

Questions from webinar

1. Scott: Barbara said colleges need SubChange approvals when 50 percent or more of the courses in a program are DE. Is it courses or units?

The Commission considers substantive, and needing Substantive Change approval, the addition of courses that constitute 50% or more of a program offered through a mode of distance or electronic delivery, or correspondence education. One example is when an institution offers courses online that make up 50% or more of the credits required for a program.  
KJ

2. For Sharyl in regards to Manager role slides....

AVC: Is this a DE Manager?

This can be any qualified person who takes on a project manager role. It wouldn't need to be limited to a DE manager.ST

3. SBCC Doug Hersh: This is a huge rigmarole that, with workload reductions, we do not have time to undertake. What about centralized approvals for all California Community Colleges through the Chancellor's Office?

Because state authorization is a state-by-state matter, it is up to an individual state to determine if they would authorize a system rather than the individual institutions within a system. I've heard some states are considering a system approval, but most states at this point authorize by individual institution because of the various types of activities each one may do. ST

WCET in conjunction with our DE Coordinators' group, are forming a collaboration to accomplish this but we need to move forward as Sharyl suggested.PJ

4. Francine VanMeter: still wondering if we can prioritize or block registration for out-of-state de students

That is up to your institution. Capella (where I worked for 11 years) and now ACE (my current employer) do block registration from some states, but it isn't many. ST

6. Pam 1: Do you know the average time it takes to get approval once an application is submitted?

Every state is different. Some approvals can take a couple of weeks; some months. However, because states are receiving many applications at this time, it could take longer than what was typical two years ago. Some states allow the staff to approve and institution; others require attendance at their commission meetings and the commission approves the institution. Again, every state is different. ST

7. Lindsey: Does any of this apply to military students who are intrinsically mobile?

It can. Again, the applications for authorization are a snapshot in time. The enrollment data you report to the state typically is over a period of time (like, July 1 - June 30). You then report the number of students who show that state as their address. ST

8. LarrySWC: Will the authorizations substantially increase cost to the institutions?  
It can; however, some states do not require state-funded institutions to seek authorization to operate. But, if a state does regulate state-funded institutions, there are costs involved. ST

9. Debby: What about military persons who are stationed in one state but a resident of another  
It goes by wherever that student says they are residing. ST

10. Elaine: Are there any restrictions with using the same CMS for DE and blended learning for our main campus?  
None that I know of.PJ

11. Debby: How do colleges verify the identity of students who are sitting in their classrooms?  
We should note that issues of false identity and students submitting another's work as their own are of concern in face to face classes, but the challenges for colleges and instructors are even greater in the online environment. For students attending face to face classes, the college's on-site enrollment, assessment, orientation, student ID, and counseling services all begin the verification process. In the classroom, instructors monitor attendance and get to know students through a variety of in-class activities and assignments. Department discussions and professional development activities around detection of academic dishonesty continue to help faculty refine their practices in this area. KJ

12. Pete: Our lawyer said secure login/password would cover it (authentication). Does that ring true for all?  
It is one of the options at the present time, but that could change and likely will as more effective practices (i.e. cameras, scans, etc.) become feasible. Legal opinions are good, however, it really takes more than just login/pw to be effective. Your goal should be quality as your students will represent your college when they transfer or enter the workforce.PJ

13. AVC: What is difference between regular and effective interaction and regular and substantial interaction.  
None.PJ

15. LarrySWC: Would regular and effective contact also mean submission of a Safe Assignment (plagiarism prevention)? Reading a discussion board post? sending an email?  
Safe Assign, no. DB, email, e-conference, blogs, journals with feedback, that kind of thing--yes PJ

16. Lisa Storm: Does the institution have to offer online counseling (academic advising) services?  
My take is yes, but there is a variety of ways to do that.PJ

17. LarrySWC: What does "sustain" as in "to sustain DE" mean in a perfect world?  
Colleges can begin their discussion with questions they ask about sustaining quality education on site at the main campus and at branch campuses of a college, adding special considerations

pertinent to DE for staff training, technology resources, and learning support needs. There is good information for the field in the ACCJC documents: Guide to Evaluating Institutions; Guide to Evaluating Distance Education and Correspondence Education; and Manual for Institutional Self Evaluation. These can be accessed on the ACCJC website at: <http://www.accjc.org/all-commission-publications-policies>. KJ

18. Jessica: Is ONLY teacher-to-student interaction used to define a course as DE? Is there any student-student interaction required as well? [Check your state regulations.PJ](#)

19. Scott: If only a couple of courses are deemed CE, do all of a college's DE courses get knocked down to CE ?  
[I'd say no for California. PJ](#)

20. FrankCamacho 1: Question: Is there a metering approach or a way to measure accurately and determine if a course, program, or service falls under DE, CE, Hybrid, or Online-aided? The definition of “hybrid” changes from state to state; colleges will need to check state regulations about defining courses as hybrid for attendance accounting, curriculum, and related purposes. For purposes of the DE rather than CE analysis, the partly online, or online-aided, courses of concern are those for which a portion of the instructional hours are identified as online in the course outline of record or are held online in practice. The course label (“hybrid,” other) will not be determinative. [As for a way to measure if a course or program is DE rather than CE , the assessment is a qualitative one, measured by the level of regular and substantive interaction between student and instructor that is a part of the formal course organization and is demonstrated in the way the course actually progresses. Instructor-initiated contact and inclusion of interaction in graded elements of the class are a part of that assessment. KJ](#)

22. Elaine: How should we label our courses on our LMS or CMS so they can easily be distinguished as online, hybrid or blended? Should we just use these labels?  
I don't know of a requirement for separating sections of the LMS or CSM in this way. If terms *are* assigned for sections of a college's LMS or CSM, the usage should be consistent with how the terms are used in other college documents and processes. Please remember the term “hybrid” is one that has a specific meaning within most states' regulatory system for attendance accounting, curriculum, and related purposes.  
KJ

23. Martha Mills: Is it correct that these Fed Regs and the ACCJC guidelines apply to any institution that offers any DE courses, not just institutions that reach the 50% threshold....correct? So no matter how many DE courses an institution offers via DE. You are correct. KJ