

Below is the suggested model for COMD:

COMD MODEL:

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- Courses will have an online “HOME”
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- Instructors will continue to have “office hours” through chat, video, or email.
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- Courses will be broken into synchronous and asynchronous learning.
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- Course outcomes will be supported by video, phone or IM conferencing if possible, but the majority of graded work will use asynchronous methods.
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All courses should share these basic learning components:

An Interactive Component which would include class discussions, critiques, and classwork.

A Lecture Component: This weekly content should be accessible via computer or phone. These can be video demos, PowerPoint lectures, written lectures, blog posts, etc.

A Project Component: Projects which are best done as multi-week projects should continue as such, but there should be weekly required check-in for students. Instructors should figure out the method that works best for their class to achieve this.

A Synchronous Component: Classes could continue to be held during their scheduled hours, if possible, but the duration can be shortened to maximize engagement. College-supported options for real-time communication include Blackboard Collaborate or WebEx.

** Based on student access to technology, this component is flexible.*

Most importantly, we encourage you to set reasonable expectations for success and be sensitive to those who may have limited access to technology tools and the internet. Keep in mind that the availability of computer labs, libraries or other resources may be limited.

For details and links about College-supported tools and resources please visit:

<http://citytech.cuny.edu/continuity/#tools>