**Mississippi State University**

**Methods of Delivery-Spring 2021**

**Purpose**

* Provide a more accurate description of course meeting times to students when selecting courses for Spring 2021.
* Maximize room utilization by matching face to face courses with necessary space needs. Reduce the number of rooms going unused due to hybrid delivery of courses.

**Options for Spring Semester**

*Method of delivery is identified by the primary (> 80%) method of delivery.*

**Face-to-Face**: (F) Students receive a majority of course instruction and structured units of information by face-to-face contact with the instructor.

**Online-Synchronous**: (N) All course activity is conducted online in real time at a predetermined time. There are no required face-to-face sessions within the course and no requirements for on-campus activity.

**Online-Asynchronous**: (O) All course activity is conducted online with students completing the coursework on their own time, within timelines set by the instructor. There are no required face-to-face sessions within the course and no requirements for on-campus activity.

**Hybrid:** (H) Students receive blended course instruction and structured units of information via face-to-face and web-based; courses may be asynchronous or synchronous and do not have a primary method of delivery given the blended nature of the course.

* **Hybrid-Full Roster**: Classroom meetings are mixed with online activity. ***All students in a section meet face to face at specific course times*** with additional course content being taught online (synchronous/ asynchronous) in lieu of face to face instruction as indicated by the instructor.
* Example Hybrid-Full Roster (H): Section of 60 students meeting M-W-F 8:00-8:50:
  + Monday-entire class meets face to face
  + Wednesday-Friday entire class meets synchronously online
  + Classroom for 60 students needed Monday only

| **Course** | **Section** | **CRN** | **Campus** | **Part of Term** | **Title** | **Syllabus** | **Books** | **Type** | **Delivery** | **Status** | **Total Seats** | **Seats Avail** | **Cross Listed** | **Start Date** | **End Date** | **Days** | **Times** | **Location** | **Room Capc** | **Instructor** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| FLS - 1113 | 01 | 32229 | Starkville | Full | Spanish I | N/A | View Textbooks | Lecture | H | Active | 26 | 1 |  | 08-17-2020 08-17-2020 | 11-24-2020 11-24-2020 | M           W F | 08:00am - 08:50am  08:00am - 08:50am | [DORMAN 128](https://map.msstate.edu/?id=233#!m/54609)  ONLINE | 87 0 |  |

*Schedule Example for Hybrid-Full Roster:*

* **Hybrid-Split Roster:** Classroom meetings are mixed with online activity. ***The class is split into two groups for Face to Face meetings as indicated by the instructor***; online content (synchronous and/or asynchronous) is also provided. Any synchronous meetings occur during the designated class time.
* Example Hybrid-Split Roster (H): Section of 60 students meeting M-W-F 8:00-8:50:
  + Monday-30 students (Group A) meets face to face/30 students (Group B) joins online synchronously
  + Wednesday-30 students (Group B) meets face to face/30 students (Group A) joins online synchronously
  + Friday-entire class completes online asynchronous at his or her own pace
  + Classroom for 30 students needed Monday-Wednesday

*Schedule Example for Hybrid-Split Roster:*

| **Course** | **Section** | **CRN** | **Campus** | **Part of Term** | **Title** | **Syllabus** | **Books** | **Type** | **Delivery** | **Status** | **Total Seats** | **Seats Avail** | **Cross Listed** | **Start Date** | **End Date** | **Days** | **Times** | **Location** | **Room Capc** | **Instructor** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| FLS - 1113 | 01 | 32229 | Starkville | Full | Spanish I | N/A | View Textbooks | Lecture | H | Active | 26 | 1 |  | 08-17-2020 08-17-2020 | 11-24-2020 11-24-2020 | M W F | 08:00am - 08:50am | Smaller Room |  |  |

\*Friday would drop to second line

**Additional Methods of Delivery Definitions**

**(THE METHODS OF DELIVERY BELOW WILL NOT BE AVAILABLE OPTIONS FOR SPRING 2021)**

**If HyFlex was selected in Fall 2020, and the course is being offered in the same manner in Spring 2021, Hybrid would be selected as the method of delivery.**

**HyFlex:** (Q) Hybrid learning in a flexible course structure that gives students the option of attending sessions in the classroom, participating online, or doing both. ***Students can change*** their mode of attendance (*each class period*) (*weekly*) or by topic, ***according to need or preference***.

**Interactive Video:** (I) With use of designated interactive classrooms and A/V studios, instructors provide students with a majority of course instruction and structured units information by means of real-time interactive video. The utilization of specific interactive video equipment differentiates interactive video (I) from online-synchronous (N).

**Additional information**

Any online (asynchronous/synchronous) or hybrid course that has not previously been approved for Campus 5, must complete a transfer of Notification Form for Winter Session and Spring to have on file with UCCC. Courses with Notification Forms submitted for Summer or Fall 2020 do not need to submit a second form.

Quality of online content in primarily online and hybrid courses provide students with opportunities to engage in course content in new and different ways to enhance the student learning.

* Instructors of online/hybrid courses should provide contact hour outlines (often included in the syllabus) that clearly delineates how the student will interact with course content for the specified number of contact hours (i.e. a 3-hour course should outline 45 contact hours).
* Online/Hybrid course syllabi should include information about how the student will engage in communication with the professor and interact with peers.
* In hybrid courses the online portion of the course should enhance student learning and engagement beyond the traditional face to face course.

Accurate methods of delivery for courses must be made known to the student prior to advising and aid in schedule selection. This can be accomplished by submitting an online syllabus for the course.

In order to accommodate the large number of spring course sections, submission of an instructor’s preferred course location and time may not be honored. Final determination of course location and time will be based on input from the departmental, college and central administrative levels.

**Resources**

* MSU Instructional Guide: <https://www.instructionalguide.msstate.edu/>
* Center for Distance Education
* Center for Teaching and Learning
* University Committee on Courses and Curricula

