

MiraCosta College Academic Senate HyFlex Recommendations, version 2

See also a [HyFlex Planning Guide](#) from 2022 with still-important questions

HyFlex (“Hybrid” + “Flexible”) instruction originated at San Francisco State University nearly 20 years ago. In its original form, HyFlex classes allowed for student choice of attendance across three modalities: in-person, synchronous online, or asynchronous online. When MiraCosta began piloting HyFlex classes in 2021, we limited HyFlex to two options for student attendance: in-person or synchronous online.

This document provides the Academic Senate’s recommendations on the next steps for supporting faculty and student success with HyFlex instruction at MiraCosta College.

The college should maintain the current definition of HyFlex as 2-in-1, synchronous online + in-person attendance as we continue our exploration of HyFlex instruction. The Academic Senate will consider other multi-modality course offering options in the future.

To strengthen HyFlex instruction, ensure equitable participation across all modalities, and maintain a safe learning environment, the Academic Senate strongly recommends:

- A consistent note in SURF be used for all HyFlex classes, regardless of department.
Recommendation: “HyFlex classes are ones in which students will have the choice to attend their class on Zoom or in person during scheduled class times. If attending in Zoom, students should keep their cameras on. The college provides a limited number of loaner laptops which include cameras.”
- The college provides options for students to have access to computers in HyFlex classrooms when needed for full participation in class activities. The college should consider options for providing headphones to students in classrooms.
- HyFlex classes are offered only in fully HyFlex-equipped classrooms and when scheduled as such in SURF.
- As HyFlex classrooms are being designed, faculty and departments are collaborators with ITS in decisions about hardware, software, and room configuration.
- Faculty who wish to have technological assistance and/or instructional support, such as an embedded tutor or Supplemental Instruction leader, when teaching a HyFlex class are able to work with their department and dean to find a solution to this in advance of scheduling them to teach a HyFlex class. Ideally, this is the default for faculty new to teaching HyFlex classes.
- Faculty have a clear process for receiving support and providing feedback about HyFlex technology through the Employee HelpDesk in order for them to use it effectively and for the classroom technology to be regularly improved.
- The college supports Program Review of HyFlex modality classes by including HyFlex as a distinct modality for selection on data dashboards.

Originally approved by the MiraCosta College Academic Senate April 7, 2023

Version 2 approved by the MiraCosta College Academic Senate May 1, 2026

For departments which choose to offer a HyFlex course, the Academic Senate establishes the following parameters and guidelines:

- A HyFlex course section should be scheduled only when the department and faculty member agree that it is appropriate to offer the section in that modality, and that the faculty member is prepared to teach a HyFlex class.
- Departments should include reflection upon and continual improvement of HyFlex class offerings in ongoing informal and formal ways through data analysis, including Program Review. This should include consideration of the needs, benefits, and challenges associated with offering HyFlex classes.
- If a department decides to offer a HyFlex program/pathway, it should be confident that there are sufficient faculty prepared and interested in teaching the necessary courses as HyFlex.

For faculty who choose to teach a HyFlex course, the Academic Senate establishes the following parameters and guidelines:

- Given HyFlex classes are Distance Education classes, faculty teaching HyFlex classes must have completed the institutional DE certification training and must teach HyFlex classes in compliance with [AP 4105](#).
- Given the 2-in-1 definition of the current HyFlex program, students need to be present in-person or in the live Zoom session to be [considered as attending](#), in accordance with the [MiraCosta College Commitment to Equitable use of Cameras in Online Instruction and Assessment](#). Certain patterns of onsite or online attendance should not be privileged over the other and asynchronous “attendance” is not an option.
- A course section that is scheduled as HyFlex should remain available as HyFlex for the entire term of the course section, regardless of instructor or student preferences, honoring [AS resolution R.2-20, Distance Education and the Course Schedule](#).
- From faculty purview and for purposes of training/professional development, there should be support for multiple HyFlex instructional approaches and motivations for offering a HyFlex class.
- Instructors should share their approach to recording HyFlex classes via Zoom with students, in accordance with the [Guidance for Synchronous Instruction at MiraCosta College to Protect Student Privacy](#).

The Academic Senate and its subcommittees will support HyFlex instruction in the following ways:

- The C3 Teaching and Learning Center, MOE/Online Education, and PDP/AS, in partnership with ITS, should ensure that HyFlex technology training and HyFlex course design/teaching workshops and resources are offered on a regular basis.