



Academic Senate for College of the Canyons
STANDING POLICY
Online/OnlineLIVE Modality

In collaboration with the offices of Instruction, Online Education and the Educational Technology Committee, and for purposes of ensuring effective student learning and to uphold regulatory and professional academic standards, the Academic Senate hereby establishes this policy to formally define the Online/OnlineLIVE instructional modality.

“Online/OnlineLIVE” is a blended modality combining two previously authorized and defined instructional modalities at College of the Canyons. Online/OnlineLIVE is a distance education modality, subject to District Administrative Procedure 4105, the Academic Senate Distance Education Faculty Handbook, and state and federal policies and regulations governing Distance Education.

College of the Canyons has established the "Online" modality as 100% Fully Online Asynchronous (FOA) instructional delivery.

The Academic Senate at College of the Canyons previously approved a definition of the OnlineLIVE modality, which is as follows:

“OnlineLIVE” is considered synchronous instruction through ConferZoom on the days and times listed in the class schedule. Such days and times are intended to replace face-to-face class meetings for lecture, small group discussion, and other activities normally associated with on-ground class session and are not voluntary for the student or instructor, nor to be replaced with any asynchronous instruction.

The clause, “...nor to be replaced with any asynchronous instruction” shall be interpreted to mean that no class meetings in their entirety as listed in the schedule of classes shall be wholly replaced with asynchronous instruction. Asynchronous instruction is allowed as a component of a synchronous class session, provided that the instructor is synchronously available to students during the entire class meeting time.

Online/OnlineLIVE is a blended modality defined collectively by the following criteria and guidelines:

1. Online/OnlineLIVE must adhere to previously established College of the Canyons instructional definitions and standards for both the Online, and OnlineLIVE modalities.
2. Online/OnlineLIVE must use the adopted District learning management system to support instructional delivery, verify student enrollment and identity, and ensure regular and substantive student interaction.

3. All scheduled synchronous contact hours must be published in the schedule of classes. The specific dates and meeting times must be published prior to the start of student enrollment for that class.
4. Any scheduled synchronous contact hours must be maintained and may not be replaced by asynchronous instruction.
5. Instructors must meet certification requirements to teach both Online and OnlineLIVE prior to the first day of Online/OnlineLIVE instruction.
6. No class shall be taught as Online/OnlineLive unless the appropriate modality is indicated on its Course Outline of Record.
7. In order to promote transparency and consistency for students, departments are encouraged to develop consistent scheduling patterns by course, in consultation with the Office of Instruction.

Policy Rationale:

At present, there is no formal definition of the Online/OnlineLIVE instructional modality found in California law or regulation. Only emerging customary understandings exist. The purpose of establishing formal guidelines for the Online/OnlineLIVE modality is to ensure students have adequate notice at the point of enrollment regarding the intended instructional delivery method(s). Doing so increases the likelihood of student success by making transparent the manner in which instruction for each class will be delivered. Students may then self select modalities based on personal preference. Establishing this policy is also necessary to ensure uniform and consistent academic standards as well as to guarantee instructional integrity for transfer institutions.

Approved by the Academic Senate, November 17, 2022