



Hybrid Course Policy

For all proposed CBA hybrid courses scheduled for delivery in Spring 2017 and after:

- 1) Faculty must provide a proposal for a hybrid course to the Department Chair for approval. The proposal must document the activities and learning dedicated to the non-face to face part of the hybrid course and demonstrate that the hybrid format is in the best interest of the department and/or program.
- 2) The Chair submits the hybrid course syllabus and justification to the Dean's Office for approval in the semester preceding the proposed offering (for Spring – August/September; For Fall – January/February).
- 3) With Dean's Office approval, the department schedules the course and provides the Registrar's Office with appropriate documentation to assure the course is listed on the schedule as a hybrid course.

Approved by the Dean's Advisory Council, April 11, 2016