

Education and Student Affairs Committee Memorandum
Board of Regents, State of Iowa

Subject: Institutional Work Plan for Distance Education Strategic Planning
Prepared by: Anthony G. Girardi *ASN*
Date Submitted: September 1, 2004

Recommended Action:

Receive and approve the Regent universities' work plan for a distance education strategic planning process.

Executive Summary:

In August, the Board of Regents requested that the provosts develop a strategic plan for distance education. This memo presents a work plan for consideration by the Education and Student Affairs Committee.

The Regents universities' draft work plan for developing a strategic plan for distance education includes the following elements :

1. development of a draft planning process for consideration by the Education and Student Affairs Committee, including formation of the planning group;
 2. collection and review of relevant information;
 3. two planning group meetings;
 4. two progress reports to provosts and an opportunity for preliminary discussion with the provosts;
 5. submission of a plan to Education and Student Affairs Committee in March 2005.
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Background:

In August, board members raised the following issues for consideration in the planning process:

- expanded opportunities for distance learning to serve outlying areas of the state;
- competition with other distance education providers;
- marketing the availability of distance education to full-time university students;
- the relationship of the Iowa Communications Network and the impact of high-speed internet access on distance learning;
- best practices in distance education among providers across the country.

The proposed work plan is attached.

Regents Universities
Planning for the Distance Education Strategic Plan
September 1, 2004

August 16, 2004	<u>First Draft</u> of Plan for Strategic Plan submitted to State Extension and Continuing Education Council (SECEC) and Tony Girardi
August 16 to 25, 2004	Review and modify plan and dates
August 27, 2004	Submit Plan to Board of Regents staff for Board of Regents docket
September 14-15, 2004	Meet with provosts
September 14-15, 2004	Schedule meeting of introduction with Jude West
September 1-30, 2004	Collect existing information relevant to Regent strategic plan for continuing education <ol style="list-style-type: none">a. What do we do now and what are our strengths.b. Assessment of <u>existing</u> mission statements, values, vision/aspirations and goals.c. Assessment of <u>existing</u> internal analysisd. Assessments <u>existing</u> of external environmente. Work on all of the above, as necessary
October 7, 2004	Group session - face to face facilitated by Jude West <ol style="list-style-type: none">a. Identify areas of consensus, areas of individual institutional strengthb. Identify and work on areas in need of additional work/studyc. Concentrate on mission, vision, values, internal analysis and the external environment
November 1, 2004	Submit progress report to provosts
December 2, 2004	Group session - face to face facilitated by Jude West <ol style="list-style-type: none">a. Review and finalize work from October 7 sessionb. Concentrate on vision with accompanying strategies, actions and resource requirements
January 4, 2005	Submit progress report to provosts
February 2, 2004	Discuss strategic plan with provosts, modify per discussion
March 1, 2005	Submit strategic plan to the Board of Regents