

**WALLA WALLA COMMUNITY COLLEGE
DISTANCE EDUCATION
ADMINISTRATIVE PROCEDURE 6600**

I. PROCEDURE

- A. Technologies that may be used to offer distance education include the internet, one-way and two-way transmissions through open broadcast, closed circuit, cable, microwave, broadband lines, fiber optics, satellite, wireless communications devices, audio conference, or other media used in a course in conjunction with any of the technologies listed.
- B. Students must comply with the [Identity Verification](#) policy and procedures established at WWCC and to protect the student's privacy.
- C. In establishing policies and procedures, the following conditions must be met by the program:
 - 1. Each distance education course offered by a program must be consistent with the course/program level, nature, and mission of the college.
 - 2. When a course is offered via distance education, it will carry the same code, title, and credit as other sections of that course and adhere to the same learning outcomes adopted and approved by the institution's Curriculum Council.
 - 3. Faculty teaching distance education courses fall under the same accreditation standards and requirements as those teaching sections in other modalities (i.e., in-person or hybrid).
 - 4. Distance education courses must provide for regular and substantive interaction among students, with the instructor, and with course content, as well as opportunities for self-reflection and timely feedback from faculty member(s) teaching the course and from other students. As appropriate, these interactions may be individual, group, or mixed and may take place electronically, e.g., by telephone, by email, by computer, or by interactive video or other internet technologies.
 - 5. Distance education courses must include an evaluation of the course according to the Collective Bargaining Agreement (CBA).
 - 6. Students enrolled in a distance education course shall have access to all the academic support services, instructional equipment and services, campus events, and other non-academic activities, which the program provides for other students. Support services may include but are not limited to academic advising, counseling, disability support services, library and other learning resources, tutoring services, and financial aid.
- D. Faculty should have regular and substantive interaction with students while engaging in teaching, learning, and assessment, consistent with the content under discussion, and this should include at least two of the following:
 - 1. Providing direct instruction.
 - 2. Assessing or providing feedback on a student's coursework.
 - 3. Providing information or responding to questions about the content of a course or competency.
 - 4. Facilitating a group discussion regarding the content of a course or competency.
 - 5. Conducting other instructional activities approved by the institution's or program's accrediting agency.

<p>Policy Contact: <u>Vice President, Instruction</u></p> <p>Approved by (Department/Body): <u>Dr. Chad Hickox, President</u></p> <p>Date Originally Approved: <u>June 21, 2022</u></p> <p>Last Reviewed/Revised on: _____</p>
--