

Distance Learning Procedure for Academic Online Course Delivery
Center for Academic Technology
Texas A&M University-Kingsville
7.9.2024

I. Introduction

This procedure, designed to enhance our students' learning experience, establishes a standardized approach to online course delivery at Texas A&M University-Kingsville. It ensures all students' consistent and high-quality learning experiences. The procedure mandates the use of specific platforms for academic online course components:

- **Blackboard (powered by Anthology):** For all asynchronous online learning activities, course materials, communication, and assessments.
- **Zoom for Education:** For all synchronous virtual video conferencing needs within courses.

II. Procedure Statement

All faculty members delivering courses with online components are required to utilize the following technologies:

Blackboard (powered by Anthology):

- Blackboard is the official learning management system (LMS) for all online course content, including syllabi, assignments, lecture materials, discussion forums, and announcements.
- Faculty will use Blackboard tools to deliver online lectures, presentations, and other instructional materials.
- Online assessments, quizzes, and exams will be administered through Blackboard.
- Faculty-student communication will primarily occur through Blackboard messaging tools. The Send Email tool is linked to the official university communication email platform, Microsoft Outlook.

Zoom for Education:

- Zoom for Education is the official primary academic platform for synchronous virtual video conferencing sessions within courses.
- This may include online lectures, office hours, group meetings, or other collaborative activities.

III. Rationale

- **Standardization:** Utilizing a common platform for online learning activities fosters a consistent student experience across academic courses.

- **Learning Management System (LMS) Features:** Blackboard offers a comprehensive suite of tools designed for online course management, fostering a more organized and effective learning environment.
- **Security:** Blackboard and Zoom for Education offer robust security features to protect student data and privacy.
- **Scalability:** These platforms can accommodate a variety of course formats and enrollment sizes.
- **Support Services:** The Center for Academic Technology provides comprehensive support services for faculty using Blackboard and Zoom for Education, including training workshops and ongoing technical assistance.

IV. Procedures

- **Faculty Training:** The Center for Academic Technology will offer required training sessions for faculty on effectively using Blackboard and Zoom for Education in their courses.
- **Course Development:** Faculty are encouraged to consult with the Center for Academic Technology during course development to ensure optimal utilization of these platforms.
- **Technical Support:** The Center for Academic Technology will provide ongoing technical support to faculty for both Blackboard and Zoom for Education.
- **Student Support:** Students requiring assistance with
 - Blackboard - <https://www.tamuk.edu/academictechnology/index.html>
 - Zoom for Education - <https://www.tamuk.edu/zoom/index.html>
- **Help Desk:** <https://www.tamuk.edu/academictechnology/support/helpdesk.html>

VI. Revision History

- Procedure ratification date: 7.9.2024
- Revision history:

VII. Contact Information

- For questions or concerns regarding this procedure, please get in touch with Dr. Rolando R. Garza, Director of Digital Education
 - <https://www.tamuk.edu/academictechnology/meettheteam/index.html>