

Steering Committee

2018 Work Plan for the Implementation Committee  
for Initiatives in the 2025 Strategic Plan for Online Education

No.	Issue	Deliverable	Steering Committee					Board's Innovation and Online Committee					
			Jan.	March	June	Sept	Nov.	Jan.	March	June	Sept.	Nov.	2019
<b>Quality Workgroup</b>													
1.	<p><b>Ensuring Quality Courses:</b></p> <p><u>Affordability</u></p> <p>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 IOC 3/29/2017</i></p> <p><b>NEXT STEPS:</b></p> <p>(1) Update survey to determine current systems used in SUS to certify quality of courses.</p> <p>(2) FLVC or Board staff negotiates opt-in agreement with QM</p> <p>(3) Develop system quality review process (consider system review team, etc.)</p> <p>(4) FLVC develops coding structure for Quality and High Quality designations in DL catalog.</p> <p>(5) Develop course design template, building in accessibility, for voluntary faculty use <b>(COMPLETED)</b></p>		#1-4 Update on quality certification system							#1-4 Update on quality certification system		

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	offering online education  [Designate such courses in FLVC course catalog, per Quality 1.1.2 below]													
2.	<p><b>Awards for Quality Courses:</b>  <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.</p> <p><u>Quality 1.1.2:</u>                      Create a coding system in the FLVC course catalog that allows for the</p>	<p>(1) Proposal developed for awards program for high quality courses <b>(COMPLETED)</b></p> <p>(2) FLVC develops coding structure for awards program in distance learning catalog (<i>by June 2018</i>)</p> <p>(3) Designation of award winners in the FLVC DL catalog – in subsequent terms after award given (<i>first awards given in spring 2019</i>)</p>		#2 Update										#3 Update on Awards

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	identification of quality certified, President's Award, Florida's Quality Award, and Chancellor's Quality Aware courses.													
<b>Online Programs and Courses</b>														
3.	<p><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</p> <p><u>Access 3.1.2:</u> Ensure</p>	<p><b>Proposal approved by Steering Committee 1/25/17 and the Board's Innovation and Online Committee on 3/29/2017</b></p> <p><b>NEXT STEPS:</b> Per direction of the Steering Comm on 1/24/18, a regulation will be drafted and discussed/approved in March 2018.</p>	Update	Approval of Draft Regulation						Notice Draft Reg.	Approve Reg. (full Board)			

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	universities are using need and demand data when considering programs for online delivery													
4.	<p><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.</p>	<p>Maintain an inventory of online majors on the Board web site.</p> <p><b>NEXT STEPS:</b>                      (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.  <b>COMPLETED.</b>                      (3) Board staff will survey institutions for initial inventory and upload into database  <b>COMPLETED</b>                      (4) Board staff will develop an application for delivery of the data to FLVC, university users, and others. <b>COMPLETED</b></p>	#1-6 Update											

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		(5) FLVC will run Board data against its database to ensure consistency. (6) Board staff will develop an application allowing universities to upload/manage their inventory of online programs. <b>COMPLETED</b>												
5.	<p><u>Affordability 1.2.2:</u> 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 3.1.1:</u> Develop or co-develop shared programs that would be available, but not required, for use in areas</p>	<p><b>Proposal approved by Steering Committee 1/25/17 and the Board's Innovation and Online Committee on 3/29/2017</b></p> <p><b>NEXT STEPS:</b></p> <p>(1) Online Programs and Courses Workgroup will propose a university to establish, maintain, and manage a repository of gen ed course resources. <b>(COMPLETED)</b></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</p>												
						#2 – Update							#2 – Update	

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	of high demand while maintaining quality and increasing efficiencies through an innovative, shared model.	oversight committee, which will set standards for the repository; the committee will not review each item. The Online Programs and Courses Workgroup will provide oversight of this initiative.  (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.	# 3 Approval of plan and charge to TF				#3 – Report Approval						#3 – Report Approval	
6.	<u>Affordability</u> 3.1.2: Develop or co-develop competency-based and adaptive learning programs that would be	(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,					#1 - Report on AL and CBE						#1 - Report on AL and CBE	

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	<p>available, but not required, for use in 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>and delivered. <b><u>(BOG submitted LBR)</u></b></p> <p>First competency-based and/or adaptive learning program(s) will be available to the extent funding allows (Date TBD)</p> <p><b>(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 funded. <u>(BOG submitted LBR. Steering Com to discuss plans on 3/2018 if LBR not funded)</u></b></p> <p><b>(3) Online Programs and Courses Workgroup will</b></p>													
				#3 Approval of approach		#3 Update									

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		recommend to the Steering Committee the appointments to the Innovation in Florida Online Learning (IFOL) Coordinating Committee. Upon its creation, this Committee will report to the Steering Committee via the Online Programs and Courses Workgroup. <u>(Waiting approval of LBR)</u> (4) IFOL will convene an annual Florida Higher Education Innovation Summit <u>(Waiting approval of LBR)</u>		if not funded											
7.	<u>Affordability 2.1.1:</u>	<b>Proposal approved by Steering Committee 1/25/17 and by the</b>													

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	<p>Determine and promote methods to increase the use of open-access textbook and educational resources to reduce costs to students</p> <p><u>Affordability 2.1.2:</u> Reduce the costs of eTextbooks for students through mechanisms that could include negotiating lower pricing with vendors and providing an enhanced repository for educational material.</p>	<p><b>Board's Innovation and Online Committee on 3/29/2017.</b></p> <p><b>NEXT STEPS:</b>            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 best to leverage OER repositories available through SUS libraries, Unizin, and FLVC's Orange Grove 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</p>		#1-3 – Update: university and systemwide OER/e-text initiatives										

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		usage, training, and technical support												
8.	<p><u>Quality 2.1.1:</u> Create a statewide online education research consortium 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</p>	<p>Research Consortium created in 2016.</p> <p>(1) Steering Committee will discuss expectations of Research Consortium <b>(COMPLETED)</b></p> <p>(2) Research Consortium will recommend a process for sharing research-based best practices.</p> <p><u>This tactic or deliverable will be merged with Affordability 1.2.4, pursuant to Steering Committee 1/24/2018/</u></p>		Update on how merger will work		Approval						Update (include with IFOL update?)		

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	practices that are occurring across the different institutions.													
9.	<u>Access 1.1.3:</u> Increase 2 + 2 collaborations between SUS institutions and institutions in the Florida College System. Increase strategic collaborations between SUS institutions, as well as between SUS institutions and other universities, to meet the statewide goals for providing access to online instruction.	Working with staff from the Board's 2 + 2 Committee, the Online Programs and Courses Workgroup will ensure online programs are taken into consideration when 2 + 2 collaborations are developed. <b>(COMPLETED)</b>												
10.	<u>Access 3.1.1:</u> Encourage universities to	<b>Proposal approved by Steering Committee 8/3/2017</b>												

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	work with employers in their respective regions to identify unmet continuing education needs.	Offer to work with Board ASA staff on the Board's economic development initiatives and share inventory of online programs when completed. <b>(COMPLETED)</b>												
10.5	STEM Labs ( <i>not in Strategic Plan</i> )	Pilot Chemistry Lab Steering Committee approved recommendations of TF in Nov. 2017 and approved funding approach on 1/24/2018	Approved					Approved						
<b>Infrastructure and Shared Services Workgroup</b>														
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</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. <b>COMPLETED. Report approved by Steering Com on 11/2018</b></p> <p>(2) Reviews undertaken at institutions. Report given to Steering Committee <b>COMPLETED. Report approved by Steering Com 11/2018</b></p>	#2 - Update					# 2 – Approval of Report						

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	universities review their infrastructure to confirm that students, including students with disabilities, can easily access their online instruction.	(3) <u>Update subsequent Scorecard to reflect information on privacy, per BOG motion on 1/24/2018.</u>											#3 - Update
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</p>	<p><b>Proposal approved by Steering Committee 1/25/17 and by the Board's Innovation and Online on 3/29/2017</b></p> <p><b>NEXT STEPS FOR COLLABORTION:</b> 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>			Update					Update			

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	quality of the student online learning experience while reducing costs through efficiency, such as a Proctoring Network, Tutoring Network, and expansion of Florida Orange Grove shared resources.	<b>NEXT STEPS FOR PROCTORING:</b> (1) A proctoring network committee will be established within FLVC, 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. <b>(COMPLETED.</b> Included in 2018-19 LBR)			#1 – Update						#1 - Update		
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>Per Steering Committee guidance on August 30, 2017, the focus will be narrowed to faculty reports.</i>	#1 Approval										#1 Update

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		(2) Licensing Committee will make recommendations concerning data analytic tools. <i>The Steering Committee's decision on Affordability 1.2.4 on 1/24/2018 rendered this deliverable moot.</i>											
14.	<u>Affordability 1.2.4</u> : Develop means to collect data from learning management systems, student information systems, and other appropriate sources to create predictive analytics tools and interventions to increase student	<p><i>Unizin made a presentation to the Steering Committee in August 2017.</i></p> <p>This tactic or deliverable will be merged with responsibilities of the Research Consortium (<i>Steering Committee decision 1/24/2018</i>)</p>	Report on use of data analytic tools	Update on how rev. tactic or deliverable will work								Update:	

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	persistence and completion.												
<u>15.</u>	<u>Access 1.1.7:</u> Provide multiple, accelerated terms to allow students to begin and finish their online programs in a timelier manner. Address technology, workflow, and financial aid processes to allow implementation of these models.	<p>Infrastructure and Shared Services Workgroup to survey SUS institutions to determine availability of multiple, accelerated terms. <b>(COMPLETED)</b></p> <p>Identify the technology and processes that need to be altered. Develop report.</p> <p><b>Steering Committee decision on 1/24/2018:</b> Find solutions on individual campuses. Conduct annual survey to determine if solutions have been found and can be shared.</p>	Approval of report								Report (Joint report with Access 1.1.8 re: Student Support Services for multiple, accelerated terms)		
<u>16.</u>	<u>Affordability 1.1.1:</u> Expand the online marketplace to enhance current shared services using statewide buying power	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.			# 1-4 Update						Update		

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	and building economy-of-scale drivers. Develop Florida SHINES as a point of contact for students at all levels, including students with disabilities, to gain access to vital services, including financial aid, scholarships, and library resources.	<ol style="list-style-type: none"> <li>Survey institutions to determine when and if such shared services would be used if selected.</li> <li>Launch shared services opportunities on Florida Shines.</li> <li>Submit as part of the overall LBR any requests that may include statewide purchased shared services (to be determined).</li> </ol>											
17.	<p><u>Access 2.1.2:</u> Obtain funding for statewide marketing and recruiting to expand online enrollments.</p> <p><u>Access 1.1.5:</u> Provide a statewide marketing campaign to</p>	<p>Per Steering Committee discussion 8/30/2017</p> <ol style="list-style-type: none"> <li>Develop marketing goals for Florida.</li> <li><u>Pull together institutional staff who have been doing online marketing. Perhaps online programs catalog needs more visibility.</u></li> <li>Launch plan and monitor success metrics</li> </ol>			#1-3 Approval						Update #1-3		

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	build awareness for fully online degree programs and courses offered throughout the state by the SUS and the Florida College System.													
<b>Student Services</b>														
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	Upon approval of the proposed process, the Student Services Workgroup will conduct an assessment of each SUS institution and compile results.  <b>Next Steps:</b> Universities will begin using the Scorecard during summer 2017. The Scorecard will be presented to the Online Learning Consortium Conference in 2018.	Discus methodology	Approval of report/recs						Approval of report/recs				

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	campus-based students.												
19.	<u>Access 1.1.8:</u> Provide a robust set of student support services to support the delivery of multiple, accelerated models.	Based on report created by the Infrastructure Workgroup describing processes used by SUS institutions that have implemented multiple, accelerated terms, the Student Services Workgroup will develop recommendations concerning the student support services needed to support this new delivery method, as well as their costs.			Approval						Report (Joint report with Access 1.1.7 re: tech, processes for multiple, accelerated terms)		
<b>Professional Development</b>													
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 <b>(COMPLETED)</b>											
<b>All Workgroups</b>													

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21.	Review of performance indicators and goals for mid-term adjustments of 2025 Strategic Plan for Online Education												(Steering Comm and IOC) – Review/ Approval