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STATE UNIVERSITY SYSTEM OF FLORIDA
STEERING COMMITTEE
SUS 2025 Strategic Plan for Online Education
November 18, 2020

SUBJECT: Approval of Minutes

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PROPOSED STEERING COMMITTEE ACTION

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BACKGROUND INFORMATION

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Supporting Documentation Included: Minutes, January 29, 2020
Minutes, March 5, 2020

Facilitators/ Presenters: Chair Wilcox

MEETING NOTES
STEERING COMMITTEE FOR THE
IMPLEMENTATION OF THE 2025 STRATEGIC PLAN FOR ONLINE EDUCATION
FLORIDA STATE UNIVERSITY
TALLAHASSEE, FLORIDA
January 29, 2020

1. Call to Order and Opening Remarks

Chair Ralph Wilcox convened the meeting at 3:00 p.m. on January 29, 2020. The following members present: Provost Bret Danilowicz, George Ellenberg, Ken Furton, Joe Glover, Sally McRae, and Associate Vice Chancellor Nancy McKee (noting).

5. Marketing

Brittany Wise indicated there is a System \$300,000 campaign to target out-of-state industries to raise awareness of the value of the SUS. When people click on the ads, they will land on a page that will include a blurb about universities' offerings, including online offerings. They will then be able to go to the "For Business" tab on the flbog.edu site. The campaign started in November and will wrap up in late March/early April.

MEETING NOTES
 STEERING COMMITTEE FOR THE
 IMPLEMENTATION OF THE 2025 STRATEGIC PLAN FOR ONLINE EDUCATION
 Electronic Communication
 March 5 2020

Performance Metrics: Enrollment Goals for Undergraduate and Graduate Students

On March 5, 2020, Associate Vice Chancellor Nancy McKee emailed the Steering Committee regarding the two performance measures and goals for which the Committee had recommended no changes to the Board's Innovation and Online Committee at its meeting on October 30, 2019. The IO had requested additional data for both measures.

Provost Wilcox reviewed the additional data provided by the Board's Office of Data Analytics and asked that Dr. McKee obtain feedback on the changes he thought should be recommended to the Innovation and Online Committee for the 2025 Strategic Plan for Online Education:

1. CURRENT: Percentage of SUS undergraduate students enrolling in one or more online courses each year: 75%
 - x REVISED Recommended Goal: 60%
 - x Supporting Data:

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2. CURRENT:

Key Deliverables

The key deliverables comprise a description of the work to be performed:

- x Host and coordinate the annual TOPkit Workshop in a virtual format, awarding a badge for participation, and continually enhancing this offering.
- x Maintain TOPkit.org and host additional openly licensed resources on the TOPkit website.
- x Communicate effective best practices, tips, and features monthly via TOPkit Digest e-newsletter.
- x Facilitate or coordinate professional development webinars or coordination of Online CoLAB speed networking events.
- x Conduct an annual needs assessment or focus group of key stakeholders about faculty development trends, needs, and competency gaps. Share these results.

Efficiencies Comparative to Previous TOPkit Efforts

The initial proposed budget for TOPkit, \$2,333,150 with an average cost per year for the next 5 years of \$466,330. Compare that to the proposed total cost for 5 years at \$233,150 with an average cost per year for the next 5 years of \$46,630.

Listed are efficiencies built into the proposed project plan that differs from the previous TOPkit efforts:

- x Hosting the TOPkit Workshop in a virtual format
- x Reducing maintenance of the calendar of events
- x Decreasing number of team members contributing to the overall team effort
- x Holding fewer TOPkit Advisory Board Meetings
- x Streamlining communications
- x Increasing coordination efforts with greater reliance on contributors for key TOPkit community efforts
- x Decreasing production efforts, like website development and content creation

These efficiencies serve to place concentrated efforts on activities that hold potentially more impact toward the goal of fostering a culture of quality online education across the state of Florida.

TOPkit Advisory Board Members

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events as part of the larger State University System of Florida and Florida College
System effort to foster a culture of quality online education.

- x Tom Tu, EdS (Chair), Distance Learning & Student Services, Florida Virtual Campus
- x Amanda Major, EdD, CPLP, PMP, Instructional Designer, University of Central Florida
- x Cindy DeLuca, EdD, Assistant Vice Provost, University of South Florida
- x Phil Simpson, PhD, Provost for Titusville Campu s & Eastern Florida Online, Eastern Florida State College
- x Wendy Howard, EdD, Program Director, Pegasus Innovation Lab, University of Central Florida
- x Brian Marchman, PhD, Assistant Provost and Director Distance & Continuing Education , University of Florida
- x Kendall St. Hilaire, EdD, Assistant Dean of the Virtual Campus, Indian River State College
- x John Opper, PhD, Executive Director Distance Learning and Student Services , Florida Virtual Campus
- x Tom Cavanagh, PhD, Vice Provost for Digital Learning, University of Central Florida
- x Meredith Montgomery (Administrative Support), Administrative and Special Events Coordinator, Florida Virtual Campus
- x Willie Freeman, Director for eLearning, Florida Atlantic University
- x Kelvin Thompson, EdD, Executive Director, Center for Distributed Learning, University of Central Florida
- x Page Jerzak, Assistant Vice President of Academic Technology and Training, Sante Fe College
- x Rozy Parlette, Assistant Director of Online Course Development, University of North Florida

Supporting Documentation Included: TOPkit Project 5-Year Renewal Request
TOPkit Contributions from Universities

Facilitators/ Presenters: Dr. Tom Cavanagh

TOPkitProject Renewal Request



Pricing for TOPkit Renewal Request (July 1, 2021 to June 30, 2026)

TOPkit Project Renewal Request



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TOPkit



Key Stakeholders

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Project Milestones

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Project Budget

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TOPkitProject Renewal Request



Efficiencies Comparative to Previous TOPkit Efforts

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Univ.	<u>UG</u>	<u>Grad</u>	<u>Total</u>	<u>%</u>	<u>Allocation</u>
FAMU	7,768	1,999	9,767	3.1%	\$ 1,429
FAU	21,922	3,495	25,417	8.0%	\$ 3,719
FGCU	12,449	919	13,368	4.2%	\$ 1,956
FIU	39,896	8,398	48,294	15.2%	\$ 7,067
FL POLY	1,266	20	1,286	0.4%	\$ 188
FSU	32,257	7,493	39,750	12.5%	\$ 5,816
NCF	879	20	899	0.3%	\$ 133
UCF	52,423	6,435	58,858	18.5%	\$ 8,612
UF	37,786	14,087	51,873	16.3%	\$ 7,590
UNF	13,282				

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STATE UNIVERSITY SYSTEM OF FLORIDA
STEERING COMMITTEE
SUS 2025 Strategic Plan for Online Education

SUBJECT: Awards Program for High Quality Online Courses

PROPOSED COMMITTEE ACTION

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BACKGROUND INFORMATION

Tactic(s): 4XDOLW\Q FRQMXQFWLRQ ZLWK WKH)ORULGD &ROOHJ
DZDUG V\ MWFHPS WLRQDO R\ Q\ W\ D\ P\ Y\ H\ G\ X\ Z\ D\ U\ G\ V\ IRU RQOLQH FR
RQ MRLQWO\ GHYHORSHG RU VHOHFWHG UXEULFV VXFK DV
0DWWHUV 40 UXEULF DQG RU VLPLODU UXEULFV 7KH ILU
WKHY M\ Q\ V\ LW\ OHYHO 7KH VHFRQG OHYHO WKH 'LVWLQJXLV
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Status: 7KH FRPPLWWHH DSSURYHG SUHYLRXVO\ 0DUFK
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DORQJ ZLWK H[HPSODU DZDUGV SURJUDPV QDWLRQZLGH WR

Recommendation(s):

Alignment Between Quality Courses and Awards Program

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WHDFKLQJ RI RQOLQH FRXUVHV >ZLWK (Suggested Addition) LV RQ TX

Relationship Between Award Levels

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Number and Frequency of Award Offerings

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Materials available:

- x 11 courses
- x 2 assignments
- x 1 discussion post
- x 1 Canvas page

otal number of downloads:

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Course	College Algebra	MAC1105	Kevin Knudson	UF	2	1
Course	Expository and Argumentative Writing	ENC1101	Alison Reynolds	UF	0	1
Course	Argument and Persuasion	ENC1102	Alison Reynolds	UF	0	1
Course	Theatre Appreciation	THE2000	Charlie Mitchell	UF	1	0
Course	Physics 1	PHY2053	Shawn Weatherford & Robert DeSerio	UF	1	0
Course	USF Returning to Campus		Denise Haunstetter	USF	2	2
Course	English Composition I	ENC1101	Emily Proulx	UCF	5	3
Course	CTE Online Toolkit		Jennifer Smith	UF	37	2
Discussion	What is Racism and Who Can Be a Racist? The Great Debate League		Bruce Stroube	FAMU	0	0
Page	What if Proctorio is Not Working		Autar Kaw	USF	26	1

USF	Dr. Cindy DeLuca Associate Vice President, Innovative Education
UWF	Dr. Lisa Blalock Associate Professor, Psychology

