

**State of Wisconsin
Distance Learning Authorization Board**

November 8, 2016

**Wisconsin Technical College System
Lehrmann Room**

MINUTES

Members present: Dr. Morna Foy, WTCS
 Dr. Ray Cross, UW System (via telephone)
 Dr. Rolf Wegenke, WAICU

Others present: Ms. Paige Reed, UW System (via telephone)
 Ms. Rebecca Larson, WAICU
 Ms. Kathy Dutter, WAICU
 Ms. Nancy Merrill, WTCS

Call to Order and Open Meeting Statement

Dr. Foy, DLAB chair, called the meeting to order, noting a quorum was present. Dr. Foy requested Ms. Dutter read the Open Meeting Statement as follows: "The November 8 meeting of the Wisconsin Distance Learning Authorization Board and all other meetings of this board are open to the public in compliance with State Statute. Notice of the meeting has been sent to the press in an attempt to make the general public of Wisconsin aware of the time, place and agenda of the meeting." Ms. Dutter took roll, and those who were present are listed above.

Action: Review of Institution Application Recommended for SARA Participation

Ms. Larson presented Mount Mary University's application to DLAB. As with the previous private, nonprofit college and university applications, Mount Mary's application complies with the prescribed procedures and necessary documentation as set forth by M-SARA and state law.

Ms. Larson suggested that in the future the executive order requirement be incorporated in the administrative register document. In response to Dr. Foy's question, Ms. Merrill stated that the administrative register language will be posted on the DLAB website later that day. Ms. Larson added that once the announcement that the administrative register language is available is noted in the minutes, it will be appropriate to inform Wisconsin colleges and universities.

The DLAB board approved the Mount Mary application unanimously (Cross/Foy motion).

Action: Application Revision Update for Lakeland University

Ms. Larson explained that there was a small revision to Lakeland University's application, which DLAB had approved at an earlier meeting. On the original application, Lakeland had included the 12-month FTE enrollment instead of the fall enrollment. This bumped them to the next tier level of pricing. NC-SARA was consulted and agreed to make the adjustment as long as DLAB approved. The current enrollment number is 2,176; the original number was over 4,000. Dr. Foy clarified that the approval was not for the whole application, but only for the change to satisfy NC-SARA. The change was accepted unanimously (Wegenke/Foy motion).

Next Meeting Date

The next DLAB meeting is scheduled for January 18, 2017 at 2:30 p.m. The meeting is expected to take one hour and is designated for review of the drafts of the reports due to the Legislature. Going forward, the January meeting will be the only certain meeting, with other meetings being called to consider applications and renewals as needed, with at least a two-week notice.

Adjourn

There was no further discussion and the meeting adjourned (Wegenke/Foy motion).

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'R. Wegenke', written over a horizontal line.

Rolf Wegenke, President, WAICU
Secretary, DLAB