

*Ohio Learning Network Governing Board Meeting
May 21, 2002*

**2455 North Star Road
Columbus, OH 43221**

OLD BUSINESS

- Minutes of March Meeting
 - Wood moved to approve the minutes of the March 4, 2002 meeting as written. The motion was seconded by Paul Gaston and passed unanimously.
- Fiscal Update FY03
 - Carey noted OLN's budget for FY02 is on target and the budget for FY03 is drafted with \$235,200 cut.
- Meeting Dates
 - Siff reported the next board meeting is scheduled for July 16 and only includes the Executive Committee. The Futures Panel will meet at the Concourse Hotel & Convention Center in Columbus on July 29th and 30th for the assessment project. The Board is invited to attend on a voluntary basis. Siff announced the Futures Panel will join the Board for its retreat on September 23rd and 24th in Columbus.

CONTINUING PROJECTS

- Academic Outreach
 - Emerging Needs FY02 Recommendations – Mott reported five proposals are recommended for funding in the IT and Engineering category, totaling \$1,865,628. Sixteen proposals are recommended for funding in the Health Care category. Ten proposals are recommended for funding in the Health Care category, totaling \$211,035. Hickey moved to accept the committee's set of recommendations. The motion was seconded by Cummisky and passed unanimously.
 - \$311,072 Remaining Funds Ideas – Mott reported that following the rounds of recommendations, the total funding allocated was \$2,076,663, leaving a remaining \$311,072. Mott explained some of the remaining funds could be offered to Cuyahoga Community College and ASM (noting the project has merit, but there are policy issues limiting OLN funding to for-profit organizations) and the remaining money can be returned to the FY03 Emerging Needs program or retained as a reserve. Gaston moved to leave the decision to clearly define the deliverables to the Executive Committee in July. The motion was seconded by Cummisky and passed unanimously. The Board suggested spending up to \$150,000 in support of the Cuyahoga Community College proposal, providing expectations are met.
 - RFP for FY 03 Program – Mott announced that recipients of the planning grants will be invited to a June meeting to learn more about other projects, find overlaps to create alignment, talk about items to include in a grant request for health care, address questions and clarify the FY 03 RFP. Linda Steele moved to approve the FY 03 RFP Release following the June Planning Grants Team meeting. The motion was seconded by Hickey and passed unanimously.
 - Marketing Updates – Mott noted there are peaks in hits to the OLN web site following radio advertising. Mott said the Executive Summary from the Ohio Poll is a survey data update from 1999 of categories such as personal educational goals, computer knowledge,

and openness to distance learning. He said the next step is to work with a focus group of adults in southeastern Ohio.

- Professional Development
 - Learning Communities Recommendations - Skill reported 42 Readiness Grants proposals and 11 January Learning Institutes proposals were received. Thirty-one Readiness grants were recommended for funding; six Learning Institutes grants were recommended for funding. Hickey moved to accept the Readiness Grants and January Learning Institutes proposals as proposed. The motion was seconded by Wood and passed unanimously.
- OLN 2002 Conference
 - Final Report/Recommendations for OLN 2003 – Cain reported the Conference Planning Committee held a wrap-up and debriefing meeting in April meeting and general consensus indicated the conference was successful. Cain reported the following highlights: there were 285 participants; 80 quality program proposals were received; attendees loved the Hilton as the conference venue; OARnet and OSU provided good service. As faculty was underrepresented at this year's conference, various strategies were suggested to increase faculty attendance. Cain said the conference is working toward self-sufficiency and a conference sub-group will meet this summer to discuss finances. Various suggestions were offered to increase revenue and decrease expenses. Cain reported on program ideas for next year's conference. Carey is currently putting together the Conference Planning Committee for next year.
- Quality Task Force
 - Metros reviewed the list of task force members and reported the group recently met. She read the Quality Task Force's original charge and noted the Quality Task Forces asks the charge be revised slightly. Metros reported the group's action items from the meeting: adapt the charge with edits and circulate among listserv members; review the Principles of Good Practice at a later meeting; discuss barriers and outcomes of distance learning; ask how quality in distance technology differs from quality in campus based learning; prepare report for next year's conference. General consensus of the Board was that Carey revise the original Quality Task Force charge based on the suggested edits.
- Technology Education Credit Task Force
 - Siff reported the Board asked for the Technology Education Credit Task Force to be created to look at barriers and review distance learning delivery modes in the state of Ohio. Siff and Carey are included in the group. Siff offered the following progress report: the first issue being addressed by the group is seat time; the second issue being addressed is subsidy (how to deal with students taking courses through distance learning, but are not residents of Ohio). Carey said the Task Force's interim report called for OLN to coordinate the development of e-learning for credit and non-credit with the state's providers; OLN would serve as a clearinghouse for information in a coordinating role, not a controlling role.
- OLN Update
 - Carey distributed a report titled "The Transformation of Instruction for Informational Technology: Implications for State Higher Ed. Policy" written by Dennis Jones and Duane Matthews on the new ideas that are resulting from two LAAP grants (one for technology costing and one for policies and funding). She attended their initial report meeting in Washington D.C. Carey said the HEI implementation of the OhioLearns! Catalog and the HEI database to count enrollments is coming together after nine months of work. A meeting is scheduled for June 12th for the Catalog Policy Group, the OBR team, Steele and Carey. She reported OLN hired three summer interns: Julie Clemens, an Ohio State University doctoral student, will work on content, OhioLearns!, administration and grants; Morgen Schuler, a University of Dayton masters student, will work on Professional Development projects; Beth Novak, an Ohio State University

masters student, will work on the OLN web site. Carey reported on CMS support. Carey said Clemens will search the web sites of the campuses this summer to gather distance learning reports and consolidate all of the reports at OLN.

- OLN Assessment Progress – September 23 & 24 Retreat
 - Siff reported real progress on the OLN Assessment. Paulsen from NCHEMS attended the OLN Conference, constituted the Futures Panel, interviewed all of the OLN staff, planned all of the Futures Panel meetings, and distributed the OLN web survey. Siff reviewed the survey results to date.

NEW BUSINESS

- Next meeting – July Executive Committee
 - Siff reported the Futures Panel is scheduled to meet on September 23rd and 24th in Columbus and will also include current and future board members, OBR, the Assessment Committee, NCHEMS and possibly state legislators. Siff reviewed the members of the Futures Panel. The planning dates for the Futures Panel are July 29th and 30th in Columbus and the Board is invited to attend.

The next board meeting is the EXECUTIVE COMMITTEE Budget Planning Meeting on July 16, 2002, 10-lunch, in Cincinnati (includes Fred Siff, Terry Hickey, Karen Wells, Jon Tafel, Garry Walters, Judy Leach and Kate Carey).