8-1-2008

Information Services Annual Plan: Major Objectives, 2008-2009

ADDITIONAL IS TEAM OBJECTIVES 2008-2009

Information Resources Team

- Collaborate in the development of an interface between the Voyager integrated library system and the College's Banner finance module.

- In a continuing effort to effectively manage the libraries' collections, staff will address the cataloging backlog in Special Collections, determine the disposition of pre-1980 science journals, complete an analysis and review of the media collection, and make the digitized pre-1923 historical sheet music collection available to the public.

- Implement a Web-based training module for Greer Library student assistants.

Instructional Technology Team

- Continue the three-year plan, now in its second year, to research and implement a digital image database to provide images for faculty and student use to enhance courses.

- Develop a classroom Web site that serves the needs of the campus for classroom information, as well as promoting the college's renovated teaching facilities to prospective students and parents.

- Create and implement a plan for enhanced and expanded services for language and culture learning and technology, to be integrated into the International Commons (IC).

- Continue to integrate instructional technology into the curriculum to enhance student learning.

Research Support and Instruction Team

- Employ and support a Research and Instruction Librarian/Special Projects Coordinator to be an active participant in the library's information literacy program, serve as a liaison to English and other academic departments, and provide administrative support for Information Services.

- In cooperation with participating faculty members, incorporate introductory information literacy skills into First Year Seminars.

- Enhance information literacy learning and awareness across the curriculum through expanded use of new technologies, through integration with courses across the curriculum, and through collaboration with the Center for Teaching and Learning programming.

Special Collections and Archives Team

- Update and redesign the Special Collections and Archives Web sites.

- Create an architectural studies image collection in support of the curriculum.

- Initiate and complete a search to replace the Director of Special Collections and Archives, who will retire in January 2009.

Technical Support Team

- Partner with functional offices to improve college administrative computing operations to provide data flow for the capital campaign and to improve admissions application processing.

- Review externally hosted email services to determine if an outsourced email system could provide better email service for the college community.

- Upgrade and expand Events Management and Physcal Plant TMA software functionality to permit college community members to make and monitor the progress of online service requests.

- Reduce electrical consumption and improve computer system reliability by installing data operations on "Virtual Servers."

- Extend the RedDot Content Management System (CMS) to additional college Web pages allowing automated updates of faculty information, the online calendar and athletic department information.

- Upgrade college-owned PC computers to Office 2007 productivity suite and provide staff training on the new functionality.

- Plan an upgrade to the residence hall network to provide wireless access throughout the residence halls, capacity for one-card and door entry devices, and bandwidth for a VoIP telecommunications system.

- Plan for the integration of the Blackboard One-Card system with Banner to expedite financial transactions and improve data entry automation.

2008 – 2009

Information Services

ANNUAL PLAN: major objectives

Greetings:

The *2008-2009 Information Services Annual Plan: Major Objectives* highlights the primary activities of Information Services planned for the coming academic year. These objectives, as you will note, are in support of college strategic priorities and of key functional areas of the college. The complete *2008-2009 IS Annual Plan* will be posted on CamelWeb.

I am happy to answer questions about this report. Please let us know how we can serve you more effectively.

Thank you.

W. Lee Hisle, Ph.D.
Vice President for Information Services
    and Librarian of the College

—————

To review more detailed descriptions of the *2008-2009 Information Services Annual Plan: Major Objectives*, please use this link: **http://tinyurl.com/6a9y5h**. The complete 2008-2009 Information Services Annual Plan will be posted to CamelWeb and will include these major objectives, along with AY2008 accomplishments, the IS Watch List, and additional information about the Information Services department and its planning cycle.

—————

Leadership Team for Information Services: Left to right, Melissa Behney, Director of Research Support and Instruction; Chris Penniman, Director of Instructional Technology; Laurie Deredita, Director of Special Collections and Archives; Lee Hisle, Vice President; Beth Hansen, Director of Information Resources; and Bruce Carpenter, Director of Technical Support.

The Information Services Mission and Goals

Keeping you CONNected: Partnering with the college community to provide innovative, reliable, and universal access to information resources in support of academic and administrative endeavors.

Information Services Goals

- To ensure access to books, periodicals, and other information resources for learning, teaching, scholarship, and administration

- To preserve and appropriately protect scholarly and administrative information and archival materials

- To develop and promote academic and administrative information as a campus resource

- To ensure a secure, robust, stable, and innovative technology infrastructure

- To create a vigorous program of information literacy to prepare students for a lifetime of intellectual endeavor

- To help faculty integrate technology into the curriculum to enhance student learning

- To join with the college community in stimulating intellectual, social, and cultural growth

- To create in partnership with the college community facilities that support learning, teaching, scholarship, and collaboration

- To communicate effectively to foster campus community involvement in Information Services operations

- To respond to the varied individual information needs of students, faculty, and staff

- To promote the ethical and legal use of information resources

- To recruit and retain outstanding Information Services staff and provide development opportunities to maintain quality services

- To ensure effective management of Information Services as a campus resource

Adopted November 28, 2001

Information Services Major Objectives 2008-09

Services

- Partner with functional offices to review Banner reporting products and improve college data reporting needed for Advancement, Admissions, Financial Aid, and Finance.

- Improve information technology organization, decision-making, work environment, and resources, all in support of the strategic objectives of the college and based on the recommendations of the December 2007 Edutech International report.

- Extend the Digital Enhanced Learning Initiative (DELI) for a third year to support faculty wanting to integrate student-centered digital technologies into class use.

- Partner with Human Resources to provide technical training opportunities to functional and technical staff on Banner, Banner-related software, and MS Office productivity software.

Resources

- Partner with College Relations to implement the SunGard Luminis portal to improve college communications and access to Banner Self-Service functionality for the college community.

- Plan and implement a multi-year review and analysis of Shain Library's materials collections in conjunction with the CTW/Mellon Collaborative Collection Development Project.

- Install, test, and implement SunGard SCT Banner Software Release 8.0 and integrate it with other major academic and administrative software packages in use at the college.

- Collaborate with colleagues in the CTW Consortium to review, recommend, and implement an innovative public interface for the college's online catalog.

Facilities and Infrastructure

- Implement Moodle, the new course management system, replacing WebCT, to provide faculty with new opportunities to enhance courses using this open source program.

- Plan and implement the renovation and expansion of Special Collections and Archives in Shain Library.

- Complete the Einhorn Yaffee Prescott Shain Library Space Plan, setting priorities for renovations based on greatest need and anticipated funding capacity.