UNIVERSITY OF SAN FRANCISCO
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Definitions & Guidelines for Instructional Modalities

On November 10th, 2022, the Joint University Curriculum Committee (JUCC) recommended to Provost Oparah and the Council of Deans the following definitions for instructional modalities and guidelines for implementation starting in the Fall 2023 semester. On November 15th, the Provost and the Council of Deans unanimously approved the JUCC's recommended instructional modalities.

Definitions

In-Person: Course formats in which 100% of class sessions are delivered in person, with up to 10% of online instruction.

Hybrid: Course formats in which greater than or equal to 51%* of class sessions are delivered in person and less than 50%* are delivered online.

Online Synchronous: Course formats in which greater than or equal to 50%* of the class sessions are delivered through synchronous online meetings.

Online Asynchronous: Course formats in which greater than or equal to 50%* of the class sessions are delivered through asynchronous online instruction.

*Percentages are consistent with WASC Senior College and University Commission guidelines

Guidelines

1. Instructors will use current approval processes in their schools/college for using instructional modality changes to address emergency disruptions, illness, and other unexpected situations during the semester.

2. Class modality must be explained/delineated to students in the schedule, course description, and syllabus prior to registration (e.g. expected dates or number of times students will meet in person). For the modalities that incorporate any online sessions, the schedule of classes will reflect where and when students will meet synchronously online and/or in person and whether classes are asynchronous.

3. Standardized language and the definitions will be added to Banner and to the Simple Syllabus template describing these modalities.

4. Hyflex is a classroom management tool rather than an approved USF modality. Hyflex examples include:

   a) Pre-Planned - faculty may set up as a cross-listed course (e.g. one section that is Online Synchronous and a second section that is In-Person). Students must register and then attend the section for which they registered in order to maintain compliance (e.g. visa and veteran regulations, accreditation requirements for approved modalities). Other options may be pursued but require approval from the school/college Dean.

   b) Mid-Semester Adjustments - enacted during the semester as a short-term classroom management tool to provide alternatives to students (e.g. when they need to quarantine due to COVID-19, and/or approved accommodations in collaboration with Student Disability Services).

5. The JUCC will continue to review input from the community about the instructional modalities, including the possibility of reintroducing Hyflex as an official instructional modality for at least one year.