

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION
Policy and Procedures Manual

SUBJECT: ACADEMIC AFFAIRS

Policy 303.7.2 – Distance Education: Definitions of Program and Course Modalities

Effective:

I. Definitions

1. The board adopts the definition of *Distance Education* set out by the U.S. Department of Education in 34 CFR 600.2.
2. Program Modality Definitions (see also BOR Policy 940.20). Programs may be delivered in more than one modality.
 - a. *Face-to-Face (F2F) Program*: Any academic degree or certificate program in which students are required to meet with the instructor at regularly scheduled times and in specified physical locations. Instruction is delivered in person synchronously and may incorporate online technology, content, and requirements outside of the physical classroom.
 - b. *Fully Online Program*: Any academic degree or certificate program in which all of the required coursework can be completed through online delivery via the campus's Learning Management System (LMS).
 - c. *Remote Program*: Any academic degree or certificate program in which all of the instruction can be delivered via synchronous video conferencing delivery or a combination of both synchronous video conferencing and asynchronous online delivery.
 - d. *Online with Limited On-site Program*: Any academic degree or certificate program in which 80% or more of the required instruction (but not all) can be completed via online and/or video conferencing delivery. Instruction not provided via online and/or video conferencing must require only concentrated, short-term, on-site experiences and/ or internship, clinical, or practicum experiences that may be completed near a student's location.
3. Course Modality Definitions
 - a. *Face-to-Face (F2F) delivery* is a course designed for fully in-person synchronous attendance, with at least 80% (or more) of the scheduled course time occurring within the physical classroom. Coursework and resources may also be completed/available via the campus's LMS.
 - b. *Online delivery* requires that 100% of the course is offered completely asynchronously online, with no face-to-face interaction between instructors and students required.
 - c. *Synchronous Remote delivery* is a course section offered through scheduled (synchronous) video conferencing. A course delivered through synchronous remote delivery may have a F2F classroom location where students may choose to attend.
 - d. *Blended delivery* is a course delivered partially online in an asynchronous format and partially through face-to-face (F2F) interaction, typically in the classroom. Both online and F2F interactions are required for the course with 20-80% of the course's instruction offered online. This delivery is characterized by the expectation of reduced F2F class meeting time when compared to the equivalent credit classroom course.
 - e. *Limited On-Site delivery* is a course in which 80% or more of the required instruction (but

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not all) can be completed via online delivery. Instruction not provided through online delivery must require only concentrated, short-term, on-site experiences and/ or internship, clinical, or practicum experiences that may be completed near a student's location.

- f. *Hybrid-Flexible* or 'Hyflex' delivery is a course where students may choose to attend either in an assigned face-to-face environment or in an asynchronous online environment (remote synchronous may also be available). In-class meetings will be regularly scheduled, with a minimum of 50% of the weekly contact hours required for a face-to-face course.

History: