Academic Affairs Update
August 18, 2021

Dear AVC Community,

First off, please accept my gratitude for all that you have done, and continue to do, to welcome students back to campus. There have been challenges, but also much joy in seeing the campus repopulated with students, faculty, and staff.

I have followed with great interest the discussions regarding HyFlex on the faculty listserv. While I understand and agree with some of the difficulties and adjustments needed, one data point is extremely important to include in the consideration for scheduling: <u>nearly half of our students have elected to take classes in person this Fall.</u> Student enrollment data bear out the methodology used for scheduling, as our numbers are almost exactly split between face-to-face and online students. **We have the duty and honor to serve both populations.**

Many Science, CTE, and Health Sciences faculty are in face-to-face mode and operating at 100 percent of class capacity. The faculty in these areas did not directly object to the HyFlex model, as was suggested in the email thread; rather, they had convincing arguments as to why their respective disciplines did not lend themselves to remote instruction, whether in synchronous, asynchronous, or HyFlex modes. They asked to have their courses converted to <u>fully on-campus instruction</u> and were granted the request to do so.

Overall, we have decreased fully remote, synchronous instruction for Fall while increasing the number of asynchronous courses. We have also utilized the HyFlex model to maintain in-person class size at 50 percent of room capacity and keep everyone as safe as possible. This has been the delicate balance struck in order to serve our students in both in-person and

remote modalities. Furthermore, these discussions and decisions have not occurred in a vacuum: for the last seven months, the Instructional Continuity (IC) workgroup, consisting of over 25 campus leaders and including five department chairs, has met on a weekly basis to explore the best way to serve our unique student population and to safely reopen the campus.

During the past three weekly IC meetings, we have explored various possibilities for course scheduling schemes for Spring 2022 while being bound by the timeline below, outlined in reverse chronological order:

1. **General registration** is to commence on <u>December 1</u> for the Spring semester.

2. We are required to provide a window for priority registration. Therefore, **priority registration** will start on <u>November 15</u> for a two-week period.

3. Per Ed Code, the class schedule should have a **30-day viewing period** prior to the start of the registration process. As such, the online schedule is to be published no later than <u>October 15</u>.

4. The AA scheduler needs **six to seven weeks to build all Spring 2022 CRNs,** placing the start of the schedule building process at or before <u>August 23</u>.

In light of the above, the IC workgroup is recommending the following:

A. Build all CRNs (with the exception of asynchronous, hybrid, or blended sections) as face-to-face. There will be an explanatory note attached to each eligible* face-to-face section detailing the possibility of students being in a remote setting for some, most, or all of class meetings. (*Please see B.5 and B.7 below.)

B. Provide the option of the HyFlex model for faculty teaching face-to-face sections. This signifies that faculty will have the prerogative of allowing some students, on a limited basis, to follow their lecture(s) via Zoom:

1. The in-person class capacity can be managed by the instructor - and according to County guidelines - if there is a renewed restriction placed on indoor capacity.

2. If a class is placed under quarantine, instruction will continue in a remote fashion for all students for the duration of the quarantine. In this case, the instructor will be able to teach remotely.

3. This model will go a long way in providing equitable access to for students who, for reasons such as transportation, childcare, or illness, may be unable to attend class on certain days.

4. The instructor will teach his/her/their lecture from the classroom while exercising control on who may attend class remotely on any given day.

5. The instructor has the final say on which days students may or may not attend class from home. For example, they can specify in their syllabus that all tests, labs, and presentations need to occur in person.

6. Attendance record keeping between in-person and online students is of utmost importance to allow for proper contact tracing.

7. If an instructor prefers to teach their face-to-face course without the HyFlex option, they will have to **request the change from their department chair and dean by September 23.** In that case, the course will be offered at 100 percent capacity and in person.

8. Faculty may not convert face-to-face classes to fully remote (unless placed under quarantine for a limited time) and are required to conduct their instruction from a classroom located at one of the District facilities.

NOTE: Spring 2022 HyFlex courses will be built as one CRN, unlike the dual-CRN method used for Fall 2021.

The Academic Senate, in conjunction with its appropriate subcommittees, plans to undertake the review of the HyFlex model during Fall 2021.

Sincerely,
-Isabelle Saber
VPAA