

Academic Affairs Fall 2020

Curricular and Co-Curricular Delivery Plan

All guidance and protocols outlined in the R2B Phase II Plan will define service delivery throughout Academic Affairs during Phase II. The following details are intended to set general parameters around instructional delivery and the provision of co-curricular activities sponsored through Academic Affairs and offered throughout the College.

Guidance for course conversions and the determination of instructional modality was defined in the [VPAA Memo dated 06.22.20](#). That memo is appended to this document.

General Guidance

Curricular Offerings

- Prior to the COVID-19 pandemic Academic Affairs planned a Fall 2020 schedule that aligned with the comprehensive curricular revisions resulting from our participation in the Guided Pathways 2.0 initiative. This alignment will remain in place through the 2020-2021 Academic Year.
- College procedure defining enrollment management practices will continue to dictate course offerings at all locations during Phase II.
- Instructional delivery of every class has been identified as one of the four methods defined in the R2B Phase II Plan:
 - **Face-to-face** instruction is limited to specific classes for which a virtual experience cannot be delivered. These classes will be delivered on the Cheyenne campus or at community affiliates (i.e., clinical hosts, internship sites, etc.).
 - **Hybrid** instruction is a combination of scheduled on-campus in-person instruction and additional activity in the virtual environment (i.e., Canvas, Zoom, Teams, etc.). These classes are scheduled on the Cheyenne and Albany County campuses and in all academic schools.
 - **Online synchronous**, or “online on a schedule” instruction is delivered in a virtual environment where all students and the faculty are engaged in that environment at the same time. These classes are offered in all academic schools through the Cheyenne campus.
 - **Online asynchronous**, or “online anytime” instruction is delivered through Canvas. In these classes no scheduled and required class meetings exist. These classes are also offered in all academic schools through the Cheyenne campus.
- Members of the Academic Leadership Team collaborated with faculty to define the on-campus in-person parameters for each face-to-face and hybrid class. These requirements have been published in Colleague and are visible to students seeking enrollment and those already enrolled via Self-Service.
- All faculty will distribute the Fall 2020 COVID-19 Syllabus Supplement via Canvas on or before Friday August 21. The syllabus supplement will provide at-a-glance class-specific information regarding on-campus in-person requirements, virtual meeting expectations, and instructor contact information.
- All classes will be designed as “flexible” with plans to transition to exclusively virtual instruction should circumstances related to the pandemic dictate that action. This transition will occur at the direction of President’s Cabinet.

- All classes will transition to exclusively virtual instruction after November 20, 2020 and will conclude the Fall 2020 semester in that modality in alignment with the published Academic Calendar.

General Guidance

Co-Curricular Activities

Co-curricular activities at LCCC offer learning experiences that complement the academic curriculum. They are extensions of the formal classroom experience and are purposefully connected to a program's courses. These College-sponsored activities will be offered during Phase II with the following expectations and parameters:

- Faculty who oversee the co-curricular activity will collaborate in developing a Phase II Operation Plan that adheres to the guidance and recommendations of the association or organization that provides structure to the activity (i.e. The American Choral Directors' Association).
- Activity Operation Plans must assure alignment with the guiding principles in the College's R2B plan. Specifically:
 - The health and safety of LCCC students and staff must be prioritized.
 - The plan must focus on the most essential aspects of the experiential activity.
 - The plan must assure that the innovative delivery of the activity does not negatively impact the sustainability of the activity and/or the College's operations.

Co-Curricular Operation Plans

School of Arts & Humanities

Faculty in the School of Arts & Humanities have developed several co-curricular activities that are associated with classes founded in the school. The activities and the parameters around which they will be delivered in Fall 2020 are detailed below.

High Plains Register (HPR)

- Publication preparations can be completed remotely and have been done successfully since March 2020. All of HPR's platforms are digital/online and cloud-based, so the publication should be able to operate remotely throughout fall semester without disruption to standard procedures.
- Publication timelines are impacted by current resources (available time, students, and staffing) and an off-campus service contract and cannot be accelerated
- Physical copies of HPR are anticipated to be delivered to campus at the end of November, at the earliest.
- It is anticipated that limited on-campus access for up to five students will be needed in late November/early December for a quality control check when the issues arrive from the publisher. This on-campus work would also include preparing a mass mailing of HPR copies.
 - In order to assure all COVID-19 protocols are followed, this work will be separated into individual tasks and time slots so only one person needs to be working in the limited office space at a time.
 - Student attendance will be recorded via Canvas' RollCall.
 - If students are prohibited from completing this campus work in December, then the HPR adviser could make arrangements to personally complete those tasks. We will collaborate with the publisher and communicate the timeline when it is defined, to the A&H Dean to seek Cabinet approval.

Wingspan

- Wingspan intends to publish two paper issues per semester and expand the Wingspan Online content.
- Both paper issues will be published before November 20.
- Much can be done virtually to prepare Wingspan paper issues for publication. However, small groups of students will need to come to campus for quality control checks when the issues arrive and to distribute them in campus boxes and Wingspan kiosks.
 - All COVID-19 protocols will be followed during this brief on-campus in-person interaction. Student attendance will be recorded via Canvas' RollCall tool.
- Wingspan has the ability to go fully online for the Fall 2020 semester if COVID-19 circumstances necessitate that they do so. In this case, future paper issues will be canceled and Wingspan will publish content online with similar regularity.

Theatre

- The performing arts at LCCC are tied to our mission; it is imperative that we stay active and visible in our community.
- The essence of theatre is its live, unmediated nature.

- There is no authoritative board or body governing college theater operations because each theatre company and physical building varies widely in design, layout, and level of activity.
- As a result, the delivery of the theatre activities identified below will adhere to the guidelines of the College's R2B plan.
- **Shakespeare Monologues**
 - In late September-early October a collection of Shakespeare monologues and scenes will be produced and performed.
 - These will be staged in the outdoor amphitheater in McIlvaine Plaza.
 - The outdoor environment will make distancing far easier for both audiences and performers.
 - The pieces themselves, being shorter and with one or two people, will make rehearsals easier to manage safely.
- **One-acts and Monologues**
 - A collection of one-acts and monologues from New York playwright Matt McLachlan will be produced and delivered via live-streaming.
 - These pieces are well-suited to live-streaming or live-to-tape streaming.
 - As the largest cast of these pieces is seven actors, they could be rehearsed in The Playhouse with proper precautions and then either live streamed or pre-recorded for streaming.
 - Faculty Jason Pasqua has ensured that proper broadcast permissions are granted by the playwright.
 - The production will be live-streamed prior to November 20.

This plan for the Fall 2020 theater productions recognizes the expectation to adhere to COVID-19 protocols and was developed with these additional goals:

1. Produce a piece of quality literature that provides LCCC Theatre students and audiences with a meaningful experience.
2. Produce a play that ensures the maximum involvement of LCCC Theatre students.
3. Produce a play suitable to the performance space and its circumstances.

Should evolving circumstances require that the college go completely virtual, all performances will be streamed either live or live-to-tape.

Vocal Ensembles

Ensemble participation is a program requirement of all music majors at LCCC. It is also a required element in our transfer articulation with UW. Ensembles are a necessity for the performance experiences of music majors. The operation plans outlined below focus on the responsible delivery of ensemble experiences within the guidelines of the College's R2B Phase II plan.

- **Full Ensemble Rehearsals**
 - All participants (singers, directors, accompanists) will be required to wear masks and face shields during rehearsals and performances. This is the standard practice for larger regional universities including UNC and CSU. Masks do not greatly impede quality of

- sound production and provide a great degree of safety. LCCC Risk Manager Jesse Blair has recommended the addition of shields as an additional precaution.
- The College's COVID-19 response prevents rehearsal with the full Collegiate Chorale which has attracted 40—50 participants in recent semesters. In order to meet the R2B protocols the following precautions will be taken:
 - A biweekly rotation of participants will be employed to keep numbers below 25 in rehearsals. The division of the choir into two smaller choirs is a temporary measure to ensure safety for the all participants.
 - All rehearsal participants will be distanced at six feet minimum.
 - A 20-minute recess mid-rehearsal will be implemented and all participants will vacate the rehearsal room to allow any aerosols to dissipate. The instructor will ensure that students do not congregate and that social distance is maintained.
 - In performance, the divided choirs will perform separate repertoire and will not come together as a large choir. This will maintain the safety in place during rehearsal and allow for chamber singing experience.
 - Expected size of Cantorei is 10—15 participants including music director and participants. Cantorei will rehearse with masks, shields, and six feet separation as stated above.
 - All rehearsals will be in Fine Arts 139 (Large Rehearsal Space)
 - Collegiate Chorale meets Mondays from 6:30—8:20 pm; students will attend on a biweekly basis.
 - Cantorei meets Tuesdays and Wednesdays from 12:30—1:20pm; students will attend all rehearsals.
 - The choral director, singers, and piano accompanist will all wear a mask.
 - Hand sanitizer will be provided.
 - The ensemble director(s) will be responsible for overseeing the sanitization of equipment (e.g. risers, stands, chairs, music folders).
 - Any individual that is not feeling well per the protocol of LCCC's self-evaluation for COVID-19 will be excused from rehearsal.
 - Recordings of rehearsals may be obtained and posted online through Canvas (enrolled students) and a private YouTube page (community Life Enrichment) to keep all musicians up-to-date on preparation and progress.

Instrumental Ensembles

- Full Ensemble Rehearsals
 - To retain the full consort of musicians performing, safe social distancing guidelines per the studies of the University of Iowa/National Institutes of Health, and the Bamberg Symphony will be followed.
 - String players (e.g. guitarists, violinists) and percussionists can maintain normal social distancing guidelines with masks.
 - Woodwind instruments (oboe, bassoon, clarinet, saxophone) require 10 feet for social distancing.
 - Flute players will be permitted to play with proper shielding (e.g. plexiglass) to prevent spreading of aerosols. Flutists may be asked to participate less often (biweekly or less) due to transmission of aerosols.
 - Brass instruments require 12—15 feet for social distancing; the spread of aerosols is greater:

- 12 feet for non-forward directional instruments (e.g. horn, euphonium, tuba)
 - 15 feet for forward directional instruments (e.g. trumpet, trombone)
- The size of these groups is not likely to exceed the congregational standard of less-than 50 stated in the R2B Phase II plan.
 - Expected size of Wind Ensemble is 30—40, including the ensemble director.
 - Expected size of Jazz Ensemble is 10—15, including ensemble director.
 - Expected size of String Ensemble is 10—20, including ensemble director.
 - Expected size of Guitar Ensemble is 4—10, including ensemble director.
- All ensembles will rehearse in Fine Arts 139 (Large Rehearsal Space).
 - Wind Ensemble meets Tuesdays, 6:30—8:20pm
 - Jazz Ensemble meets Wednesdays, 6:30—8:20pm
 - String Ensemble meets Thursdays, 6:30—8:20pm
 - Guitar Ensemble meets Tuesdays and Thursdays, 1:30—2:55pm
- Ensemble directors will wear masks. Musicians that can wear masks include singers, strings (e.g. guitarists, violinists), and percussionists (e.g. drummers). Wind and brass players cannot wear masks in rehearsal as it impedes their ability to play instruments with correct embouchure.
- Hand sanitizer will be provided.
- The ensemble director will be responsible for overseeing the sanitization of down stands, chairs, instruments, and equipment used in each rehearsal.
- Any individual that is not feeling well per the protocol of LCCC’s self-evaluation for COVID-19 will be excused from rehearsal.
- Recordings of rehearsals may be obtained and posted online through Canvas (enrolled students) and a private YouTube page (community life enrichment) to keep all musicians up-to-date on preparation and progress.

Vocal and Instrumental Performance

- Open public performance(s) with an online option
 - Attendance on-campus or at venue for a limited live audience; performance will be simultaneously streamed for an at-home audience. (Scheduling of performances will occur in mid-August.)
 - Typical turnout for a live concert has exceeded 300 audience members. In order to adhere to the R2B protocols we will arrange seating to reduce the size of the audience to no more than 75.
 - Sanitation needs for the room would require Custodial Services to clean chairs, doorknobs, and local lavatories before and after dress rehearsals and performances.
 - This would allow more people to view the concert at home in real time and aligns with the R2B Phase II guidance.
 - In the case of COVID-19 circumstances worsening, the option for a live performance entirely streamed and/or pre-recorded will be retained.

Co-Curricular Operation Plans

School of Business, Agriculture, & Technical Studies

The following guidelines were developed with the health and safety of students, faculty, and coaches as the primary concern. This plan provides safe practices and learning opportunities for students while maintaining some degree of momentum and continuity of each activity. Should COVID-19 circumstances force a restricted virtual environment any time after October 1, 2020 activities will be conducted in a completely virtual environment (Horse Judging and Livestock Judging) or will halt operations all together (Equestrian Team, Ranch Horse Team, and Livestock Show Team).

Health and Safety

All BATS co-curricular teams will adhere to the following:

- Coaches and teams will follow the LCCC R2B Phase II Plan specific to COVID-19 protocols.
- Coaches and teams will follow the guidance of the risk assessment conducted by LCCC's Risk Manager pertaining to facilities and the health and safety of all facility users and all animals on site.
- Coaches will orient all participating students to team-specific protocols to be followed throughout the Fall 2020 semester. This orientation has been a standard procedure for all teams in the past; the addition of COVID-19 protocols will be required in Phase II. Orientations will occur prior to the first day of any activity.
 - Orientation will be conducted virtually for participants in Livestock Judging, Horse Judging, and Livestock Show Team.
 - On-campus in-person orientation will be held for the participants in Ranch Horse and IHSA Equestrian Team.
- All livestock and all horses will be given dedicated space (stalls, tie rail sections, and pens) where they can be tied, tacked, and handled when not being ridden or shown. Each space will be dedicated to a specified number of animals in order to limit contact.
- Students participating on Ranch Horse or on collegiate Rodeo who bring trailers with tack rooms will be expected to keep their tack in those spaces and tack-up at their trailers prior to all riding.
- Tack room assignments will be prioritized by Colt Training program students, IHSA Equestrian Team participants, and Ranch Horse and collegiate Rodeo participants when tack rooms are not otherwise available (no anticipated need for collegiate Rodeo participants to access the tack room). Only two students at a time will be allowed in the tack room.
- Practice times will be scheduled and strictly adhered to in order to keep teams from interacting.
 - A 30-minute break between times will be built into the schedule to allow for teams to leave and enter without interacting.
 - No participants will be allowed to hang out at the arena entrances.
 - Students may not enter the arena and training spaces until their allotted times.
- Cleaning
 - Surfaces cleaned throughout the day by students, the barn manager, and student workers include gates, latches, door handles, handles on pitchforks, grain bins, grain scoops, wheelbarrows, etc.

- Stall Cleaning and Feeding
 - A strict cleaning and feeding schedule will be adhered to by all participants and allow for 15 minutes between allotted feed times to allow for cleaning and elimination of cross-traffic.
 - Feed crews will be organized by familial units and limited to a number that allows for 6 feet of separation at all times.
- Masks and Personal Hygiene
 - Masks will be required in any spaces where 6 feet of separation cannot be maintained at all times.
 - Hand sanitation stations have already been installed throughout the facility.
 - Signage will be hung throughout the ag and equine facilities to remind students of social distancing and hand washing. All signage will be provided by Public Relations.
- Visitors and spectators will be allowed under the following conditions:
 - They are a prospective student intending to enroll within the next two years; or,
 - They are members of a current student's immediate family.
 - All visitors and spectators must wear a mask and be socially distanced from current students.
- Travel (the only activity with anticipated Phase II travel is Livestock Judging)
 - Travel will be limited to a select number of students representing the College at each event. Priority will be given to those students whose eligibility will be completed this year with no opportunity to make it up.
 - Two students per room in a hotel (rather than four) for any overnight travel. Housing will be assigned per familial units.
 - Masks will be required while traveling in vehicles and airplanes where social distancing is impossible.
 - Teams will buy groceries and prepare meals or drive through restaurants for dining on the road rather than eating out at various restaurants. All meals will be taken as carry out and eaten in spaces where social distancing can be maintained.
- Should circumstances regarding the COVID-19 pandemic warrant a closing of on-campus operations, the Athletic Director and Rodeo Coach will collaborate with the Dean of BATS, the Barn Manager, and the Agriculture and Equine Program Director to determine the care and/or removal of all animals on site.

Horse Judging

- The Horse Judging Team participates under the National Horse Judging Team Coaches Association (NHJTCA).
- The 15 students on this team include freshmen and sophomores, men and women and they compete as individuals and as a team.
- Routinely, the team travels only 4-6 members (usually sophomores) to the national contests at the AQHA Congress, AQHA World Show (cancelled as of 07.27.20), the APHA World Show and the NRHA Reining Horse Futurity.
- There are no travel-dependent competitions scheduled for this activity during Phase II.
- The team intends to practice regularly as scheduled and as can be conducted within the safety parameters defined for all BATS activities.
- This team will continue to practice in the virtual environment should the on-campus in-person schedule be undeliverable due to COVID-19.

IHSA Equestrian Team

- The Equestrian Team competes under the Intercollegiate Horse Show Association (IHSA).
- The 21 students on this team include freshmen and sophomores, men and women, and they ride both English (hunt) and Western.
- The riders compete in five shows per discipline, per year, in order to qualify for individual and team points.
- For sophomores, this year is a use-it-or-lose-it opportunity to earn points. These riders will have priority on any shows, virtual and on-ground, that could result in points and the opportunity to compete regionally or nationally.
- If circumstances related to COVID-19 force our return to virtual operations, this team will stop practice and will not attend any virtual shows. These participants do not ride their own horses and the College cannot provide horses in a virtual environment.
- The team would move to virtual riding assessment, lessons, and videos as well as at home workouts to remain in shape and prepare for returning to riding in Phase III.

Ranch Horse Team

- The LCCC Ranch Horse Team is a part of the Stock Horse of Texas (SHoT) Association.
- The 25 students on this team bring their own horses to campus to ride.
- Team members include freshmen and sophomores, men and women.
- College students competing in SHoT have 8 semesters or 5 years of eligibility, whichever comes first.
- If circumstances related to COVID-19 force our return to virtual operations, all practices and virtual competitions will stop.
- If students are living at home and are able, they will be asked to take their horses off College property until further notice.
- Students living in a Residence Hall or with minimal options to move horses, will work with the LCCC Barn Manager, Ranch Horse Team Coach, and Ag and Equine Program Director to develop a safe plan for horse care during this quarantine.

Livestock Judging

- The Livestock Judging Team participates under the National Intercollegiate Livestock Judging Association (NILJA).
- The 16 students on this team include freshmen and sophomores, men and women, and they compete as individuals and as a team.
- The team determines student travel opportunities based on an event's purpose (practice versus contests).
 - Freshmen will need to go to more local facilities for practice.
 - National contests are generally reserved for sophomores.
- The single year of eligibility for these participants usually starts in January and ends in December (typically the second and third semesters at LCCC). This means the opportunities for competition throughout the year vary between practice (students in first semester and sophomores finishing their eligibility) and "official" judging contests (generally, students in second and third semesters).
- Anticipated Livestock Judging Team Travel during Phase II:

Date	Event/Type	Location	Students and #s	Travel Mode
September (date TBD)	Practice	Casper, WY	All, 12-15 total	College Vans
September 9-14	CPSA (National Barrow Show) (contest)	Des Moines, IA	Sophomores, 5-6 total	College Vans
September 25-28	Aksarben Stock Show (contest)	Grand Island, NE	All, 12-15 total	College Vans
October 14-21	American Royal (contest)	Kansas City, KS	Sophomores, 5-6 total	College Vans
^November 10 -16	NAILE (contest)	Louisville, KY	Sophomores, 5-6 total	Fly

^The NAILE has been cancelled for all junior college teams. While the organization is pursuing other opportunities for Livestock Judging teams, this alternative has not been confirmed.

- If circumstances related to COVID-19 force our return to virtual operations, this team would continue to practice in a virtual environment.

Livestock Show Team

- The Livestock Show Team does not participate under a given authority, rather in livestock competition classes at national livestock shows.
- Standard competition opportunities include the Northern International Livestock Expo, Arizona National Livestock Judging Contest, and the Denver National Western Stock Show.
- The team will participate based on the national show protocols in combination with LCCC R2B planning for Phase III; there are no competitions occurring in Phase II.
- The 18 team members (men and women) work with local producers to select, train, fit and show livestock (currently cattle) at national contests. This team is unique to LCCC and not found at any other Wyoming college or the University of Wyoming.
- If circumstances related to COVID-19 force our return to virtual operations the cattle will need to be cared for. They will remain at the producer's facility.
 - The LCCC activity coach will work with the producer to continue fitting and preparing livestock for competition in January 2021.
 - This will allow us to maintain our commitment to provide resources (students) to ensure livestock are prepared and shown at the national contest.
 - Students will be asked to continue fitting livestock based on revised safety protocols and a structured schedule that allows for social distancing.

MEMORANDUM

Date: June 22, 2020

To: Members, Academic Leadership Team

From: Dr. Kari Brown-Herbst
Interim Vice President, Academic Affairs *Kari Brown-Herbst*

CC: President Joe Schaffer

Re: Fall 2020 Phase II planning, Academic Affairs



Academic Affairs will continue to support the objectives of the College's phased Return to Business (R2B) planning as we collaborate in shaping the institution's response to the COVID-19 pandemic. We must reconsider the activities and classes that were planned pre-COVID, to design the delivery of a Fall 2020 semester that adheres to the public health and safety guidelines at the State and local levels. The guidance that follows will assist in making Fall 2020 revisions across Academic Affairs.

Assumptions

- Prior to the COVID-19 pandemic Academic Affairs planned a Fall 2020 schedule that aligned with the comprehensive curricular revisions resulting from our participation in the Guided Pathways 2.0 initiative.
- It is incumbent on Academic Affairs to revise the academic programming it has planned in the least disruptive manner possible while still adhering to the College's guidance on protocols regarding COVID-19.
- Instructional modalities for all courses will be defined institutionally for consistent communication; modalities for all instruction will be based upon the original Fall 2020 schedule and are outlined below.
- While instructional modalities will change in most instances, Fall 2020 Schedule changes will not occur; the 2020-2021 Academic Calendar will remain unchanged.
 - All classes will be designed as "flexible" with plans to transition to exclusively virtual instruction should circumstances related to the pandemic dictate that action. This transition will occur at the direction of President's Cabinet.
 - All classes will transition to exclusively virtual instruction after November 20, 2020 and will conclude the Fall 2020 semester in that modality in alignment with the published Academic Calendar.
- College procedure defining enrollment management practices will dictate course offerings at all locations.
- All online sections will be scheduled through the academic school offices as is current practice.

Current Configuration | Fall 2020

FA 2020 Sections per Delivery (06.05.20)								
	ACC	A&H	BATS	ELC	HSW	M&S	WAFB	TOTAL
Face-to-Face	45	192	117	2	70	121	7	554
Hybrid	24	4	17		12	10	1	68
Online		18	37		32	80		167
Web					7	4		11
Independent Study	1		1			3		5
TOTAL	70	214	172	2	121	218	8	805

All NET sections are attributed to an academic school.

The table above categorizes all classes currently scheduled in the Fall 2020 semester. In recognition of our response to COVID-19 and our determination that we need to limit our on-campus population at all locations we need to recharacterize the majority of our scheduled classes per the parameters outlined below.

Instructional Modalities, Phase II COVID-19 Response | Fall 2020

General Parameters for Class Conversion

- Classes currently scheduled as Face-to-Face will be recharacterized as either Face-to-Face or Online Synchronous unless the original location is identified as ACC. Classes currently scheduled as Face-to-Face on the Albany County Campus will all be recharacterized as Hybrid.
- Classes currently scheduled as Hybrid will remain characterized as Hybrid provided:
 - The class is in a discipline identified as needing some component of on-campus, in-person instruction; or
 - The class is scheduled at the ACC; or
 - The class has been identified by Academic Leadership as a high-demand General Education course for a significant number of students in more than one pathway. Each academic school and the ACC will collaborate to schedule 2-3 sections of the most important gateway courses in a Hybrid format.
 - All currently scheduled Hybrid classes that do not meet any of the above criteria will be characterized as Online Synchronous.
- Classes currently scheduled as Online will remain unchanged. Currently scheduled Independent Study sections will be delivered Online.
- Classes currently scheduled as Web will be delivered as planned, with all students attending synchronously in a virtual environment.

Definitions and Considerations

Face-to-face instruction

Instructional delivery through exclusively on-campus, in-person class meetings at one of the LCCC campuses as originally defined in the Fall 2020 schedule.

- Per Academic Leadership face-to-face instruction is reserved for:
 - Colt training class (BATS)

- *Some* clinical and/or preceptorship classes as required by external accreditation (HSW)
- Non-credit instruction in CPR/First Aid, CDL, Fiber Optics, OSHA (OWD)
- Delivery plans must:
 - identify how all COVID-19 protocols will be followed when meeting on-campus in-person,
 - allocate instructional spaces per institutionally defined social distancing protocol (approximately ½ capacity unless seating is fixed),
 - meet in-person as is currently scheduled, and
 - identify an option to change to virtual instruction should circumstances warrant.

Hybrid instruction

Instructional delivery that includes some element of on-campus, in-person class meetings at one of the LCCC campuses combined with an element of virtual instruction.

- Per Academic Leadership Hybrid instruction is reserved for specific classes in the following disciplines:
 - High-demand General Education courses as defined by Pathways' program maps
 - Art, Music, Theater, English co-req only (A&H)
 - Agriculture, CIS, Equine, all Trades (BATS)
 - Dental Hygiene, EMS, Exercise Science, Nursing, PTA, Radiography, Sonography, Surgical Technology (HSW)
 - Math co-req only, *some* Sciences (M&S)
 - Non-credit instruction in Backflow, CCMA, CDL, Fiber Optics, Manufacturing, Phlebotomy, Pharmacy Technician, Plumbing, some portions of *some* Life Enrichment (OWD)
 - ACES components (OWD)
- All classes currently scheduled at ACC will be delivered as Hybrid.
- Delivery plans must:
 - identify how all COVID-19 protocol will be followed when meeting on-campus in-person,
 - allocate instructional spaces per institutionally defined social distancing protocol (approximately ½ unless seating is fixed),
 - meet on-campus, in-person to maintain the currently scheduled face-to-face component, and
 - identify an option to change to virtual instruction should circumstances warrant.

Online Instruction

- Online Asynchronous: Instructional delivery where all instruction and engagement occur asynchronously. No scheduled and required class meetings exist. This will define all currently scheduled online courses.
- Online Synchronous: Instructional delivery where all previously scheduled on-campus, in-person meetings are delivered virtually and consistent with the schedule in the current Fall 2020 schedule.

Per Academic Leadership Online Synchronous instruction is reserved for:

- All currently scheduled face-to-face classes.

- All currently scheduled Hybrid classes that do not meet the on-campus in-person parameters identified above.

Anticipated Configuration | Fall 2020

The anticipated result of applying this guidance will result in the class configuration outlined below.

FA 2020 Anticipated Sections per Delivery (as of 06.22.20)							
	Face-to-Face	Hybrid	Online Asynchronous	Online Synchronous	Cancelled	TBD	TOTAL
A&H		^^122	15	77			214
ACC		70					70
BATS	^9	98	37	28			172
ELC and WAFB						10	10
HSW	26	13	31	51			121
M&S		34	83	98	3		218
	35	337	166	254	3	10	805

^6 courses associated with Rodeo Team, 2 associated with co-curricular activities
^^individual music lesson (80) sections are included here