

**Distance Learning Advisory Committee Meeting
Minutes – July 13, 1998**

The Distance Learning Advisory Committee (DLAC) was called to order by Chairman Lee Todd on July 13, 1998.

Those members, or their representatives, present were:

Members present:

Norma Adams
Kern Alexander
Ron Bingham representing Viola Miller
Gary Cox
Gordon Davies
Ronald Eaglin
Virginia Fox (via teleconference)
Merl Hackbart
Jeff Hockaday
Robert Kustra
Ron Moore representing John Shumaker
James Nelson
Gary Ransdell
George Reid
Lee Todd, Jr.
Aldona Valicenti
James Votruba
Charles Wethington

Staff present:

Larry Fowler
Sue Moore
Dennis Taulbee
Ken Walker

Mr. Todd welcomed Mr. Gordon Davies, CPE's president, as well as Mr. George Reid, KSU's new president; Mr. Robert Kustra, ECU's new president; and Mr. Jeff Hockaday, KCTCS' interim president.

MOTION: Mr. Cox moved that the June 17 DLAC Minutes be approved, and Mr. Eaglin seconded the motion.

VOTE: The motion passed.

Mr. Todd stated that most of today's meeting will consist of action items related to the CVU work plan, which was based on the *Connick Report*. He then presented the first action item.

RECOMMENDATION: That the DLAC approve the "summary" work plan for implementation of the *Connick Report*.

MOTION: Mr. Hackbart moved that the recommendation be approved, and Mr. Wethington seconded the motion.

Mr. Fowler stated that this item summarizes the general work plan for implementation of the "*Connick Report*" over the next several months.

VOTE: The motion passed.

Mr. Todd presented the following action item:

RECOMMENDATION: That the DLAC approve the position description and advertisement for the position of Chief Executive Officer for the CVU.

MOTION: Mr. Hackbart moved that the recommendation be approved, and Mr. Votruba seconded the motion.

Following a lengthy discussion, several amendments were made to the recommendation as listed below:

FIRST AMENDMENT TO MOTION: Mr. Wethington moved that changes be made to the Position Description on page 9 under Position Summary to delete the first paragraph and replace it with the following language: "The Chief Executive Officer for the Commonwealth Virtual University is a new position currently associated with the Council on Postsecondary Education and reports directly to the President of the Council. The CEO will be responsible for the operation of Kentucky's virtual university." Mr. Reid seconded the motion.

Prior to the vote, Mr. Davies reminded the DLAC that there needs to be agreement that we are not removing from consideration the possibility that the CVU may function with a separate board at some point in the future.

VOTE: The motion passed.

SECOND AMENDMENT TO MOTION: Ms. Fox moved that the words "a clearinghouse for" be deleted from the first bullet on page 9 under Principal Duties and Responsibilities. Mr. Wethington seconded the motion.

VOTE: The motion passed.

THIRD AMENDMENT TO MOTION: Mr. Cox moved that the fifth bullet on page 9 under Principal Duties and Responsibilities be replaced with the following

language: "Be sufficient to meet current and future needs of citizens and students served by the CVU for instruction through electronic means." Mr. Votruba seconded the motion.

VOTE: The motion passed.

FOURTH AMENDMENT TO MOTION: Mr. Eaglin moved that the first paragraph under Professional Criteria on page 10 be replaced with the following language: "A successful candidate shall possess at least five years' experience in a top-level position, and preference will be given to individuals with proven experience in distance learning or with a clear understanding of distance learning issues and modes and with proven leadership experience in postsecondary education or comparable management experience." Mr. Wethington seconded the motion.

VOTE: The motion passed.

FIFTH AMENDMENT TO MOTION: Mr. Votruba moved that the advertisement be changed to reflect the following: Remove the fourth sentence from the first paragraph on page 10 which includes the following language: "Kentucky plans to create a policy board to govern the operation of the CVU"; on the third paragraph, replace the word "clearinghouse" with "structure"; and add language that reflects that the search not be limited to postsecondary education sources, to keep the candidate pool as large as possible. Mr. Eaglin seconded the motion.

VOTE: The motion passed.

Mr. Todd summarized the above changes stating that the Committee will conduct a national, rolling (no deadline) search; distribute the revised position description and advertisement; get a pool of candidates, move as quickly as possible; and use the services of George Connick in the meantime.

Mr. Todd presented the following action items:

RECOMMENDATION: That the DLAC approve the formation of a Technology Work Group and a Student Services Work Group with the membership composition and initial and long-range charges as described in the attachment.

RECOMMENDATION: That the attached Commonwealth Virtual University Pilot Project Criteria and Guidelines be approved; that up to \$400,000 of the Technology Trust Fund be used to fund pilot projects in 1998-99; and that the Council of Chief Academic Officers preview pilot proposals and make recommendations to the Distance Learning Advisory Committee.

Mr. Davies emphasized that there is a large number of things that have to be worked out to make it relatively painless for the students. We need to look to the pilot programs to begin working out some of the issues having to do with credit from various institutions, pricing structure, and student services that are provided to students.

NOTE: The two recommendations were combined for action.

MOTION: Mr. Wethington moved that the recommendations be approved, and Mr. Votruba seconded the motion.

Discussion continued concerning the pilot projects, and the following items were discussed:

The appropriate funding level for pilot projects;

Guidance needed from the consultant on other examples across the country to ensure that first-class programs will be in place to set the standard;

Proper communication of the DLAC's expectations are to be conveyed to the Chief Academic Officers;

The possible use of a two-stage proposal process consisting of a preliminary proposal, followed by a more detailed proposal;

Pilot projects being based on what the people of Kentucky need and not on the overriding interest in having all institutions participate;

Inclusion of non-credit as well as credit degree programs; and

Collaboration with different organizations, including the independent colleges.

AMENDMENT TO MOTION: Mr. Ransdell moved that the second bullet on page 16 be changed to reflect the following language: "Upon approval of the initial pilot programs, an appropriation from the technology trust fund will be recommended." Mr. Eaglin seconded the motion.

Mr. Davies suggested that a more specific budget be brought to the DLAC meeting in September after research is done as to how other organizations are organized and governed.

VOTE: The motion passed.

Mr. Todd asked for any items under "Other Business."

Mr. Nelson suggested that the Secretary of the Workforce Development Cabinet be added to the DLAC membership.

Mr. Todd presented the following recommendation:

RECOMMENDATION: That the Council Chair seek the appointment of Secretary Rose of the Workforce Development Cabinet to the Distance Learning Advisory Committee.

MOTION: Mr. Nelson moved that the recommendation be approved, and Mr. Votruba seconded the motion.

VOTE: The motion passed.

Mr. Todd announced that the next DLAC meeting will be held on September 14 prior to the Council meeting.

The meeting was adjourned at 2:15 p.m.