MISSION COLLEGE DISTANCE EDUCATION INSTRUCTION POLICY

References:
Title 5 Sections 55202, 55204 et seq., 55206 et seq., 55210 et seq.
Procedures and Standing Orders of the Board of Governors, sec. 409
Americans with Disabilities Act of 1990, Title II
Rehabilitation Act of 1973 Sec. 504, 508

Distance Education is a mode of instructional delivery in which the instructor and the student are separated by distance and interact through the assistance of technology. Courses which are offered either wholly or in part via distance education shall meet the same standards for approval as courses offered through traditional forms of classroom instruction at that college, and in addition shall be separately reviewed and approved by the Board to ensure that the course meets all applicable regulations and requirements for distance education. To this end, the Chancellor, with the appropriate involvement of the faculty and Academic Senate, shall establish administrative procedures at each College for certifying Distance Education courses as part of the curriculum development process.

All Distance Education courses shall comply with the requirements established by the Americans with Disabilities Act and Sections 504 and 508 of the Rehabilitation Act of 1973.

All courses offered either wholly or in part via Distance Education will utilize a secure method of instructional delivery that meets all Federal and State requirements, including password-protected access.

Each college is responsible for maintaining and submitting any reports required by code or regulation to the State Chancellor’s office.

Instructors
Instructors who teach Distance Education courses shall be selected by the same procedures used to determine all instructional assignments and shall meet minimum qualifications for the discipline of the course.

Regular Effective Student Contact
All Distance Education courses shall include regular effective contact between instructor and students. Each college shall develop processes, approved by the Academic Senate, to certify Distance Education courses and to document how that contact is to be achieved in each course.

Regular effective contact and how that contact is achieved shall be documented through approved processes at each college for certifying Distance Education courses.

Approved by the Mission College Senate on 3/5/15