SUNY SCHENECTADY
COUNTY COMMUNITY COLLEGE

Board of Trustees Policy

SUBJECT:	NUMBER: 3.8
Student Identity in Distance Education Policy	**DATE:** **May 19, 2025** **Resolution # 25-52**
	SUPERSEDES: N/A

Purpose

A growing number of courses and programs at SUNY Schenectady utilize an online or mixed-modality approach to student learning and accrediting agencies require postsecondary institutions that offer distance education to have processes through which the institution establishes that the student who registers in a distance education course or program is the same student who participates in and completes the program and receives the academic credit.

Policy

SUNY Schenectady's policy on academic integrity defines cheating, plagiarism, and forgery and delineates the consequences of violating the policy. Submitting another student's work or having another individual complete assignments, assessment, or tests in either online or seated courses is a violation of the academic integrity policy. Along with submitting applications that include identifying data, students matriculating into the College are given access upon acceptance using their assigned SUNY Schenectady email address and secure password. This secure login is a student's only means of access to the learning management system (LMS) and the College's network. Subsequent to the creation of a student's account, Multifactor Authentication (MFA) is used to ensure that users are who they claim to be when remote.

Microsoft Authenticator enhances security by prompting users for additional verification methods beyond a password, such as a code from a phone or authenticator app. In all cases, the means of ensuring the verifiability of student identity in online instruction meet or exceed those used for in-person instruction. Students are registered in their online courses through Banner, which imports the registration information directly into the LMS without any action on the part of students, faculty, or staff beyond the regular registration process. Only duly registered students and the instructor of record appear on the roster of any online course. Furthermore, every action within a course site registers on the extensive tracking features of the LMS, which track each user in terms of time and duration of the action and part of the site involved, even if there is no posting by the student.