

Logic Model Three-year Review

Year One: Three-Year Review Process: Based on Simple Logic Model Framework (Weiss & Wholey)

Inputs	Activities	Outputs	Outcomes/Impacts
<p><i>What resources will MDE provide to an Approved OLL Program Provider during a Three-Year Review?</i></p> <p><i>What resources will the providers use to complete the study?</i></p>	<p><i>What activities does the MDE and Approved OLL Program Providers undertake?</i></p>	<p><i>What is produced through those activities connected to the MDE Three-Year Review Process?</i></p>	<p><i>What are the initial benefits to the Approved Online Providers who undergo the self-study and develop the digital portfolios? What are the benefits to the MDE in leading and reviewing the standards based reflective self-study?</i></p>
<p>MDE Standards based Digital Portfolio Site</p> <p>MDE Designated Staff to support the Three-Year Review Process</p> <p>Provider designates, staff, and time to complete the self-study required in the review process.</p>	<p>MDE to further the development of materials, and related training programs for providers and review teams</p> <p>Approved OLL Program Providers to engage in a reflective self-study</p>	<p>Over the course of the Self-Study year, Approved OLL Providers are to develop digital portfolios to present a snapshot of the academic and operational happenings in the approved program, based on research based standards and MDE assurances</p> <ul style="list-style-type: none"> • 12 Approved Online Providers to develop digital portfolio sites. <p>Over the same period of time, the MDE staff to refine materials and related trainings to best serve the providers undergoing review and the individuals who will make up the review team(s)</p> <ul style="list-style-type: none"> • MDE staff to assemble and train up to 4 teams made up of three individuals to review the portfolios. • MDE to create and deliver a calendar of activities to support providers during the process from December 12 through July 13. Up to 6 activities and sessions per month. 	<ol style="list-style-type: none"> 1. Integration of the new Three-Year Self Study process into the practice of assurances and updates. 2. Transparent, objective and standardized means for reviewing and renewing a provider that is both iterative and longitudinal in nature. 3. Increased integrity, trust, and shared knowledge through a renewal of assurances that is based on standards, continuous improvement focused, and quality oriented. 4. Increased knowledge of and accountability for quality assurance of approved online providers in Minnesota. 5. Quality state-approved programs and courses available to the public, OLL peers, and Minnesota stakeholders.

Inputs in this Three-Year Review Process include MDE elements of orientation to the development of a reflective self-study process. These elements include documents, workshop materials; presentations all based Guiding Principles for the Self Study Process. Essential elements to this process for providers include a digital portfolio embedded with iNACOL National Standards for Quality Online Programs.

Outputs in the first year of this Three-Year Review Process are Provider self-reflective studies that culminate in a standards based digital portfolio. The digital portfolio is the agent in which the reflective self-study the provider undertakes to demonstrate alignment with research based standards (iNACOL) and compliance with Minnesota Statutes, section 124D.095: Online Learning Option Act. The end result of the process is an exhibit of reflection, supporting data, documents, and other artifacts that demonstrate how the provider meets or exceeds the standards and complies with department standards and statute language. This process builds on the annual updates and assurance requirements in place.

Initial Outcomes in the Three-Year Review Process include standards based analysis of the data, documents, and other artifacts the provider selects to demonstrate and/or measure themselves against the results of their organization's involvement in delivering online learning to students in Minnesota. Use of iNACOL National Standards for Quality Online Programs provides an objective and standardized way to report out and for the review of results of the study. Building on the annual reporting process, the three year review permits a provider and the department a longitudinal look at approved online learning providers as they evaluate and measure themselves against standards at more than one point in time.

Process Model: APPROVED ONLINE LEARNING PROVIDER REVIEW PROCESS

[Minnesota Statutes, section 124D.095: Online Learning Option Act \(Subdivision 7\)](#) charges the Minnesota Department of Education with oversight and implementation of a rigorous standards-based process for initial approval as well as ongoing approval of each public online learning provider.

“The commissioner, using research-based standards of quality for online learning programs, must review all approved online learning providers on a cyclical three-year basis. Approved online learning providers annually must submit program data to, confirm statements of assurances for, and provide program updates including a current course list to the commissioner.”

Approved Provider Three-Year Review Process

- Step 1: Annual Update, program data and renewal of assurances.
- All approved providers submit to MDE on or before July 15 at the end of each fiscal year
- [View or download the annual update, program data and renewal of assurances](#)
- Step 2: Curriculum Reliability, review of ISEEK course information.
- All approved providers review, update, and submit course information annually. Results are communicated in the Annual Update.
- OLL Providers may review ISEEK Inventory through the [MnLearning Commons Website](#)
- OLL Providers may add, update, and/or delete course information on ISEEK. For instructions on how to keep ISEEK inventory up-to-date, For more information, contact: Deborah W. Proctor, Online Learning Specialist: deborah.proctor@state.mn.us 651-582-8328.
- Step 3: Self-Study Report, for renewal of department approval.

- Annual Update and Curriculum Reliability steps in each year of operation. In the year the Self-Study is undertaken the Annual Update, Curriculum Reliability, and renewal of assurances are completed as a part of the process. Only program data are expected to be reported to the department by July 15.
- Cyclical review of OLL Providers to take place every third year of operation as an approved provider.
- Approved Providers will receive a letter from the Minnesota Department of Education (MDE) confirming the due date of their Self-Study Reports. MDE will maintain a public list of the three year review dates and initial approval dates of OLL Providers.
- Provider Self-Study Reports are due August 1 (year provided in the reminder letter). Providers please follow this hyperlink to download the Self Study Report Project Site
- All providers are encouraged to use data gathered from other forms (Steps 1 and 2 above) submitted to MDE as demonstration of compliance as well as other accountability performance measures for the system. [Access the Data Reports and Analytics webpage.](#)

Guiding Principles of the Minnesota Department of Education’s (MDE) Three-Year Review Process

Objective is a Three-Year Review Process of Approved Online Providers that is an iterative process supporting required annual updates, program data collection, and renewal of assurances to the department that is:

- Aligned to Standards
- Continuous Improvement Focused
- Conducted with Integrity
- Quality Oriented

Goals: The goals of the department’s Reflective Self Study: Three-Year Review Process for Approved Online Learning Providers are to:

- Advance the use of national research-based standards to promote excellence in public online learning programs and courses.
- Provide an objective and standardized means for reviewing the quality of an online learning program and its related services.
- Provide a means of ongoing self-assessment and a continuous improvement process for department approved online programs.
- Provide a process in which providers are renewed for approval of their online learning programs to ensure that all meet or exceed accepted standards.
- Assure the quality of state-approved online learning programs and online courses to the public, online learning peers, and Minnesota stakeholders.

Outcomes: Through a reflective Self Study, MDE expects the following outcomes from Approved Online Learning Providers:

- Produce a self-study using eFolio technology to exhibit provider data, documents, and other artifacts that demonstrate alignment with standards and compliance with **Minnesota Statutes, section 124D.095: Online Learning Option Act.**
- Analysis of data, documents, and other artifacts in the provider eFolio using agreed upon **iNACOL National Standards for Quality Online Programs.**
- Evaluate and explain in the provider eFolio how the organization does or does not meet each of the standards for online programs.
- Use the department’s review of the eFolio site and the provider evaluation of its eFolio on how it meets or exceeds quality standards for online programs to generate an action plan to guide any needed improvements.

Anticipated Outcomes of ongoing Three-Year Reviews of Approved Providers to include:

Phase 1: Deliverables (2013-2014)	Outcomes	Benefits
Enables a new outcome in part of the assurance process at MDE	Is the desired result	Is the measurement of an outcome or a part of an outcome? An end benefit its direct contribution to a strategic objective
A dynamic digital portfolio developed by the Approved Online Provider	The provider has undergone a reflective self-study of its program in which it has described the state of the organization and assessed whether or not it meets or exceeds standards and has identified its own strengths and weakness along with plans for improvement	The digital portfolio, results of the self-study, analysis of strengths, weaknesses and planned improvements improve the quality of online learning in Minnesota
Phase 2: Deliverables (2013-2015)	Outcomes: TBD by MDE with input from the Online Learning Advisory Council Membership	Benefits
Answers (at least in part): What new or different things will we need to realize beneficial change?	An example of an outcome:	An example of a benefit from this outcome might be:
Another example of an output:	An example of an outcome:	An example of a benefit:
Phase 3: Deliverables (2015- ongoing)	Outcomes: Outcomes: TBD by MDE with input from the Online Learning Advisory Council Membership	Benefits
Answers (at least in part): What new or different things will we need to realize beneficial change?	An example of an outcome:	An example of a benefit from this outcome might be:
Another example of an output:	An example of an outcome:	An example of a benefit:

November 2012