

11 February 2005

Ministry of Education
45-47 Pipitea Street
Thorndon
PO Box 1666
Wellington
New Zealand

Hi there

The Ministry of Education's e-Learning team are facilitating the establishment of a Tertiary e-Learning Reference Group (TeLRG). We are currently seeking nominations for this reference group. We invite you to nominate a suitable candidate (either yourself or someone at your organisation) who could represent your organisation on the TeLRG.

We have also sent this request to peak bodies, government agencies, and other stakeholders. A draft list of TeLRG members will be circulated to you and other stakeholders for comment once all nominations have been received and considered.

Purpose of the Tertiary e-Learning Reference Group (TeLRG)

The purpose of the Tertiary e-Learning Reference Group will be to advise and make recommendations on the implementation of the Interim Tertiary e-Learning Framework. On an ongoing basis, the group will:

Provide expertise

TeLRG will have the expertise to advise the Ministry of Education on the development of tertiary e-learning in New Zealand.

Represent stakeholders

The TeLRG will be a forum for obtaining feedback that represents all stakeholders. Their work will involve extensive consultation where necessary.

Provide leadership

The TeLRG will provide leadership on matters related to e-learning in the tertiary education sector. This is to further address the needs of our learners and our knowledge economy. The TeLRG must also play a role in realising New Zealand's global leadership in e-learning.

Tertiary e-Learning Framework Implementation

For consultative implementation of the Interim Tertiary e-Learning Framework, the work of the TeLRG involves the following:

- Consolidating the interim action areas that the Framework identifies
- Conducting a stocktake and gap analysis of the spectrum of e-learning assets and activity

- Developing detailed objectives and success measures for each consolidated action area
- Creating an action plan to achieve the objectives in each action area.

Capability of TeLRG Members

The Tertiary e-Learning Reference Group will have:

Expertise

Collectively, the TeLRG members will have working knowledge and expertise in e-learning that is:

- Contemporary
- Advanced
- Complete
- Relevant to New Zealand's tertiary education sector, and
- Relevant to the global context.

Influence and representation

Each TeLRG member will have:

- Influence both within their organisation and their sector.
- The ability to adequately represent the views of key stakeholders within their sector

Why a TeLRG?

The Interim Tertiary e-Learning Framework emphasises the importance of the tertiary sector working in partnership with government agencies in the development and implementation of the Framework's action plan. At present, a number of e-learning forums and consortia exist, but none is able to claim sufficient breadth or buy-in to be truly representative of the sector's needs. To facilitate this, the Framework recommends the establishment of a Tertiary e-Learning Reference Group (TeLRG), with membership reflective of sector e-learning interests.

How do I make my nomination(s)?

If you know of suitable candidate(s), please submit a brief portfolio outlining their skills and experience:

eMail: feedback.elearn@minedu.govt.nz

Postal: Tertiary Information Systems and Sector Liaison
 Ministry of Education
 PO Box 1666
 Wellington
 Attn: Katherine Davey

Queries

Queries can be directed to an address above, or:

Telephone

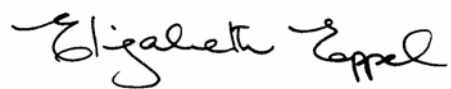
04 463 8520

Danny Wolters

Senior Advisor, Tertiary e-Learning Content

Ministry of Education

Yours sincerely

A handwritten signature in black ink that reads "Elizabeth Eppel". The signature is written in a cursive style with a large initial 'E' and a long, sweeping underline.

Elizabeth Eppel

Group Manager

Tertiary, Curriculum, Teaching and Learning