

Options for Teaching Face-to-Face (F2F) Classes Spring 2021

Goals for Spring Semester

- Provide significantly more opportunities for F2F instruction for students during the Spring semester while maintaining an environment that is as safe as possible for students and instructors. This includes following university policies with respect to wearing face coverings indoors and the ongoing usage of sanitation stations in the classrooms.
- Take full advantage of instructional space available at the university and utilize that space as efficiently and safely as possible, all while considering CDC guidelines, six feet social distance guidelines, and a maximum in-person capacity of 50 people.
- Work to provide additional F2F opportunities for courses after the opening of registration as student needs arise and opportunities permit.

Examples of Different Options for Implementing F2F Courses

Option 1: Instructor teaches F2F Only for All Class Meetings

Less than/equal to 49 students

Example:

ABC 1234 -01 has 30 students.
Meets MWF, 8:00 am – 8:50 am in HCB 103.

Class section: A single class section is scheduled and coded as F2F. Students enroll in a single class section and that class is assigned a room with an appropriate social distance capacity.

Meeting pattern: Follows a regular standard meeting pattern (or approved exception) for each week of the semester. Single or multiple F2F meeting patterns may apply.

Instructional delivery: Entire F2F class section meets in person weekly in the assigned room for each scheduled F2F meeting pattern.

****Instructor:** Instructor is in the classroom.

Greater than 49 students

Example

ABC 1234-01 has 20 students and is assigned HCB 200.
ABC 1234-02 has 20 students and is assigned HCB 201.
ABC 1234-03 has 20 students and is assigned HCB 202.
Sections 1 ,2,and 3 are co-listed for a total of 60 students.
All three sections meet in their respective rooms on MWF, 8:00 am – 8:50 am.

Class section: Total desired class capacity is spread across multiple (two or more) sections. Each section is scheduled and co-listed with the associated other section(s). Each section is coded as F2F; each section is assigned a room with an appropriate social distance capacity. Technology allows for pairing of rooms (e.g., HCB 101/HCB 102) and instructor can alternate which room they attend in-person. Students enroll in the section of their choice.

Meeting pattern: Follows a regular standard meeting pattern (or approved exception) for each week of the semester. Single or multiple F2F meeting patterns may apply.

Instructional Delivery: Entire F2F class section meets in person weekly in the assigned rooms for each scheduled F2F meeting pattern.

****Instructor:** Instructor is in the classroom and instruction is delivered to multiple rooms simultaneously. Requires a TA or facilitator in the classroom that the instructor is not teaching in. Requires technology to tie rooms together; may have limited availability for this option.

Option 2: Instructor teaches F2F and Remote (Synchronously) No Alternation/Rotation

Example

ABC 1234 -01 (F2F) has 30 students and meets MWF, 8:00 am – 8:50 am in HCB 103

ABC 1234 -02 (remote) has 20 students and meets MWF 8:00- 8:50 am through Zoom with F2F section.

Sections 1 and 2 are co-listed.

Class section: A single class section is scheduled and coded as F2F. The class section is assigned a room with an appropriate social distance capacity. One or more class sections are scheduled and coded as REMOTE. All sections are co-listed together. Total desired class capacity for a “single teaching event” is spread across sections. Maximum capacity of F2F section is set to less than/equal to 49, while that of the REMOTE sections can exceed 49 (within academic unit’s discretion). Students enroll in the section of their choice – either F2F or REMOTE from the onset.

Meeting pattern: Follows a regular standard meeting pattern (or approved exception) for each week of the semester. Single or multiple meeting patterns may apply to each appropriate section.

Instructional Delivery: Entire F2F class section meets in person weekly in the assigned room for each scheduled F2F meeting pattern (no alternation/rotation of meeting days and delivery method). Remote class section ‘meets’ online synchronously (e.g., via Zoom) with F2F class section for each scheduled REMOTE meeting pattern (no alternation/rotation of meeting days and delivery method).

****Instructor:** Instructor is in the classroom and delivers instruction to both sections at the same time.

Alternation/Rotation (meets in class and remote)

Example

Class meets MWF 8:00- 8:50 am and is assigned HCB 103.
ABC 1234 -01 has 30 students. Meets F2F M, remote W/F.
ABC 1234 -02 has 40 students. Meets F2F W, remote M/F.
Sections 1 & 2 are co-listed for a total single teaching event of 70 students.

Class section: Multiple co-listed class sections are scheduled and coded as F2F and assigned rooms with appropriate social distance capacities. Total desired class capacity for single teaching event is spread across sections (e.g., desire total single event is 70). Maximum capacity of each sections is set to less than/equal to 49. Students enroll in the section of their choice.

Meeting pattern: Each section has a meeting pattern that includes an in-person component and a remote component for the duration of the semester, i.e., M/W in class and F remote. Follows a regular standard meeting pattern (or approved exception) for each week of the semester. Sections meet in person and remote on an alternation/rotation schedule. Multiple meeting patterns apply to each F2F section.

Instructional Delivery: Each F2F class section meets in person weekly in the assigned room for its scheduled F2F meeting pattern. Additionally, each section ‘meets’ online synchronously (e.g., via Zoom) for its scheduled REMOTE meeting pattern (there is alternation/rotation of meeting days and delivery method).

****Instructor:** Instructor is in the classroom.

Option 3: PC, Flex (flexible, student drop in model - small classes)

Example:

ABC 1234 -01 has 30 students.
Meets MWF, 8:00 am – 8:50 am in BAY 101.

Class section: Students register for *one* class section that is scheduled in a room. Students have the flexible choice to attend in-person or remotely and can alternate as they wish.

Numbers: Class cap is small enough that it is equal to or less than room social distance /COVID room cap in the event that all students decide to attend on the same day.

Meeting pattern: Follows a regular standard meeting pattern (or approved exception) for each week of the semester. Single or multiple meeting patterns may apply to each appropriate section.

Instructional Delivery: Entire F2F class section meets in person weekly in the assigned room for each scheduled F2F meeting pattern. Under a PC Flex model, students have the option to attend on a given day or join by Zoom. Alternatively, the instructor designs corresponding remote activities for remote students to equate to the in-person classroom experience (e.g., they may choose to record the class and then post in canvas to allow remote students to review asynchronously or implement some other means of asynchronous instruction)

****Instructor:** Instructor is in the classroom and delivers instruction to students in the class and via Zoom to any students that choose to be remote that day.

NOTE: The label “PC, Flex” is specifically used for courses offered by the PC campus. However, departments interested in teaching using this flexible model can request a FLEX code to be created for ROP or Tallahassee campuses.

****Alternative Options to Instructor Presence in Classroom**

If (i) approved by Human Resources or (ii) the Dean approves and in both cases the room has adequate technology, instructor can teach remotely via Zoom that is projected in the classroom. If students are attending in the classroom and an instructor is remote, it would be preferable to have a teaching assistant or post-doctorate present in the class to assist and facilitate the class, help with technology, and/or assist with communications between students and instructor – the instructor would be responsible for all teaching and assessment activities. This should be the exception and not the default.