



**TO:** Chief Executive Officers  
Chief Instructional Officers  
Chief Business Officers

**FROM:** Lizette Navarette, Vice Chancellor,  
College Finance and Facilities Planning

**RE:** SB 129 Data on Course Delivery and Future Plans for Instruction

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Senate Bill 129 (Skinner, 2021), requires community college districts to report to the Chancellor's Office by October 1, 2021 on the total number of course sections offered, broken out by lecture and laboratory courses; and the percentage of course sections offered in-person, online, or in a hybrid format. SB 129 also requires districts to report on plans on for future instruction, including data on student demand and plans to meet identified demand and plans for resuming in-person instruction. The Chancellor's Office is required to summarize the district level data in a report to the Legislature and Department of Finance by November 30, 2021.

### **ACTION REQUIRED**

Community college districts must complete and return the attached survey by **October 1, 2021**. This survey should be completed using Fall 2019, Fall 2020 and Fall 2021 data. Data will be collected as follows:

#### **Total Course Sections**

- Total number of Lecture course sections (Course sections that consist of ONLY lecture components with no lab components).
- Total number of Lab course sections (Course sections that include any portion of a lab-type component.)

#### **Course Delivery**

- Total number of lecture and lab course sections offered FULLY IN-PERSON (All students are required to attend class in person, with no option for any participation at a distance).
- Total number of lecture and lab course sections offered FULLY ONLINE which includes the following:

- ASYNCHRONOUS ONLINE (The class is a fully asynchronous, Canvas-based, online offering with no in-person requirements).
- FULLY SYNCHRONOUS VIDEO-BASED (All students are required to attend class during specified days and times constituting the entirety of the course, with no option for asynchronous participation and no in-person requirements).
- FULLY CORRESPONDENCE (The class is fully offered via correspondence, with no in-person requirements).
- Total number of lecture and lab course sections offered in a BLENDED or HYBRID format (any modality that does not fit into one of the above categories, including flexible options and classes that use portions of the items above).

### **Future Plans for Instruction**

- Plans for levels of in-person instruction in Spring 2022
- Data on student demand for various instructional modalities (if readily available)
- Actions to meet student demand as stated above
- Near-term and long-term plans for resuming in person instruction
- Measures taken to support student-aligned improvements to instructional modalities resulting from the pandemic
- Data on courses originally offered in-person that were converted to online due to student demand

### **CONTACTS**

If you have questions or need further assistance, please contact Alex Jiral at [ajiral@cccoco.edu](mailto:ajiral@cccoco.edu) or Rafael Artiga at [rantiga@cccoco.edu](mailto:rantiga@cccoco.edu).