Distance Education

Distance education at Hawai'i Community College supports the College’s mission of “serving all segments of our Hawai'i Island community” by using alternative methods of delivery to offer higher education credit courses and programs to underserved areas.

Purpose:
The purpose of this policy is to articulate the College’s support for distance education.

Background:
The Academic Senate’s ad hoc Distance Education Committee developed policy statements based on the criteria identified by the Accrediting Commission for Community and Junior Colleges (ACCJC). The policies were approved by the Academic Senate on 1-26-07 (Student Services) and 2-16-07 (Academic Support). A distance education statement (ie, the first paragraph, above) was approved by the Academic Support Unit (10-22-10), approved by the Administrative Team (10-25-10) and approved by the Academic Senate (11-12-10). On February 18, 2011, the Academic Senate approved an update to this policy to incorporate the distance education statement, further amended the policy to change all “distance learning” references to “distance education” for consistency, and broadened the policy by changing the title.

Academic Support
Students who claim Hawai'i Community College (HawCC) as their home campus for distance education purposes will be provided appropriate access to the following services for HawCC courses in which they are currently enrolled:

- tutoring
- placement testing
- computers
- Mookini Library’s
  - reference assistance
  - information literacy instruction
  - intrasystem library loan
  - reserves, print and electronic collections.

Before being granted library access, HawCC distance education students must be authenticated by having a currently-validated student ID.

Test proctoring will be provided for UH distance education classes.

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1 Supersedes Haw 5.200, November 23, 2009
The Vice Chancellor for Academic Affairs is responsible for the administration of academic support services for distance education.

**Student Services Support**
Students who claim HawCC as their home campus for distance education purposes, have access to services for admissions and records, orientation, financial aid, registration, counseling and advisement.

Students with disabilities who claim HawCC as their home campus for distance education purposes must self disclose to the HawCC Disability Service Provider and provide accommodation documentation to the distance education instructor.

The coordination of access to services and accommodations will be provided by HawCC in consultation with the campus delivering the course and receiving tuition, according to the system-wide guidelines.

The Vice Chancellor for Student Affairs is responsible for the administration of student services support for distance education.

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Revised Policy issued by Noreen Yamane, Interim Chancellor