FACT2 Task Group Charge
2022 - 2023 FACT2 Task Group Proposal

Task Group Name

Leveraging the DLE for Sharing Content and Resources to Improve Learning and Instruction

Introduction

In her [January 2022 State of the State address](#), Governor Hochul called for a substantial increase in SUNY enrollments to more effectively meet the need for education and training associated with the employment needs of NY State residents. Coupled with the system-wide adoption of a common digital learning environment (DLE) to support online education and all modes of instruction on SUNY campuses, the Governor's charge offers an increased opportunity for collaboration across campuses in optimizing the use of the rich set of tools available in the DLE. The unique structure of SUNY's Brightspace tenant provides enhanced support for SUNY Electronic & Information Technology (EIT) Accessibility and tools for learning and data analysis not previously available to all campuses, and opens the door for system-wide sharing of best practices, tools, and ideas to support the projected increase in educational services provided by the SUNY system over the next decade.

The Brightspace environment is designed for sharing user-created agents, content, html templates, and other materials; sharing these resources ensures access to curated, high-quality content regardless of campus size or location. The Brightspace Learning Object Repository (LOR), once deployed, will facilitate sharing within an individual campus tenant of the DLE.

This proposed task group will explore methods of curating resources and continuing professional development that can be shared across the SUNY system in a similar manner, within the DLE, if possible, or in an alternative manner if the DLE cannot support this effort. This task group will facilitate the sharing of effective teaching practices more efficiently than when each campus was working in isolation in its own DLE environment.

"Leveraging the DLE" is a two-fold effort: exploring technical methods of sharing, and curating content. The group members focusing on technical aspects will explore the feasibility of sharing across the DLE in a secure environment, or will look at comparable external tools. The content curation members will develop content quality metrics and propose methods of on-going review of content relevance. The first stage of the task group will focus on establishing the sharing environment and guidelines; the second stage will provide proof of concept by gathering and sharing sample materials system-wide.

This SUNY-wide sharing environment will reinforce and enhance the work of several prior task groups by including and promoting content related to inclusive teaching, innovative classroom assessments, open pedagogy, open educational resources, best practices in online education, accessibility, and other prior work. This project will also support and nurture a culture of sharing across SUNY which may help break down some institutional and technical barriers to collaboration.

Stakeholders

- SUNY Provost
- SUNY Faculty
- SUNY Students
- SUNY Librarians
- SUNY Instructional Designers
- SUNY Center for Professional Development
- SUNY Online
- SUNY Office of Library and Information Services and OER Services
- Campus Chief Academic Officers
- Campus Chief Information Officers
- Campus Faculty Development Centers

Goals

- Foster collaboration across SUNY campuses
- Evaluate the feasibility of cross-campus sharing in the Brightspace DLE (If necessary, identify an alternative sharing platform)
- Provide input on role of DLE governance at the system level in establishing and/or maintaining the shared LOR or alternative platform
- Develop criteria and procedures for evaluating content
- Establish methods for indexing materials for ease of access
- Demonstrate proof of concept
- Recommend sustainability plan

Expected Outcomes/Deliverables

This task group will:

2022 - 2023

- Conduct a feasibility study on utilizing Brightspace as a system-wide repository, or identify an alternative platform if necessary.
- Develop standards, rubrics, and a process for evaluating contributions to the sharing platform, with input from all stakeholders.
- Develop methods of indexing content to ensure ease of access
- Build awareness and communicate the results of this Task Group:
  - Present task group's findings at SUNY CIT.
  - Present task group's findings in additional meetings/presentations as appropriate

2023-2024

- Implement the system
- Evaluate the effectiveness of the system
- Solicit feedback and make changes as needed

- Suggest a plan for sustainability
- Build awareness and communicate the results of this Task Group:
    - Present task group's findings at SUNY CIT.
    - Present task group's findings in additional meetings/presentations as appropriate

Task Group Members

Member Name & Campus Role	Institution	Email

Benefit or value to the SUNY System and SUNY Campuses

This SUNY-wide sharing environment will reinforce and enhance the work of several prior task groups by including and promoting content related to inclusive teaching, innovative classroom assessments, open pedagogy, open educational resources, best practices in online education, accessibility, and other prior work. This project will also support and nurture a culture of sharing across SUNY which may help break down some institutional and technical barriers to collaboration.

Tasks, Deliverables, and Timeline

Task (action)	Deliverable (outcome)	Due By	Responsibility
Form Task Group	• Task Group Name, Leader, Team Members, and Goals identified	Spring 2022	FACT2 Chair
Solicit Initial Membership	• Announce Task Group at CIT	May/June 2022	FACT2 Chair
Set up Collaboration Space for Task Group	• SUNY Yammer space created (or appropriate substitute)	Summer 2022	FACT2 Secretary or co-chairs
Finalize Task Group Charge	• Draft of Task Group Charge Template submitted to Council • Charge finalized and posted in SUNY Yammer	August 2022	Task Group Co-Chairs, FACT2 Chair, & Provost Liaison
Engage FACT2 Reps	• Outreach to FACT2 reps occurs	September 2022	Task Group Co-Chairs
Initial Task Group Meeting	• Task Group Meetings scheduled for the year	Mid-/End September. 2022	Task Group Co-Chairs
Engage FACT2 Reps	• Outreach to FACT2 reps occurs • Task Group Meetings conducted	Fall FACT2 Rep Meeting	Task Group Co-Chairs

	● Status updates provided in SUNY Workplace		
Submit Status Update	● Status Update provided to Council and posted in SUNY Yammer	Dec. 2022	Task Group Co-Chairs, FACT2 Chair
Submit CIT Abstract	● A determination made on what CIT session will be and who will present it ● Abstract for CIT submitted	December 2022	Task Group Co-Chairs
Engage FACT2 Reps	● Outreach to FACT2 reps occurs ● Task Group Meetings conducted ● Status updates provided in SUNY Yammer	Spring FACT2 Rep Meeting	Task Group Co-Chairs
Submit Status Update	● Interim Report submitted to Council ● Interim report posted in SUNY Yammer	Spring 2023	Task Group Co-Chairs, FACT2 Chair
Meeting with Provost	● Update to Provost provided ● Feedback received from Provost	Beginning Fall 2023	Task Group Leaders, FACT2 Chair
Engage FACT2 Reps	● Report from meeting provided to FACT2 Reps ● Final outreach to FACT2 Reps occurs ● Task Group Meeting Conducted	Fall 2023 FACT2 Rep Meetings	Task Group Co-Chairs
Deliver Final Report at CIT Session	● Final report/paper developed ● CIT Session Designed ● Presenters Identified ● Materials developed ● Report/paper delivered	CIT Conference (May 2023)	Task Group Co-Chairs

Communication Plan and Engagement of Stakeholders

● Provide access to findings and other deliverables through the FACT2 website, the SUNY Yammer site, and other digital dissemination channels.
● Report out the activities of this Task Group in one or more sessions at the annual SUNY CIT conference, to the FACT2 members and campus representatives, University Faculty Senate, and Faculty Council of Community Colleges.
● Recommend next steps.