



Idaho State University

Fall 2021 Scheduling Timeline Updates

Dear Colleagues,

I am excited that we will be able to prioritize face-to-face instruction for Fall 2021! Outlined below is our modified plan for the Fall 2021 semester schedule.

Adjusted Fall 2021 Schedule Plan:

- All classes that are scheduled as synchronous online will move to Face-to-Face (F-2-F).
- All classes that are scheduled as Hyflex will move to F-2-F.
 - We will no longer be utilizing the “hyflex” schedule type or terminology. Instead, we will cross list F-2-F sections with synchronous online sections. This will allow us to determine in which modality students prefer to take classes.
- All asynchronous online classes will stay online.
- All classrooms will be scheduled using pre-Covid room capacity. Rooms in the Pond Student Union, the LDS Institute, and Rendezvous ABC will not be utilized.

Exceptions:

- If a class was originally scheduled as “hyflex”, and that modality is both pedagogically sound and will increase/support student enrollment and success, please request a synchronous online section with the same days and times as the F-2-F section.
- If a synchronous online class is pedagogically sound and will increase/support student enrollment and success, this class can stay in a synchronous online format.
- If an asynchronous course could be offered F-2-F and is more pedagogically sound and will increase/support student enrollment and success in person, asynchronous courses can move F-2-F.

Considerations:

1. If a course is offered with both a F-2-F and a cross listed synchronous online section, it must be pedagogically sound for both online and in person students.
2. If faculty have health concerns about moving back to F-2-F, they will work with their chairs and deans to discuss best options for their courses.

Scheduling:

The timing of this change brings significant challenges. We started scheduling the fall assuming that we would continue to be socially distanced in classrooms and that much instruction would still occur remotely. We are taking action at a time when our scheduling process is mostly complete and with registration right around the corner. The Registrar's Office will need to completely re-room any section that is currently scheduled as hyflex or face to face.

We have a lot to do in a short amount of time! However, working together, we can provide a Fall 2021 class schedule that supports the success of our students while meeting faculty and department needs.

To be able to accomplish all of this, it is necessary to shift the timeline of opening the class schedule and registration as follows:

Wednesday, March 10

- Re-scheduling process begins.

Thursday, March 11

- Departments will be sent a list of all of their synchronous courses.
- Departments will need to choose which synchronous courses will remain synchronous using [this sheet](#).
- All changes due on Monday, March 15, at noon.

Monday, March 15, at noon

- Changes to department schedules are due.

Tuesday, March 16 - April 7

University Scheduler will re-room.

Sunday, April 4

- The Office of the Registrar plans to load new student data into DegreeWorks for advisors to access during advising appointments. New student information will only be available in DegreeWorks from this date until April 14.

Wednesday, April 7 by end of the day

- Schedule will be released to departments for limited changes final review.

Thursday/Friday, April 8-9

- Limited changes allowed will be specified at a later date.

Saturday, April 10-13

- OOR staff will work to implement department changes and finalize the class schedule.

Wednesday, April 14

- Access to the schedule is available to the public.
- Advisors will have access to new student information in BengalWeb.

Friday, April 16

- Registration begins based on priority registration.
- Saturday, April 17 - Priority & Seniors
- Tuesday, April 20 - Juniors
- Wednesday, April 21 - Sophomores
- Thursday, April 22 - Freshmen

As the University's schedulers re-room from March 16 to April 7, their availability and their ability to answer emails and phone calls will be limited. If you have specific questions about the specifics of the scheduling process, please contact Chris Hunt in the Registrar's Office at chrishunt@isu.edu or (208) 282-4946.

Supportively,

—Karen

Karen Appleby
Interim Provost and Vice President for Academic Affairs