

# HyFlex Classes

## What is a HyFlex class?

Definition:

HyFlex stands for hybrid flexible. It is a class format where students have the option to attend in person or synchronously online each and every class session. HyFlex is not a self-paced model.

## Instructor duties

The instructor will be physically present in the classroom for the full length of each class meeting. The instructor teaches at the same time both the students in the classroom and the students participating through Zoom in the Canvas shell. The instructor manages both online and in-person instruction and informs the students of how class attendance is structured. Students can change their mode of attendance according to need or preference without consent from the instructor.

## Course details

A HyFlex class makes class meetings and materials available so that students can access them online and/or in-person, during or after class sessions. All activities and instruction is equal and available in a digital format. All students, regardless of the path taken, will achieve the same learning objectives.

A class cannot be both HyFlex and Partially Online, it can only be one or the other. In order for a class to be taught as HyFlex, the course must be approved for online delivery by Curriculum Committee and Faculty Senate.

## Guidelines for Scheduling Partially Online Classes

**The class is to be scheduled in a classroom and coded as a regular F2F class, with ONLY the following additions.**

### Attributes

- FTF = HYFLX: For all Hyflex classes

### Meeting Patterns

#### Classroom usage

A HyFlex class will be scheduled with regular weekly meetings in a classroom. The classroom chosen must be equipped with the technology needed for HyFlex classes. Follow the link below for a list of HyFlex capable classrooms.

<https://www2.palomar.edu/pages/is/hyflex-rooms/>

### Enrollment Cap

Class section capacity for HyFlex is the same as expected for an in-person class.

### Class Notes

- **0284:** This class is HyFlex format. The instructor will be in the scheduled room at the scheduled time to deliver instruction. Students have the option to attend each day's class meeting either in-person or online. It is face-to-face instruction with flexibility.
- **0282:** Flex classes will not be considered face-to-face instruction for purposes of Veterans Benefits.

You may, optionally, also add notes 159 and 158, or other notes as appropriate.