

**Ontario Online Learning Consortium/  
Consortium ontarien pour l'apprentissage en ligne  
(the "Corporation")**

MINUTES of a meeting of the directors of the Corporation held at 180 Dundas Ave West, Toronto, on the 20th day of October, 2016 beginning at 2:00pm.

**Directors Present:**

Judith Morris (Co-Chair)  
Franco Vaccarino (Co-Chair)  
Susan Savoie  
Alison Flynn  
Nick Baker  
Belinda Becker  
Michel Singh  
Maya Castle

**By Teleconference:**

Audrey Penner  
Rhonda Lenton

**Ex Officio Directors Present:**

David Porter  
Peter Gooch  
Bill Summers

**Absent:**

Laurie Rancourt  
Chris Evans  
Matthieu Brennan  
Joseph Palladino

**1. Approval of Agenda**

F. Vaccarino proposed that the agenda be approved as provided. The agenda was approved.

MOVED: N. Baker

SECONDED: S. Savoie

CARRIED: F. Vaccarino

**2. Declarations of Conflict of Interest**

F. Vaccarino reminded Directors of their responsibility to identify any potential conflicts of interest. None were brought forward.

### **3. Approval of Minutes of Sept 13, 2016 (back-up)**

F. Vaccarino proposed that the minutes of Sept 13, 2016 be approved. The minutes were approved.

MOVED: M. Singh

SECONDED: A. Flynn

CARRIED: F. Vaccarino

### **4. Business Arising**

The following business arising items were noted:

- Legislative Requirements in the Workplace: Directors were informed that Legal Counsel has been engaged to develop a Workplace Harassment Policy, a Workplace Violence Policy and a Workplace Violence Program.
- Lynda.com / LinkedIn Learning: Directors were informed that eCampusOntario has been discussions with Lynda.com representatives and that engagement will likely come in the form of an action orientated pilot program to demonstrate value.

### **5. For Information**

#### **a. Revenue vs. Expense Report**

Board members were provided with a Revenue vs. Expense report for the period of April 2016 – September 2016.

### **6. Report from the Nominations Committee**

#### **a. Position on Nominations Committee**

J. Morris noted a need for an additional university representative to support the work of the Nominations Committee. N. Baker agreed to join the committee.

#### **b. Progress towards filling Public Member Vacancy**

J. Morris reported that the Nominations Committee reviewed multiple applications for the position and selected 2 candidates for further conversation in a phone interview. Interviews will be performed by M. Singh and P. Gooch in November. The Nominations Committee will meet again before the next Board meeting on November 30.

### **7. Operations Update (back-up)**

#### **a. Proposals and evaluation process**

Directors reviewed the data provided on proposals received. Data was provided by institution and type of project. Additional information was requested to answer the following questions:

- Collaborative proposals: where are the relationships and how do they intersect?
- Institutions that did not submit: who is choosing not to submit proposals and how can we further support them?
- Trends in type of project submission: what are the Professional Development opportunities across the sector?

### **b. A Canadian online learning survey**

An outline of the proposed Canadian online learning survey lead by Dr. Tony Bates was provided. Directors were informed that eCampusOntario had been asked to contribute \$10,000 to support the initial vetting of the proposed survey design and process. Board members noted that it is important that the value add and broader vision of the survey be communicated from the outset and that definitions are clearly articulated.

### **c. Approaches from vendors: LinkedIn, Lynda.com, Riipen, etc.**

Directors discussed the need to establish a protocol for interacting with vendors interested in collaborating with eCampusOntario. It was noted that eCampusOntario has a unique role to play by vetting, pilot testing and reporting back to institutions on the value proposition of particular products and services. It was noted that the protocol developed must be clear that any eCampusOntario process does not preclude or override any other procurement process at institutions. Directors suggested that a grouping of vendors with expertise in particular areas would be helpful (AODA compliant, French-language etc.)

### **d. Discussions with OCE, ORION**

Directors discussed opportunities for eCampusOntario to explore collaborative relationships with other provincial service providers as well as vendors.

## **8. Activity Update**

### **a. On the Horizon: a strategy map for eCampusOntario**

Directors were provided with a brief summary of activity in October, including participation at the OCIF and the hosting of a Student Engagement Seminar.

### **Strategy Map**

Directors discussed the Strategy Map provided. The following elements were noted:

- Strategy Map is an evergreen document and can be revised at any point
- eCampusOntario runs the risk of working too broadly across the sector: important to focus on faculty development, student engagement, portal development and research and innovation.
- Key projects in those areas may include: Online experiential learning; Portal 4.0 with path to fulfillment; exam invigilation network; rethinking assessment models
- Faculty and Student engagement and development; workshops, AODA, Universal Design,
- Directors discussed the concept of "Challenge-driven" innovation to describe the work of eCampusOntario
- It was agreed that the 2018-21 Strategic Planning process should start as soon as possible to foster an organic, ground-up approach which builds a sense of ownership across the PSE sector in Ontario and allows for the dissemination of information and ideas.

## **9. Next Steps**

Directors were told that eCampusOntario is planning to make some changes to financial policies in order to streamline operations and ensure proper controls are in place. eCampusOntario staff will work with the Finance and Audit Committee and the co-chairs as needed to prepare documentation of the proposed policy changes.

eCampusOntario is working with legal counsel to draft a Workplace Harassment Policy, a Workplace Violence Policy and a Workplace Violence Program. These policies will be brought to the Board on November 30.

It was noted that eCampusOntario would not be attending the Premier's mission to Japan and Korea.

**10. Other Business**

**a. Reschedule Nov 30 meeting**

It was agreed that this agenda item was no longer necessary given that the CEO would send regrets to the invitation to attend the Premier's mission in Japan and Korea.

F. Vaccarino declared meeting adjourned at 4:25 pm

**Respectfully submitted,**



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**Judith Morris, Co-Chair**



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**Franco Vaccarino, Co-Chair**