

MINUTES
STATE UNIVERSITY SYSTEM OF FLORIDA
BOARD OF GOVERNORS
QUALITY WORKGROUP FOR THE
TASK FORCE ON STRATEGIC PLANNING FOR ONLINE EDUCATION
MEETING VIA CONFERENCE CALL
APRIL 16, 2015

1. Call to Order

Chair Shawn Felton convened the meeting at 9:00 a.m. on April 16, 2015, with the following members present: Franzetta Fritz, Dr. Gary Perry, Dr. Victoria Brown, Dr. Sally McRorie, and Marcella David. A quorum was established. Dr. Nancy McKee was also present on the call.

2. Opening Statement

Dr. Brown asked Dr. McKee about a particular template in the agenda packet, which outlined performance indicators and outcome targets. Dr. McKee explained that this table was used in the Board of Governors 2025 Strategic Plan.

Chair Felton stated that minutes from the March 12, 2015 and March 18, 2015 meetings are available to the committee for review and editing. These minutes will be considered for approval during the next teleconference. He also reported that the additional documents sent out by FGCU regarding quality are also available. Since September, the team has been drafting methods that would create a culture of quality. The team provided raw data from the surveys they conducted to help guide this meeting's goals.

3. Discussion

Dr. Brown explained that the survey will provide background information to see what measures of quality are being used at different universities in the state. Chair Felton asked Dr. Brown how they would distribute the survey and who the target audiences are. Dr. McKee suggested reaching out to the Florida Virtual Campus staff, such as John Opper or Don Muccino, to distribute the survey to distance learning leaders. She added that a cover letter would facilitate communication about the project to them. Chair Felton stated that they plan to have final feedback by May 8th.

Dr. Brown provided a revision to a working document referred to as "the crosswalk," which breaks down quality at the course level, program level, institutional level, and state level. Chair Felton requested that Dr. Brown send the revised crosswalk to Angela so it can be shared with the rest of the group.

Dr. Perry requested that the group put together materials and a drop box where they can share this information. He would like the strategic plan to have concrete goals in terms of quality. Dr. McKee stated that any documents they need posted can be posted on the Board of Governors website created for the Task Force.

Dr. Perry conveyed that he hopes that, when they have their strategic plan ready, the Board will have the resources to support it.

4. Next Steps

Chair Felton said that they need to provide survey feedback to Dr. Brown by April 22-23, 2015, then launch the survey through Florida Virtual Campus on April 27, 2015 and run it for two weeks through May 8, 2015. The next full Task Force meeting is on Wednesday, April 29, 2015. The following Task Force meeting will be on May 26, 2015. He suggested scheduling their next Workgroup conference call the week of May 11 or May 18 to review survey results and provide assignments. Dr. Perry said that they need specific goals for the strategic plan through 2025. Chair Felton asked Dr. McKee to provide the link to the Board of Governors 2025 Strategic Plan for the members to review. Dr. Perry suggested using the crosswalk to help them come up with stated goals at the different levels.

Dr. McKee explained that the Board of Governors Strategic Plan includes only system goals and, using those goals, the Board monitors the system's performance with the annual accountability report. Dr. McKee suggested that goals remain at the system level instead of having every institution establish a goal in the system plan.

Dr. Brown said that they could join Unizin and create a database to produce analytics and analyze factors of online students. It is important to report credentialing and rates of faculty or adjuncts that teach online courses. Dr. McKee said that these would be performance indicators, rather than goals. Ms. David said it is important to differentiate measures from an actual goal. Chair Felton said that they would discuss goals during the next conference call.

Dr. McKee will check with the Board's General Counsel regarding Sunshine Law requirements for posting work papers.

5. Concluding Remarks and Adjournment

Chair Felton remarked that his team will work on scheduling the next Workgroup meeting in preparation for the full Task Force meeting in May.

Chair Felton adjourned the meeting at 9:55 a.m.

Shawn Felton, Chair

Nancy McKee