

Hybrid and Online Teaching Subcommittee Agenda – 2020-2021

Subcommittee Members:

Brittani Harmon, Chair
Amanda Rugenski, Odum School of Ecology
Ashley Steffens, College of Environment and Design
David Jackson, Mary Frances Early College of Education
Bill Tollner, College of Engineering
Wendy Ruona, Graduate School
Stephen Balfour, Ex-Officio member
Fiona Liken, Ex-Officio member

Office of the Registrar:

Fiona Liken
Brooke Daniel
Crystal Graham

Office of Instruction:

Naomi Norman

Guest:

John Maerz

New Business:

Thee Hybrid and Online Subcommittee met on November 16, 2020, via Zoom.

The minutes from the October 22, 2020, meeting was unanimously approved.

The subcommittee discussed the USG and Board of Regents definitions of the different types of online courses. The different types that were mentioned were:

- if 0-25% of course is online it is considered to be classified as face-to-face,
- if 25-50% of course is online is it is considered to be classified as hybrid,
- if 50-95% of course is online it is be considered to be classified as partially online,
- and if a course is 95-100% online, the course is considered to be classified as an E-suffix fully online course.

The subcommittee discussed proposed guidelines concerning the definition of a UGA Hybrid course. The committed considered that if 25-95% of a course is offered online then it could be classified as hybrid. The subcommittee also discussed the details provided in table below.

	On Campus Class Meeting(s)	Synchronous (online) Session(s)	Asynchronous
Face-to-Face 100% on physical presence a campus	100% face-to-face on campus	Not an option	Not an option
Hybrid (suffix needed) Combined on-campus and on-line*			
OnLine ("e" suffix) 100% on-line (no physical presence on a campus)	Not an option		

* Department/instructor would clearly outline on-campus and/or synchronous dates and time as they file for class to be on ATHENA. That is, students would know prior to registering what dates/times would be required of them to be either on-campus, synchronous, and on-line. The on-campus dates/times would be loaded in Athena (for room scheduling). The synchronous dates/times would also be loaded in ATHENA for student info. And, instructor would be expected not to change those to alternative dates, etc.

The subcommittee discussed creating a new course suffix, Y-suffix, to designate a hybrid course. The subcommittee plans to draft a proposal to submit to the full University Curriculum Committee for consideration of the new Y-suffix. The proposal will need to include justification of the need for the new suffix, how the suffix will be applied to courses, and what criteria will be used to determine if course is a Hybrid (Y-suffix) course.

The next Hybrid and Online Subcommittee meeting is scheduled for December 15, 2020.

The meeting adjourned at 3:58 p.m.



Brittani Harmon, Chair
Hybrid and Online Subcommittee