

Title 5 Distance Education Changes: Overview and Guidance

November 7, 2022

Section Amendments and Key Areas of Revision

[55005-Online Course Disclosure to Students](#)

[55200-Instruction & Accessibility](#)

[55204-Instruction](#)

[55206-Instruction & Accessibility](#)

[55208-Instruction](#)

§55005- Publication of Course Standards

- For each course offered, a community college shall make available to students through college publications all of the following facts before they enroll in the course:
 - If the course is online and if so
 - Online and in-person synchronous meetings;
 - Any required asynchronous in-person activities;
 - Any required technology platforms, devices and applications; and
 - Any test or assessment proctoring requirements

Section 55005 –General Guidance

- Focus on “REQUIRED”
 - Activities: meetings outside of class, events, field trips
 - Technology: equipment, anything needed to be downloaded
 - Test/assessment proctoring
- “College publications”
 - Not specific in the law
 - Must be to students
- If changes are made to the course after disclosures, the college should inform the students enrolled.

Section 55200 - Definition and Application

- Adds “regular and substantive interaction”
- Included the minimum federal requirements which include the types of technologies used for distance education
- Added a definition of “accessible” in the context of distance education
- Revised references in the “Authorities cited” section

Section 55200 -General Guidance

- Technologies
 - Lists: Internet, broadcast, closed circuit, wireless communication devices, etc.
 - (a)(4) “other media” –flexibility for innovations

- Accessibility
 - Ensure equal access on the first day of class

Section 55204- Instructor Contact

- Aligned the definition of distance education and instructor contact to the federal “regular and substantive interaction” criteria
- Added that the course outline of record may be one resource to note courses that require regular and substantive interaction among students
- Elaborated on
 - Substantive interaction
 - Regular interaction
 - Asynchronous instructional time
- Revised references in the “Authorities cited” section

Section 55204 -Correction

The codified section will be corrected to the Board of Governor’s approved text:

(a) Any portion of a course conducted through distance education includes regular and substantive interaction between the instructor(s) and students (and among students if described in the course outline of record or distance education addendum), either synchronously or asynchronously, through group or individual meetings, orientation and review sessions, supplemental seminar or study sessions, field trips, library workshops, telephone contact, voice mail, e-mail, or other activities.

Section 55204 -General Guidance

- District governing boards are responsible for ensuring the provisions of this sections are met.
- Interaction among students is determined by local policies and practices.
- title 34 Code of Federal Regulations section 600.2 and 668.3 provide additional detail
- “Substantive interaction” includes teaching, learning and assessment consistent with the content AND as least two of the following
 - Direct instruction
 - Accessing or providing feedback on coursework
 - Responding to questions
 - Facilitating group discussions
 - Other activities approved by the institution or accrediting agency

Section 55206- Separate Course Approval

- Clarifies that both the course outline of record and its addendum can be used to demonstrate a course’s compliance with relevant distance education regulations.
- Added the specific requirement that a COR or its addendum must explain how the course design and course materials are accessible to every student, including students with disabilities.
- Revised references in the “Authorities cited” section

General Guidance

- These changes added flexibility for colleges –The DE Addendum can be included in COR itself.

- These changes align this section with the new definition of “accessible” in section 55200

Section 55208- Faculty Selection and Workload

Changes

- Added the federal requirement that distance education instructors must meet qualifications established by the accrediting agency
- Revised references in the “Authorities cited” section

Guidance

- See the policies for ACCJC or DEAC depending on who your accrediting agency is.