



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

SEC. II- ALL: DISTANCE EDUCATION 1.0

DISTANCE EDUCATION

UNIT POLICY—ACADEMIC AFFAIRS

DEFINITIONS

North Carolina A&T State University (A&T) adopts the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) definition of distance education as a formal educational process in which the majority of the instruction (interaction between students and instructors and among students) in a course occurs when students and instructors are not in the same place. Instruction may be synchronous or asynchronous. A distance education course may use the internet; one way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, or wireless communications devices; audio conferencing; video cassettes, DVD's, and CD-ROMs if used as part of the distance learning course or program; or any other media.

POLICY STATEMENTS

Student Identity

The Distance Education office, University Registrar and individual instructors will ensure that the student who registers in a distance education course or program is the same student who participates in and completes the course or program and receives the credit by verifying the identity of a student who participates in class or coursework. This will be accomplished by utilizing a secure login and password code, proctored examinations, and/or other tools that are effective in verifying student identification.

Student Privacy

The Distance Education office, University Registrar and individual instructors will protect the privacy of students enrolled in distance education courses or programs.

Additional costs

The Distance Education office, University Registrar, and University Treasurer will ensure that, at the time of registration or enrollment, all Distance Education students are notified of any additional costs including charges associated with verification of student identity.

Program Assessment

Faculty and administrators in academic units will be responsible for separate assessment of all Distance Education courses and programs. Assessment of student learning outcomes, student retention, gradation, and satisfaction will be evaluated for distance programs and compared with campus-based programs.

Headcount

The Office of Institutional Research will maintain separate data on headcount enrollment in Distance Education courses and programs.

Compliance with Principle of Accreditation

All courses and programs offered through Distance Education will comply with the SACSCOC Principles of Accreditation. This applies to all educational programs and services, wherever located or however delivered. The Principles of Accreditation may be found at:
<http://www.sacscoc.org/pdf/2012PrinciplesOfAccreditation.pdf>

Course Approval

All courses offered through Distance Education will undergo an approval process that involves the faculty, department chair, dean, the Distance Education office, and the Provost.

Faculty Training

The Distance Education office will offer periodic training opportunities for instructors intending to offer distance education courses. All faculty members will undergo training and will be certified by the Distance Education office before teaching the first distance course.

Student Services

Students will have access to appropriate range of library, laboratories and facilities, advising and academic support services to support programs and courses offered through distance education.

Date new policy is effective: Upon approval

First approved: May 4, 2015

Revised:

Approved by the Chancellor