

INTRODUCTION TO DISTANCE LEARNING FOR NEW-TO-DISTANCE LEARNING STUDENTS

I. Policy Section

8.0 Students

II. Policy Subsection

8.32 Introduction to Distance Learning for New-to-Distance Learning Students

III. Policy Statement

All students who are new to distance learning at GRCC are required to complete an Introduction to Distance Learning before they can enroll in an online or hybrid class.

IV. Reason for the Policy

This policy is written to define student online expectations prior to enrollment in an online or hybrid course.

V. Entities Affected by this Policy

Faculty, Students, and Staff

VI. Who Should Read this Policy

Faculty, Students, and Staff involved in the Distance Learning

VII. Related Documents

College Catalog

VIII. Contacts

Policy Owner: AGC

Distance Learning Faculty Advisory Board

Executive Director, Distance Learning & Instructional Technologies

IX. Definitions

A. Distance Learning: Any online or hybrid course

B. Online: A course delivered via the web using the College's designated course management system.*

C. Hybrid: An online course that includes scheduled classroom instruction (scheduled classroom instruction shall not exceed fifty percent of the contact hours for the course.)*
*source: Faculty Association Contract, Article 6.H.

X. Procedures

Testing and piloting of the program will take place during the 15-16 academic year with full implementation for Fall 2016.

XI. Forms

N/A

XII. Effective Date

Fall 2015 (testing & piloting of program)

XIII. Policy History

Approved by AGC on December 9, 2014
Reviewed and revised by AGC February 2019

XIV. Next Review/Revision Date

2021-2022