

Steering Committee

2017 Work Plan for Implementation Committee

No.	Issue	Deliverable	Steering Committee			IOC				
			June	August	Nov.	August	Nov	Jan 2018	Later 2018-19	
Quality Workgroup										
1.	<p>Ensuring Quality Courses: <u>Affordability</u> 1.2.1: Co-develop a quality certification system with its own rubric to measure course quality or invest in state-level licensing agreements.</p> <p><u>Quality 1.1.3:</u> Ensure implementation of a course certification system at all universities</p>	<p><i>Proposal approved by Steering Committee 1/25/17 to be presented to Board's Innovation and Online Committee on 3/29/2017 (QM or comparable process; course design template to be developed for faculty to use at their discretion; statewide agreement negotiated by FLVC or Board staff for QM).</i></p> <p>NEXT STEPS: (1) Update survey to determine current systems used in SUS to certify quality of courses. (2) FLVC or Board staff negotiates opt-in agreement with QM (3) Develop system quality review process (consider system review team, etc.)</p>								
				#1-2: Update			#1-2 Update			

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	offering online education [Designate such courses in FLVC course catalog, per Quality 1.1.2 below]	(4) FLVC develops coding structure for Quality and High Quality designations in DL catalog. (Will be ready to implement in fall 2017.) (5) Develop course design template, building in accessibility, for voluntary faculty use		#3 – 4: Approval	#5 – Approval		#3-4 Update #5 - Update		
2.	Awards for Quality Courses: <u>Quality 1.1.1.</u> In conjunction with the FCS, create a statewide award system for exceptional online courses and coding structure for FLVC catalog. <u>Quality 1.1.2:</u> Create a coding system in the FLVC course	Proposal to be submitted to Steering Committee in August 2017 and to IOC in November (first awards to be given at end of spring 2019 semester): (1) Proposal developed for awards program for high quality courses (2) FLVC develops coding structure for awards program in distance learning catalog (<i>by June 2018</i>) (3) Designation of award winners in the FLVC DL catalog – in subsequent terms after award given		#1 - Approval	#2-3 Update		#1 – Approval #2-3 Update		

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	catalog that allows for the identification of quality certified, President's Award, Florida's Quality Award, and Chancellor's Quality Aware courses.	<i>(first awards given in spring 2019)</i>							#3 – First winners announced
Online Programs and Courses									
3.	<u>Access 1.1.2</u> Offer a broad range of fully online degree programs in most Classification of Instructional Programs (CIP) codes reflected in the Board of Governors Approved Academic Program	Proposal approved by Steering Committee 1/25/17 to be presented to Board's Innovation and Online Committee on 3/29/2017 NEXT STEPS: Workgroup will draft a proposal to take to the Academic Program Coordination Committee for consideration after review by the Steering Committee; APCC will be asked to consider incorporating a review of new online majors	Approval			Update			

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	<u>Access 3.1.2:</u> Ensure universities are using need and demand data when considering programs for online delivery	into their existing process for reviewing new academic programs.							
4.	<u>Access 1.1.1</u> Establish and maintain an inventory of SUS online programs, as well as online courses . Ensure consistency of FLVC DL catalog with Board's Inventory.	Maintain an inventory of online majors on the Board web site. NEXT STEPS: (1) Board staff will propose to ICUF and FCS that they participate in the database. Board staff will propose that HECC discuss a cross-system database. (2) Board staff will develop a database, working with Board and institutional staff on data elements, and document process for keeping it current. (3) Board staff will survey institutions for initial inventory and upload into database			#1-6 Update		#1-6 Update		

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		<p>(4) Board staff will develop an application for delivery of the data to FLVC, university users, and others.</p> <p>(5) FLVC will run Board data against its database to ensure consistency.</p> <p>(6) Board staff will develop an application allowing universities to upload/manage their inventory of online programs.</p> <p>[Note: The tactic includes an inventory of online courses. FLVC's catalog reflects, at a minimum, online courses for which distance learning fees are charged. The Board databases capture (after-the-fact) distance learning courses that had enrollments in them. While neither approach reflects a complete and current inventory, together they give a sense of the extent of DL courses in the system. The recommendation is to remove</p>							

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		“as well as online courses” from the tactic.]							
5.	<p><u>Affordability</u> 1.2.2: Develop or co-develop shared master courses that would be available, but not required, for use in specific high-demand areas.</p> <p><u>Affordability</u> 3.1.1: Develop or co-develop shared programs that would be available, but not required, for use in areas of high demand while maintaining quality and increasing efficiencies</p>	<p>Proposal approved by Steering Committee 1/25/17 to be presented to Board’s Innovation and Online Committee on 3/29/2017</p> <p>NEXT STEPS:</p> <p>(1) Online Programs and Courses Workgroup will propose a university to establish, maintain, and manage a repository of gen ed course resources.</p> <p>(2) Establish a proposed oversight committee process for maintaining oversight to assure quality and accessibility. The university that manages the repository will coordinate the appointments of the oversight committee, which will set standards for the repository; the committee will not review each item. The Online</p>	#1 Approval (LBR)			#1 Approval, if LBR	#1 Update		
			#2 Approval				#2 Update		

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	through an innovative, shared model.	<p>Programs and Courses Workgroup will provide oversight of this initiative.</p> <p>(3) The Online Programs and Courses Workgroup will create a Shared Degree Program Task Force to recommend the viability of models used by other states, including relevant cost and cost/benefit estimates. The Chancellor's Office will coordinate the appointments of the task force.</p>		#3 Update			#3 Update		
6.	<u>Affordability 3.1.2:</u> Develop or co-develop competency-based and adaptive learning programs that would be available, but not required, for use in	(1) Online Programs and Services Workgroup will develop a plan for consideration by the Steering Committee in June for how competency-based and adaptive learning programs could be funded, developed/co-developed, and delivered.	#1 Approval (LBR)			#1 Approval, if LBR issue			

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	<p>appropriate areas of high demand, primarily around adults and workforce needs, while maintaining quality and increasing efficiencies through an innovative, shared model.</p> <p>Access 2.1.3: Seek incentive funding to encourage institutions to implement innovations in online education</p>	<p>First competency-based and/or adaptive learning program(s) will be available to the extent funding allows (Date TBD)</p> <p>(2) Online Programs and Courses Workgroup will develop a plan for consideration by the Steering Committee in June for how the IFOL initiative could be funding.</p> <p>(3) Online Programs and Courses Workgroup will recommend to the Steering Committee the appointments to the Innovation in Florida Online</p>	#2 Approval (LBR)	#3 Approval		#2 Approval, if LBR issue	#3 Update		

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		<p>Learning (IFOL) Coordinating Committee. Upon its creation, this Committee will report to the Steering Committee via the Online Programs and Courses Workgroup.</p> <p>(4) IFOL will convene an annual Florida Higher Education Innovation Summit</p>							#4 -2019
7.	<p><u>Affordability</u> 2.1.1: Determine and promote methods to increase the use of open-access textbook and educational resources to reduce costs to students</p> <p><u>Affordability</u> 2.1.2: Reduce the costs of</p>	<p><i>Proposal approved by Steering Committee 1/25/17 to be presented to Board's Innovation and Online Committee on 3/29/2017</i></p> <p>NEXT STEPS:</p> <p>Create an Open Educational Resources/eText Committee, which will include, but not be limited to, representatives from SUS libraries and the FLVC Orange Grove to:</p> <p>(1) Recommend to the Steering Committee how</p>	Approval						

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	eTextbooks for students through mechanisms that could include negotiating lower pricing with vendors and providing an enhanced repository for educational material.	<p>best to leverage OER repositories available through SUS libraries, Unizin, and FLVC's Orange and, if needed, the selection of an OER/eText catalog tool</p> <p>(2) Recommend to the Steering Committee a repository tool to support sharing and adoption of new OER.</p> <p>(3) Work with institutional marketing professionals to Implement state-wide PR and marketing efforts to increase faculty awareness, as well as coordinate usage, training, and technical support</p>	#1 Approval (LBR est.)	#1 Approval		#1 Approval, if LBR issue			
			#2 Approval (LBR est.)	#2 Approval	#3 - Update	#2 – Approval, if LBR issue	#3 - Update		
8.	<u>Quality 2.1.1:</u> Create a statewide online education research consortium	<p>Research Consortium created in 2016.</p> <p>(1) Steering Committee will discuss expectations of Research Consortium in</p>		#1 Guidance					

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	<p>with members from Florida institutions interested in sharing and presenting research, determining research needs in online education, and identifying collaborative research projects.</p> <p><u>Quality 2.1.2</u> Develop a process to share research-based best practices that are occurring across the different institutions.</p>	<p>June, including potential LBR.</p> <p>(2) Research Consortium will recommend a process for sharing research-based best practices.</p>			#2 Approval				
9.	<u>Access 1.1.3:</u> Increase 2 + 2 collaborations	Working with staff from the Board's 2 + 2 Committee, the Online Programs and Courses		Update					

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	between SUS institutions and institutions in the Florida College System. Increase strategic collaborations between SUS institutions, as well as between SUS institutions and other [postsecondary] universities, to meet the statewide goals for providing access to online instruction.	Workgroup will ensure online programs are taken into consideration when 2 + 2 collaborations are developed.							
10.	<u>Access 3.1.1:</u> Encourage universities to work with employers in their respective regions to identify unmet	<i>Proposal approved by Steering Committee 1/25/17</i> NEXT STEPS: Online Programs and Courses Workgroup will draft a letter for provosts' consideration.		Guidance					

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	continuing education needs.								
Infrastructure and Shared Services Workgroup									
11.	<p><u>Quality 2.2.1:</u> Use a scorecard to ensure that each university has the technology needed to provide quality online education.</p> <p><u>Quality 2.2.3:</u> Using Quality Scorecard or a similar process, ensure universities review their infrastructure to confirm that students, including students with disabilities, can easily access</p>	<p>(1) Recommendations developed for best process(es) for conducting technology reviews and the timeframe in which the reviews should be undertaken at each institution.</p> <p>(2) Reviews undertaken at institutions. Report given to Steering Committee</p>	#1 Approval						
					#2 Approval of Report			#2 Update	

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	their online instruction.								
12.	<p><u>Quality 2.2.2:</u> Develop a structure to facilitate collaboration system-wide in evaluating, recommending, and purchasing software to ensure cost efficiencies and effectiveness</p> <p><u>Affordability 1.1.2:</u> Explore additional items for potential sharing to expand the quality of the student online learning experience while reducing costs through efficiency, such</p>	<p>Proposal approved by Steering Committee 1/25/17 to be presented to Board's Innovation and Online Committee on 3/29/2017</p> <p>NEXT STEPS FOR COLLABORTION: The Infrastructure and Shared Services Workgroup will work with the FLVC Licensing Committee to identify technology, software, and/or services to explore and test. Recommendations for implementation will be made to the Steering Committee.</p> <p>NEXT STEPS FOR PROCTORING: (1) A proctoring network committee will be established within FLVC,</p>	Approval (LBR)		Update	Approval, if LBR			
			#1 Approval						

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	as a Proctoring Network, Tutoring Network, and expansion of Florida Orange Grove shared resources.	possibly as a component of the Licensing Committee. (2) The Infrastructure and Shared Services Workgroup will bring recommendations for needed resources to the Steering Committee in June.	#2 Approval (LBR)			#2 Approval, if LBR			
13.	<u>Affordability 1.2.3:</u> Review and recommend data analytic tools and methods to predict student success in online education	(1) Infrastructure and Shared Services Workgroup will review and evaluate current data analytic tools and methods on the market and provide information on which data analytic tools and methods are being used by each institution. <i>(completed)</i> (2) Licensing Committee will make recommendations concerning data analytic tools.		#2 Guidance	#2 Approval			#2 Update	
14.	<u>Affordability 1.2.4:</u> Develop means to collect data								

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	from learning management systems, student information systems, and other appropriate sources to create predictive analytics tools and interventions to increase student persistence and completion.	<i>Unizin has been invited for a discussion with the Steering Committee in August.</i>		Guidance			Update		
15.	<u>Access 1.1.7:</u> Provide multiple, accelerated terms to allow students to begin and finish their online programs in a timelier manner.	Infrastructure and Shared Services Workgroup to survey SUS institutions to determine availability of multiple, accelerated terms. Identify the technology and processes that need to be altered. Develop report.		Guidance			Update		

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	Address technology, workflow, and financial aid processes to allow implementation of these models.								
16.	<u>Affordability 1.1.1</u> : Expand the online marketplace to enhance current shared services using statewide buying power and building economy-of-scale drivers. Develop Florida SHINES as a point of contact for students at all levels, including students with disabilities, to	<ol style="list-style-type: none"> 1. The Infrastructure and Shared Services Workgroup to use the findings of the cost study and the work of other committees to make recommendations on areas of possible sharing - that would produce cost savings to individual institutions. 2. Survey institutions to determine when and if such shared services would be used if selected. 3. Launch shared services opportunities on Florida Shines. 4. Submit as part of the overall LBR any requests that may include statewide 		#1-4 Guidance	#1-4 Approval			#1-4 Update or Approval	

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	gain access to vital services, including financial aid, scholarships, and library resources.	purchased shared services (to be determined).							
<u>17.</u>	<p><u>Access 2.1.2:</u> Obtain funding for statewide marketing and recruiting to expand online enrollments.</p> <p>Access 1.1.5: Provide a statewide marketing campaign to build awareness for fully online degree programs and courses offered throughout the state by the SUS and the</p>	<ol style="list-style-type: none"> 1. Develop marketing goals for Florida. 2. Hire a company that can develop a full marketing roadmap to achieve goals. 3. Request funding for statewide marketing launch. This will include following the roadmap, making media buys, etc. 4. Launch plan and monitor success metrics 		#1-4 Guidance	#1-4 Approval			Update or approval	

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	Florida College System.								
Student Services									
18.	<u>Quality 2.3.1:</u> Ensure the universities use Quality Scorecard or a similar process to confirm that online students, including online students with disabilities, have access to services equivalent to those used by campus-based students.	Upon approval of the proposed process, the Student Services Workgroup will conduct an assessment of each SUS institution and compile results. Next Steps: 1. Universities will begin using the Scorecard during summer 2017. The Scorecard will be presented to the Online Learning Consortium Conference in 2018.			Approve report			Update	
19.	<u>Access 1.1.8:</u> Provide a robust set of student support services to support the	Based on report created by the Infrastructure Workgroup describing processes used by SUS institutions that have implemented multiple, accelerated terms, the Student						Update	

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	delivery of multiple, accelerated models.	Services Workgroup will develop recommendations concerning the student support services needed to support this new delivery method, as well as their costs. <i>(due in 2018)</i>							
Professional Development									
20.	Quality 1.2.4: Integrate the Quality Matters Course Rubric, the Online Learning Consortium Quality Scorecard, and/or similar rubrics into the professional development processes.	Quality Workgroup will work with UCF to integrate approved state-wide quality certification system(s) into professional development material,		Update			Update		