








IOWA STATE UNIVERSITY

Office of the Senior Vice President and Provost

Course Delivery Modes

	Face-to-Face (FF*)	Hybrid (HYB*)	Online (WWW*)	Arranged (ARR*)
		  	  	
Description	Face-to-face (FF) is on-campus in a physical learning space using social-distancing practices. 75% or more of instructional time is face-to-face. Aligns with the Higher Learning Commission guidelines.	Hybrid (HYB) courses combine face-to-face and online course delivery into one integrated experience (synchronous and asynchronous). The mix of delivery modes will depend on an instructor's teaching strategies and course learning objectives. A substantial component (25% or more) of the instruction occurs online. Aligns with the Higher Learning Commission guidelines.	Online (WWW) is interacting online only using distance learning technologies. Each online course should contain at least 1-hour of active faculty-student interaction per credit hour/per week - ideally spread out over multiple sessions. Aligns with US Department of Education guidelines.	Individual or small group format including research projects, internships, and independent study where students work closely with faculty or industry partners.
Place	On-campus learning space (classroom, lab, studio, etc.)	On-campus learning space and online	Online only	On-campus learning space and online
Time	Meets at class times according to the ISU Schedule of Classes.	Face-to-face meets at class times according to the ISU Schedule of Classes and online work schedule determined by the instructor.	Synchronous online interactions meet at class times according to the ISU Schedule of Classes and online work schedule determined by the instructor.	Meeting times are arranged between student(s) and instructor.
Synchronous (occurs in real-time)	Engage in course content (lectures, discussions, group work, etc.) at scheduled times face-to-face in an on-campus learning space.	Engage in course content (lectures, discussions, group work, etc.) at scheduled times either face-to-face or online.	Engage in course content (lectures, discussions, group work, etc.) at scheduled times online.	Engage in course content (research group meetings, discussions, group work, etc.) at scheduled times either face-to-face or online.
Asynchronous (not at the same time)	Prepare for class, complete homework, etc. outside of scheduled class time; online or in small groups. Access available online content anytime.	Engage in interactive course content (pre-recorded mini-lectures, assignments, discussions, etc.) at anytime.	Engage in interactive course content (pre-recorded mini-lectures, assignments, discussions, etc.) at anytime.	Engage in interactive course content (pre-recorded mini-lectures, assignments, discussions, etc.) at anytime.

Course presence in Canvas required for all modes

*Course delivery modes are noted in AccessPlus (<http://accessplus.iastate.edu/>) and on the ISU Schedule of Classes (<https://classes.iastate.edu/>). Students, who wish to change their schedule to achieve more online or face-to-face courses, or switch sections of the same course, may do so in AccessPlus.

October 12, 2020

Before you register...

As you register for the spring semester, it is important to understand how your classes will be delivered (face-to-face, online, hybrid, or arranged), and the factors that led to these decisions.

How course delivery decisions are made

The selection of courses and delivery modes is a careful and deliberate process. This process begins at the program level; requiring approval from department chairs and college deans; and takes into account guidelines established by the Academic Continuity Working Group:

- Moving large lecture classes online, supplemented by face-to-face recitation sessions or small group learning opportunities (when possible).
- Delivering medium and small lecture-based classes, studios, capstones, and team-based learning courses in face-to-face or hybrid formats, with appropriate safety measures.
- Delivering laboratory courses with fixed spaces and specialized equipment in a face-to-face format, with appropriate safety measures.
- Offering face-to-face instruction for courses that need to be taught in a specific manner to comply with accreditation guidelines.
- When possible, prioritizing experiential learning for face-to-face instruction, and maintaining the quality of first-year learning as students begin their Iowa State career.
- Requiring that all courses are developed in Canvas, and using the ISU Course Template whenever possible, to provide a consistent experience for students.

Maintaining flexibility for students and instructors

Similar to the fall, offering a variety of course delivery options provide flexibility for both students and instructors:

For students

- The opportunity to manage personal risk by selecting online or face-to-face classes, according to your preference.
- Students who may be at high risk for COVID-19 can seek an accommodation through the Student Accessibility Office.
- Academic departments and colleges may enhance flexibility by allowing alternative courses to meet degree requirements, or allowing courses to be taken out of sequence if they cannot be offered in the student's preferred delivery mode.

For instructors

- The opportunity to manage personal risk by selecting the delivery mode for their courses.
- For those at high risk for COVID-19, the opportunity to seek an accommodation in their working arrangements.

Can delivery modes change during the semester?

Yes. While such changes are not easy for students or instructors, they may be necessary based on a number of factors, including student or instructor absence rates, Iowa Board of Regents directives, or other factors that may be beyond Iowa State's control.

As we have stressed from the outset of our COVID-19 journey, your health and safety are our top priority. We are also committed to keeping you on track toward your Cyclone degree; the measures described above represent our best effort to balance these needs, and to help you navigate the pandemic successfully.