

INFORMATION RESOURCES GOALS 2006-2009

As of November 2006

GOAL	Alignment with College-wide, Division or Other Planning Goals	SUBGOAL/ OBJECTIVE	Action Required or Activities or Strategies	Indicator of Success or Assessment Measures and Criteria	Target Completion Date	Resources Needed	Department Responsible for Oversight	Assessment	
								Outcomes	Recommendations
1. Develop strategies to provide secure centralized information and technology services to the College community.	Academic Affairs Strategic Plan Goal #I	A. Continue to strengthen and secure the campus electronic communications infrastructure.	a) Expand the wireless network	Wireless access is available where required by students, faculty, and staff. Wireless network will be extended throughout Old Main and Alger Hall by July 2007.	July 2007 and ongoing	\$7,500 per building additional funds for network access points and cabling	Administrative Computing		
			b) Provide network redundancy	Duplicate communication paths between critical electronic hubs in Miller, Neubig and Lower Campus have been built and are operational	Spring 2009	Additional \$250,000 for infrastructure, electronics, cabling, redundancy, additional paths, installation of fiber	Administrative Computing with support from Facilities		

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			c) Expand bandwidth as needed	Network is robust and capable of meeting campus needs. Network bandwidth is expanded from 45 Mbps to 70 Mbps by February 2007.	February 2007 and ongoing	Additional funds (ca \$10,000) for expanded bandwidth	Administrative Computing		
		B. Implement security strategies, policies, and controls to protect the campus technology and information resources against unauthorized access, disclosure, theft, or damage.	a) Continue authentication in library, labs, and classrooms	Authentication is installed in facilities as approved by campus security officer. GIS Lab will be authenticated and wireless authentication will be in place by Fall 2007	July 2007 and ongoing		Academic Computing, Library and Administrative Computing Services		
			b) Continue to install physical security systems in public labs and classrooms in collaboration with	Equipment and items installed as necessary and viable. New classroom in Part Center will have full security controls.	July 2007 and ongoing		Academic Computing and Classroom Media Services		

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			University Police.						
			c) Continue to implement controls to protect all campus computers against viruses and spam.	The network is as virus free and spam free as possible	Ongoing	\$5,000 per year for additional spam/system controls	Administrative Computing and Academic Computing		
		C. Continue to develop and enhance enterprise systems.	a)All latest enterprise system releases are installed	Upgrades are installed as they become available.	Ongoing	Funds for maintenance contracts (in place)	Administrative Computing		
			b) Begin a plan for campus-wide installation of OnBase	Campus support plan is in place; pilot implementation has begun in select offices and additional licenses have been purchased.	July 2007	\$100,000 per year plus support position (funding in place)	OnBase Steering Committee		
			c) Develop a campus portal	Portion of Luminis installed	July 2007		Administrative Computing		

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			d) WebCT Banner Integration	WebCT has been integrated with Banner	July 2007		Administrative Computing and Academic Computing Services		
			e) Migrate to version 16 of Aleph	Successful migration	September 1, 2006		Library	Successfully completed September 2006.	
			f) Video Streaming	Real time media is effectively used in curricular and co-curricular programs	May 2007		Classroom Media Services and Administrative Computing	Successfully completed November 2006.	
2. Serve an information, coordination, and advocacy role in the College regarding matters relating to technological developments and innovations	Academic Affairs Strategic Plan Goal #1	A. Strengthen relationships with faculty through outreach efforts.	a) The Technology Liaison Partnership Group meets regularly	One meeting takes place each semester	Ongoing	Staff commitment	APIR		

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			b) IR outreach at departmental meetings	IR Director has met with faculty in all academic departments. (L. Kahle '06-07; G. VerDow '07-08)	May 2007 (ACS) and ongoing	Time commitment by academic departments	IRDC		
			c) Campus-wide programs related to teaching in a technology rich environment	Four programs are presented each year. Focus of President's January 2007 Opening Meeting is on this topic.	January 2007 and ongoing	Time commitment and \$50 per program for refreshments	CATE/Library	Program is successfully in place.	
			d) Continue to engage the faculty and staff in a campus-wide discussion of information literacy.	i) Two discussions held each semester ii) "White Paper" created and discussed at 2007 IR/Faculty Retreat	Fall 2007 and ongoing		CATE/Library		
			e) Technologists and faculty meet annually to discuss creative learning strategies in a technology rich environment.	Annual retreat held with IR staff and faculty. Alternative modes of teaching will be March 2007 topic and will include non-tech faculty.	Ongoing-- March of each year	Travel expenses (in IR budget)	APIR	Successfully in place.	
			f) Participate in orientation sessions	Information Resources has provided appropriate support at orientation sessions.	Ongoing	Staff time	IRDC	Successfully in place.	

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		C. Continue to provide leadership and support for online and blended education at SUNY Cortland.	a) Provide up-to-date software and ongoing training opportunities for WebCT	i) Upgrade to version 6 of WebCT available	May 2007	Staff Time	Academic Computing and Library	Program successfully in place.		
				ii) Upgrade to Perception 4.0	July 2007		Academic Computing			
				b) Provide a state-of-the-art communications infrastructure	Faculty are able to distribute materials in a variety of media.	Ongoing	See goal #1A	Administrative Computing	Program successfully in place.	
				c) Support the Professional Studies Cohort Programs	Technical support and instructional design consultation and training are provided.	Ongoing	\$40,000 for support personnel	Library	Program successfully in place.	
			d) Provide access to SUNY Learning Network upon request	All faculty wishing to use SLN have done so.	Ongoing	Staff commitment	APIR	Program successfully in place.		

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3. Support and enhance the instructional mission of the College.	Academic Affairs Strategic Plan Goals #I and #V	A. Provide access to materials that support the curriculum in a variety of formats	Develop a realistic budget request based on current need, including price increases and growth.	Materials identified and budget developed	July 2007	Staff commitment	Library		
		B. Coordinate and provide services to faculty who incorporate instructional technology in the classroom.	a) SCAP Faculty Grants	Fulfill approved SCAP committee recommendations/awards	June 2007 and ongoing	Staff commitment	Academic Computing		
		b) Develop support plan for faculty using iTunes U initiative	Plan developed for prototype group and expanded to include additional faculty.	July 2007 and ongoing.	Staff commitment	Library			
		c) Develop an iTunes U and Banner integration process.	iTunes integrated with Banner student information system	May 2007	Staff commitment	Administrative Computing	Completed November 2006		

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			d) Investigate the use of student response systems in the classroom	System effectively utilized by faculty who request it, and there is a support plan in place.	July 2007	\$10,000 for technology	Academic Computing Services		
		C. Provide and support incentive programs	Offer incentives for faculty to integrate technology and teach online courses	At least five faculty have received a grant, integrated the technology, and participated in a forum.	May 2007 and ongoing	\$4,500 for grants	APIR/CATE		
		D. Continue to update instructional technologies in campus learning spaces.	a) Upgrade labs and classrooms according to a determined cycle	Upgrades are on a rolling replacement cycle.	Ongoing	Funding and additional support staff, if necessary	Academic Computing, Classroom Media Services, Library	Program successfully in place.	
			b) Build new Technology Classrooms at a rate of one per year.	New Park Center classroom built and ready by Fall 2007. Additional technology classrooms have been built.	July 2007 and ongoing	\$25,000 per classroom	Classroom Media Services		

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			c) Oversee campus-wide software licenses	Effective utilization of Technology Fee and SCAP funding	Ongoing	Technology Fee and SCAP funding	IRDC	Program successfully in place.	
			d) Explore alternative software delivery methods to learning spaces.	Recommendation on the use of virtualization software is made.	May 2007	Staff commitment	Academic Computing		
			e) Develop a funding plan for computer labs that support technology intensive majors.	Plan has been developed and funding recommendations have been made.	July 2007 and ongoing	Technology Fee and SCAP Funds	Academic Computing		

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			f) Develop a plan to address issues related to department-specific learning spaces equipped with technology.	Issues have been identified and recommendations have been made for possible solutions.	May 2007	Staff commitment	Classroom Media Services, Academic Computing		
		E. Define the next steps to implement the computer obsolescence program that was approved by President's Cabinet	Review and update plan for a rolling replacement cycle for faculty and staff.	Plan developed and recommendation made	May 2007	Staff commitment	Academic Computing Services		

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		F. Continue to develop a plan to support the production, utilization and distribution of digital media.	Develop procedures for producing digital still images and adding them to the College collection.	Procedures developed and a partnership agreement developed with the Visual Images Curator.	May 2007	Staff commitment	Library	Procedures have been developed.	
4. Continue as a full partner in the Teaching Learning Center.	Academic Affairs Strategic Goal #1 and #5	Define the role of the TLC Council including membership, administrative structure, function and specific responsibilities.	Draft a mission and vision statement and guiding principles.	Draft written and distributed and accepted by all TLC partners.	December 2006	Staff commitment	TLC Working Group		
5. Strengthen the collaboration among Information Resources departments and personnel	Academic Affairs Strategic Plan Goals #I and #VI	A. Create opportunities for open communication, understanding, and collaboration among IR departments	a) IRTC and other interdepartmental groups meet regularly	Each group has met at least once each semester	Ongoing	Staff commitment	IRDC		

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			b) IR staff meets as a whole once a year	Meeting has taken place	April 2007 and ongoing	Staff commitment	APIR		
		B. Provide consistency in Information Resources professional staff local titles.	Review responsibilities and associated titles among Information Resources professional staff.	Review has taken place and recommendations have been made.	May 2007	Staff commitment	IRDC		
6. Actively participate in campus-wide initiatives.	Academic Affairs Strategic Plan Goals #I, #II, # III, # IV and #V	A. Support International Education initiatives.	Discuss online and interactive video options for international programs	Discussion has taken place with the Office of International Programs.	July 2009	Staff commitment	G. VerDow		
		B. Be actively involved in facilities building and rehabilitation initiatives.	Information Resources is consulted in all building and renovation projects and discussions take place	Information Resources staff have had timely and adequate input in all projects	Ongoing	Staff commitment	APIR, Assoc. VP for Facilities Planning & Construction		

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		C. Actively participate and provide resources for Main Street SUNY Cortland.	a) Build two classrooms	The Main Street SUNY Cortland facility is completely equipped and the facility is being used.	September 2006	\$45,000 and staff commitment	Classroom Media Services, Administrative Computing, Academic Computing	Successfully completed	Additional staff is needed to maintain facilities.
			b) Provide technology on first floor	The Main Street SUNY Cortland facility is completely equipped and the facility is being used.	September 2006	\$45,000 and staff commitment	Classroom Media Services, Administrative Computing, Academic Computing	Successfully completed	Additional staff is needed to maintain facilities.
			c) Build a data/voice communications infrastructure	The Main Street SUNY Cortland facility is completely equipped and the facility is being used.	September 2006	\$45,000 and staff commitment	Classroom Media Services, Administrative Computing, Academic Computing	Successfully completed.	Additional staff is needed to maintain facilities.
		D. Provide support for campus health and safety issues.	Provide the means to broadcast emergency messages throughout the campus using multiple solutions	i) Messages sent to IP phones ii) Messages via the college Web site iii) Messages over voicemail iv) Messages using Email v) Messages over cable TV vi) Digital signage in place	July 2007 and ongoing	Staff commitment and \$30,000	Administrative Computing and Classroom Media Services		

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				by July 2007					
		E. Provide support to campus grant initiatives that utilize technology.	Develop technology – based solutions for grant funded projects.	Support has been provided as requested by grant recipients.	Ongoing	Funding from grants	IRDC		
7. Provide opportunities for Information Resources Staff to grow and develop professionally.	Academic Affairs Strategic Goal #I and #VI	A. Continue to maintain a strong Cortland presence in SUNY-wide information and technology planning initiatives.	Information Resources staff actively participate in SUNY-wide organizations	70% of professional staff attend SUNY-wide conferences and workshops	Ongoing	Travel funds	IRDC		
		B. Continue to offer information and technology professional development opportunities for Information	Participate in EDUCAUSE, Association of College Research Libraries, and other regional and national programs.	25% of Information Resources professionals attend a national conference	Ongoing	Travel funds	IRDC		

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		Resources staff and to the campus at large.							
		C. Provide opportunities for staff to explore new technologies	Expose staff to new products through participation in on-campus and off-campus programming	80% of professional staff have attended a new technologies product demonstration.	Ongoing	Travel funds	IRDC		