



CURRICULUM DISTANCE INSTRUCTION

POLICY

Brunswick Community College (BCC or the College) recognizes that distance instruction offers students another mode of course delivery to augment traditional seated coursework. Online courses at BCC may be 100% or fully online, hybrid (50% or more of the course offered online), or web-assisted (less than 50% of the course offered online). Regardless of mode of delivery, the quality of instruction is fundamental to the integrity of the course.

PROCEDURES

Brunswick Community College recognizes that not all learners and not all subject areas are ideally suited for distance instruction. Distance instruction is supported by the staff of the Distance Learning Office, a department under the division of Information Technology Services, which oversee the learning management system (LMS) used as the technology platform for online instruction. The Distance Learning Administrator works jointly with the Vice President of Academic & Student Affairs.

1. The College routinely offers instructors professional development to enhance their teaching style and breadth of experience with online instruction.
2. Faculty control the planning, content, and review of curricula in all learning formats.
3. Academic supervision of faculty teaching the same course will be the same, regardless of whether the format in which the course is delivered.
4. Supervisors have monitor access to the online classes taught by all instructors (full and part-time).
5. Faculty who teach distance courses are evaluated by their students under the same evaluation schedule as all other instructors.
6. Access to the LMS for faculty and students is ensured through unique usernames and passwords. (Security of Networks and Networked Data Policy)
7. The records of distance learners are subject to the same level of confidentiality as all other student records. (See Records and Privacy Act Policy)
8. There is no additional fee charged to students for verification of student identity.
9. Courses in all formats, including online, hybrid and web-assisted, are included in the assessment of program student learning outcomes.

Out of State Students Enrolling in Distance Education Courses are subject to State Authorization permissions. BCC is approved to participate in the National Council for State Authorization Reciprocity Agreements (NC-SARA) and adheres to the quality requirements of the State



Authorization Reciprocity Agreement. Information for out-of-state students on enrollment, state complaint processes, and licensure efforts can be found on the College website at “Brunswick Online” <http://www.brunswickcc.edu/brunswick-online/>.

Approved by Brunswick Community College Board of Trustees
January 4, 2018