

HARTNELL COMMUNITY COLLEGE DISTRICT

AP 4105 Distance Education

References: Title 5 Sections 53200, 55002 and 55200 et seq.; References: U.S. Department of Education regulations on the Integrity of Federal Student Financial Aid Programs under Title IV of the Higher Education Act of 1965, as amended; 34 Code of Federal Regulations Section 602.17; Hartnell College Administrative Procedures 4020 and 4022.

Distance education refers to instruction in which the instructor and student are separated by distance and interact through the assistance of communication technology. (5 CCR §55200)

Distance education courses are approved under the same conditions and criteria as all other courses and follow curriculum approval procedures with the full involvement of faculty in accordance with Title 5 §§3200 and §55002. The review of new and existing distance education courses follows the curriculum approval procedures outline in Administrative Procedure 4020; Program, Curriculum and Course Development, and 4022, Course Approval. Each proposed or existing course offered by distance education is reviewed and approved separately if any portion of the instruction in a course is designed to be provided through distance education. (5 CCR 55206)

When approving distance education courses, the Curriculum Committee will certify the following:

Course Quality Standards: the same standards of course quality are applied to any portion of a course conducted through distance education as are applied to traditional classroom courses;

Course Quality Determinations

- Weekly announcements in the Course Management System
- Threaded discussion forums with appropriate instructor participation
- Chat room/Texting/Twitter
- E-Portfolios/Blogs/Wikis -