



CHARTER: Learning Environment Request for Proposal (RFP)

RFP Co-Chairs	Robert Hoar & Renee Pfeifer-Luckett
Date	January 13, 2014
Budget	\$60,000 (FY15); \$100,000 (requested FY16)
Deliverables	Learning Environment (LE) RFP
Sponsors	UW System Administration CIO and Learn@UW Executive Committee

Overview:

The University of Wisconsin System currently supports a common and centrally hosted Learning Management System (LMS) utilizing the Desire2Learn (D2L) application platform. More than 85% of the courses offered within the UW System make use of the LMS environment for supporting face-to-face, blended/hybrid, and fully-online courses.

The existing contract with D2L ends in July 2016, with the option to renew in two, one-year intervals. The higher education learning technology landscape is fast changing. In order to stay current and understand teaching and learning needs, the following initiatives have been completed:

- LMS Task Force study in 2011 and revised in 2012
- 2014 UWS Faculty Survey on the LMS
- Learn@UW Roadmap Summit and Report

Based on the findings of the above initiatives, the Committee has recommended that we proceed with a formal, needs analysis process and, based on those findings, create an RFP for a Learning Environment (expanding from the traditional LMS product) as the market has evolved to include non-traditional learning management systems made up of multiple, interoperable products.

UW Stakeholders & Constituents (*additional may be identified*):

- Accessibility Coordinators
- Assessment & Accreditation Professionals
- D2L Site Administrators
- Educational Media Technology Council (EMTC)
- Faculty and Instructional Staff
- Identity Access & Management (IAM) & Technical Advisory Group (TAG)
- Information Technology Management Council (ITMC)
- Instructional Designers
- Learn@UW Utility Staff
- Learning Technology Development Council (LTDC)
- Librarians
- Office of Professional and Instructional Development (OPID)
- Provosts
- Registrars
- Students
- Student Information Systems (SIS) Professionals
- Technology and Information Security Council (TISC)
- UW Campus CIOs

Timeline Leading to Execution of RFP:

KEY ACTIVITIES	DEADLINE
Review Charter with UWS Procurement	December 2014
Submit Draft Charter to Learn@UW Executive Committee for feedback	December 2014
Submit Final Charter to Learn@UW Executive Committee for approval	January 2015
Develop RFP Steering Committee	January 2015
Hire Project Manager	January 2015
Carry out UWS Needs Analysis	Summer 2015
Summarize findings from pilot activities and market research	Summer 2015
Develop RFP	Fall 2015
Review & finalize the Learning Environment RFP on behalf of the UW System CIO	Fall 2015

Out of Scope:

- RFP Publishing, Execution and Administration
- Cost/benefit analysis

Assumptions:

- In keeping with the mission of the University of Wisconsin, it is necessary to examine the use of instructional technologies, current trends in Higher Education, and continue the tradition of providing a learning environment that employs high quality instructional systems.
- It is our responsibility to understand the present and future needs of UW System institutions and to seek opportunities to improve available services to address those needs.
- Results from UWS needs analysis, as well as findings from prior task forces, work groups, pilot activities and market research will be used to develop the RFP.
- There is sufficient leadership within the Stakeholders and Constituents to provide support to execute this charter.
- CSRG funding will be made available to support preparation of the RFP. All requests for funding the RFP preparation process requires the approval of Robert Hoar, Chair, Learn@UW Executive Committee.