

## University of Dayton School of Law Distance Education Policy

- (a) A distance education course is one in which students are separated from the faculty member or each other for more than one-third of the instruction, and the instruction involves the use of technology to support regular and substantive interaction among students and between the students and the faculty member, either synchronously or asynchronously.
- (b) Credit for a distance education course shall be awarded only if the academic content, the method of course delivery, and the method of evaluating student performance are first approved by the Academic Affairs Committee. If the course is a new course, the process for new course proposals must be followed, and the course shall be evaluated as any new course proposal before it is also evaluated under the criteria for distance education courses.
- (c) The Law School will approve a distance education for credit only if the proposal demonstrates that:
- (1) there is opportunity for regular and substantive interaction between faculty member and student and among students;
  - (2) there is regular monitoring of student effort by the faculty member and opportunity for communication about that effort;
  - (3) the learning outcomes for the course are consistent with Standard 302;
  - (4) the Law School can support the technology that shall be used,<sup>1</sup> the faculty offering the class has sufficient facility in the use of the technology, and there is ample opportunity for training students to use the technology;
  - (5) faculty will be reasonably available to students either in person or through technology;
  - (6) the faculty will have an effective process for verifying the identity of students taking distance education courses and that process will also protect student privacy;<sup>2</sup> and
  - (7) the faculty has taken appropriate measures to ensure academic honesty in the course assessments including examination proctoring if the examination is to be a closed book examination.
- (d) If any additional charges are associated with verification of students' identity, students must be notified at the time of registration or enrollment.
- (e) The Law School shall not grant a student more than a total of 12 credit hours toward the J.D. degree for courses qualifying under this Policy as distance education courses.
- (f) Students may not register for a distance education course until they have completed at least thirty credits.
- (g) Students may enroll for no more than four credits of distance education courses in the fall or spring terms. Students may enroll for no more than six credit hours of distance education in the summer term.
- (h) Unless extraordinary circumstances are shown, no student may receive credit towards the JD degree for distance education courses that are not offered and approved under the University of Dayton School of Law Distance Education Policy.

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<sup>1</sup> Using the University of Dayton course management system will be presumed to meet this requirement.

<sup>2</sup> Using the University of Dayton course management system will be presumed to meet this requirement.