

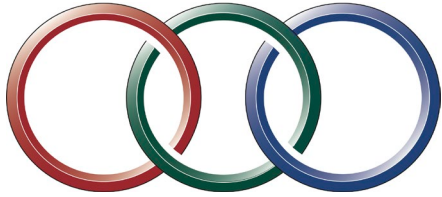
SMCCCD Academic Senate

Standing Committee on Teaching and Learning

Distance Education Modalities Public-Facing Definitions

These definitions are meant to be used in all public-facing descriptions of the various modalities that we offer our courses. They will be implemented in the update to WebSchedule (when we switch over to Banner 9). For the official distance education modality definitions for curriculum purposes, please see the [Distance Education Modalities Definitions document](#).

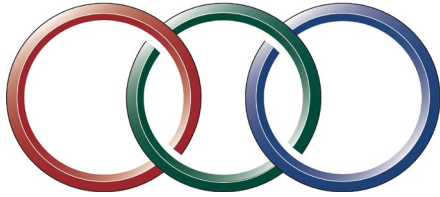
<i>Modality</i>	<i>Public Description</i>
Online– Asynchronous	<p>Description: This class is facilitated via Canvas with no regularly scheduled in-person or virtual class meetings. New content is often released weekly, and all assignments (including exams and quizzes) will need to be completed online by any listed due dates. The instructor and the students in the course all engage with the course content and with each other at different times (and from different locations). The instructor will hold office hours online.</p> <p>Benefits:</p> <ul style="list-style-type: none">• Flexibility: Elements of the course may be self-paced, and/or students may be required to turn in some assignments based on a schedule.• No required class meetings• Regular weekly contact with instructor and classmates.• <p>What this isn't:</p> <ul style="list-style-type: none">• There are no scheduled class meetings.• This course does not meet face-to-face.• This is not an easier course, nor does it require less time than any other modality. <p>Recommendations for students:</p> <ul style="list-style-type: none">• Time management is key; students should set aside time throughout the week to work on this course.• Participation in this course is entirely online. Students should log into Canvas regularly to keep up with assignments.• Students should take advantage of communication opportunities and channels offered in the course.



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Online— Partially Synchronous	<p>Description: This class is facilitated via Canvas with regularly scheduled virtual class meetings. New content is often released weekly, and all assignments (including exams and quizzes) will need to be completed online by any listed due dates. The instructor will hold office hours online.</p> <p>Benefits:</p> <ul style="list-style-type: none">• Regular weekly contact with instructor and classmates.• Fully online course with some of the class meetings taking place on Zoom. The rest of the work is done via Canvas on your own time. <p>What this isn't:</p> <ul style="list-style-type: none">• This class does not meet in-person.• This class is not fully self-paced. <p>Recommendations to students:</p> <ul style="list-style-type: none">• Time management is key; students should set aside time throughout the week to work on this course.• Participation in this course is entirely online. Students should log into Canvas regularly to keep up with assignments.• Students should regularly communicate with their classmates and the professor.
Online—Fully Synchronous	<p>Description: This class is facilitated via Canvas with regularly scheduled virtual class meetings. All assignments (including exams and quizzes) will need to be completed online by any listed due dates. The instructor and the students in the course all engage with the course content and with each other at the same time (but from different locations). The instructor will hold office hours online.</p> <p>Benefits:</p> <ul style="list-style-type: none">• Regular weekly contact with instructor and classmates.• Fully online course with all of the class meetings taking place on Zoom <p>What this isn't:</p> <ul style="list-style-type: none">• This class is not in-person• This class is not fully self-paced; most, if not all, of the course is scheduled with regular due dates for assignments.• This course is not face-to-face. and there are no scheduled class meetings on campus. <p>Recommendations to students:</p> <ul style="list-style-type: none">• Time management is key; students should set aside time throughout the week to work on this course.• Participation in this course is entirely online. Students should log into Canvas regularly to keep up with assignments.• Students should regularly communicate with their classmates and the professor.



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<p>Hybrid</p>	<p>Description: The course includes weekly or semi-weekly in-person class meetings and independent online work, to be completed on Canvas or other platforms. The dates, times and location of in-person meetings are consistent throughout the semester. Independent online work must be submitted by established due dates. Students are expected to engage in all in-person and online activities, as both elements are required to be successful in a hybrid course. The instructor will hold office hours online and/or in-person.</p> <p>Benefits:</p> <ul style="list-style-type: none"> • More flexible schedule with less in-person meeting time than face-to-face courses. • Combination of in-person and online interaction with peers and the instructor. <p>What this isn't:</p> <ul style="list-style-type: none"> • This is not a self-paced, nor a fully online course. Students are expected to attend in-person class meetings. • Independent online work is not optional, but required. • Students do not choose to engage in-person or online; both elements are required. <p>Recommendations to students:</p> <ul style="list-style-type: none"> • Time management is key; students should set aside time throughout the week to work on this course. • Participation in this course is both in the classroom and online. Students should log into Canvas regularly to keep up with assignments. • Students should regularly communicate with their classmates and the professor.
<p>Face-to-Face (F2F)</p>	<p>All regular and substantive instruction is done in person, in the classroom. The instructor will hold office hours in-person and/or online office hours.</p> <p>Instructors may use Canvas for some class materials, activities and communication, depending on their course design.</p>

Table 1: Public-Facing Definitions of the SMCCCD Distance Education Modalities