

MEMORANDUM OF UNDERSTANDING

Bristol Community College Distance Learning

Course Term Availability

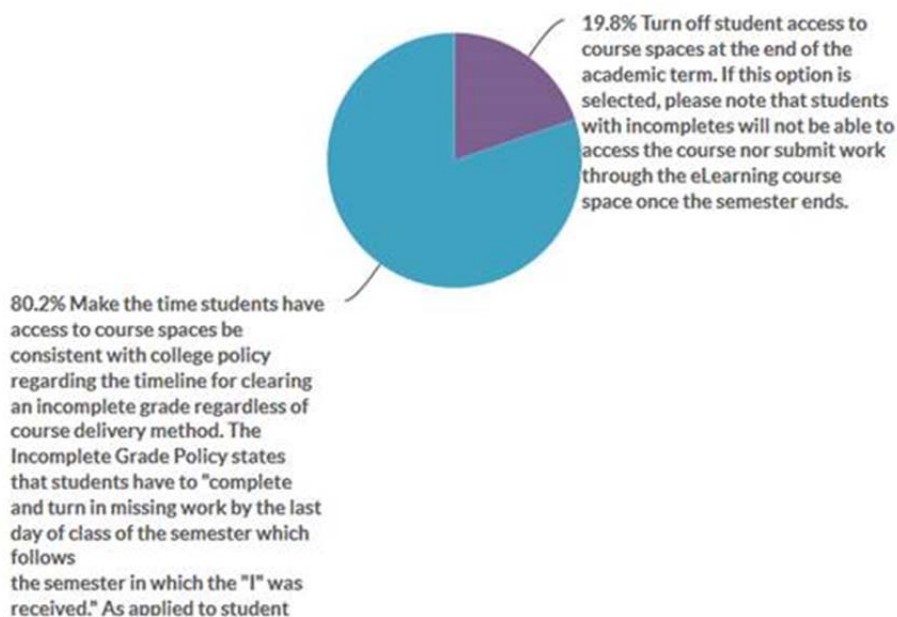
For well over 10 years, and through three different Learning Management Systems (LMSes) the practice at Bristol Community College (BCC) has been to keep course spaces open for both faculty and students until the term is deleted. Terms have typically remained active for 12-18 months. Once terms are removed from the LMS both students and faculty lose access to the previous course materials.

In Fall 2017 a survey was sent out to all full-time and adjunct faculty members asking for feedback to a requested change to the length of student access to previous course spaces.

The options were:

- Turn off student access to course spaces at the end of the academic term. If this option is selected, please note that students with incompletes will not be able to access the course nor submit work through the eLearning course space once the semester ends.
- Make the time students have access to course spaces be consistent with college policy regarding the timeline for clearing an incomplete grade regardless of course delivery method. The Incomplete Grade Policy states that students have to "complete and turn in missing work by the last day of class of the semester which follows the semester in which the "I" was received." As applied to student access to eLearning course spaces this would mean that students would lose access at the end of the subsequent term. For example, students enrolled in Fall 2017 courses would lose access to those courses at the end of the Spring 2018 term.

The majority of respondents stated that BCC should adjust the current practice and disable course spaces for student access after the subsequent term.



Therefore student access to **Spring 2017 and Summer 2017** terms will be turned off at the conclusion of the Fall 2017 term (the week of December 24th when we do system maintenance).

Fall 2017 courses will remain accessible to students until the end of the Spring 2018 term.

All subsequent terms will follow the newly established guidelines.

****Faculty will still have access to these previous terms and full course term deletions will continue on our regular schedule.

The MCCC DL Committee agrees to this new practice. Questions can be directed to the committee co-Chairs or to the Dean of eLearning.

For Bristol Community College:

For the Union:

April Bellafiore
Co-Chair MCCC DL Committee

Maureen Sowa
Co-Chair MCCC DL Committee

Date

Date