

Approved at President's Cabinet 4/26/05

Mesa College Information Technology Goals

Points of Contact

1. Support for Student Learning, Student Services, and Information Literacy:		
We will use best practices in Information Technology to enhance Student Learning and deliver Student Services. We will foster Information Literacy in the classroom, in the Learning Resource Center, and through distance education.		
Strategies:	Campus Advocate	Subject Matter Experts
1.1. Purchase and deploy computers (and ancillary equipment) for use in classrooms, computer labs, and the Learning Resource Center based on program review requirements, enrollment management, and best practices in teaching and learning.	Elizabeth Armstrong	Terry Davis Bill Craft Michael Davis (All) Chris Horvath (PC) Popak Roshan (Mac)
1.2. Ensure that campus computing resources are available for students at the hours of the day and days of the week when they are needed to support student learning.	Bill Craft	All Deans Michael Davis Terry Davis
1.3. Establish a campus-wide program to replace computers and ancillary equipment on a four-year cycle.	Bill Craft	Terry Davis Michael Davis Ken Einstein
1.4. Provide an appropriate level of technical staff support for both on-campus students and those learning at a distance.	Bill Craft	Michael Davis Roger Olson Jill Baker District Distance Ed Dean
1.5. Ensure that information technology is accessible to all students, including those with disabilities. To this end:	---	---
1.5.1. New classrooms will be designed to ensure accessibility.	Terry Davis	Gail Conrad Jill Baker
1.5.2. Official websites will be developed in compliance with established accessibility standards.	Bill Craft	Pete Miles

		Roger Olson Jill Baker Gail Conrad Lon Underwood
1.5.3. Close-captioning facilities and staffing will be enhanced to provide appropriate support for Technology Mediated Instruction developed at the college.	Jill Baker	Mike Gast Gail Conrad
1.6. Ensure that online resources have appropriate bandwidth and high availability.	Terry Davis	Bill Craft Ken Einstein Todd Williams
1.7. Develop and deliver Student Services by using portal technology that integrates student enrollment, counseling, communication, and administration in a single system.	Bill Craft	Liz Armstrong Rich Rose
1.8. The Mesa Information Technology Committee (MIT) will frequently assess the status of information technology as used in the delivery of services to Mesa College Students and maintain the Campus Information Technology Strategic Plan. The committee shall also serve in an advisory capacity to faculty, staff, and administrators on matters pertaining to instructional, administrative, and student services computing, telecommunications, and other technologies.	Bill Craft	MIT Committee

2. Classroom-Based Technology:		
We will integrate Information Technology into classroom-based and distance instruction to increase access to information and to enhance student learning.		
Strategies:	Campus Advocate	Subject Matter Experts
2.1. Provide adequate technical support to assist faculty in the design, development, and use of technology in the teaching and learning process in the classroom.	Jill Baker	Rob Fender Shirley Orsinelli Karen Owen Hank Beaver

		Robert Michaels Elizabeth Barrington
2.2. Use web-based and portal technologies to extend learning and communication opportunities beyond the classroom.	Bill Craft	Shirley Orsinelli Elizabeth Barrington Karen Owen
2.3. Develop new classrooms and upgrade existing classrooms to ensure campus and district-wide IT compatibility and interoperability.	Bill Craft	Michael Davis Todd Williams Ken Einstein Russ English
2.4. Relate the hardware platforms, operating systems, and software suites for computer workstations used in classrooms or labs to the established industry-wide standards that are predominant in the post-graduation job market for the discipline being taught in the classroom.	Margie Fritch	Carlos Toth Susan Lazear Russ English Karen Owen
2.5. Audio Visual systems that support classroom instruction will be fully integrated into the campus IT system.	Jill Baker	Steven Esterly Todd Williams Chris Horvath
2.6. Audio Visual systems that support classroom instruction will allow classroom based instruction to integrate smoothly with distance education techniques.	Jill Baker	Hank Beaver Shirley Orsinelli District Dist Ed Dean
2.7. Copyright standards and software licensing agreements will be strictly observed in classroom and distance education instruction.	Jill Baker	District Dist Ed Dean Kevin Branson Chris Horvath

3. Distance Learning:		
We will develop and deliver distance learning courses and programs designed to expand learning opportunities while maintaining high academic standards and best practices in each course and program.		
Strategies:	Campus Advocate	Subject Matter Expert
3.1. Encourage faculty to use distance learning techniques where appropriate.	Shirley Orsinelli	Karen Owen

		Elizabeth Barrington Hank Beaver
3.2. Working closely with SDCCD Online, collect, disseminate, and foster Academic Senate approved Best Practices document and related research to all aspects of distance learning, including pedagogy, class size, online class management, assessment and evaluation, Americans with Disabilities Act (ADA) requirements, standards of good practice, etc.	Elizabeth Barrington	Roger Gee Shirley Orsinelli Karen Owen Gail Conrad
3.3. Working closely with SDCCD Online, develop and implement feedback mechanisms for gaining student input into the development and delivery of distance learning courses and programs.	Karen Owen	Roger Gee Shirley Orsinelli Elizabeth Barrington Gail Conrad
3.4. Working closely with SDCCD Online, review and document all aspects of support services required to enhance distance learning. This includes student services and academic services which traditionally were only available on campus.	Margie Fritch	Elizabeth Armstrong Rich Rose Bill Craft District Distance Ed Dean All MIT Committee
3.5. Working closely with SDCCD Online, develop and implement mechanisms to improve retention and persistence in distance learning courses, including online assessment and orientation models to better prepare students for success in distance learning courses and programs.	Margie Fritch	Elizabeth Armstrong Rich Rose Bill Craft District Distance Ed Dean All MIT Committee
3.6. Enhance learning resources and services provided in the Learning Resource Center to increase availability to any student learning at a distance.	Bill Craft	Roger Olson Jill Baker District Distance Ed Dean
3.7. Increase the level of Mesa College's involvement with SDCCD Online by:	---	---
3.7.1. Active participation as SDCCD develops and implements district-wide distance learning policies. (I.e., for maximum class size, intellectual property rights, etc.)	Margie Fritch	Elizabeth Armstrong Margie Fritch

		<p>Roger Gee</p> <p>Elizabeth Barrington</p> <p>Karen Owen</p> <p>Shirley Orsinelli</p> <p>Hank Beaver</p> <p>District Distance Ed Dean</p>
<p>3.7.2. Active participation as district-wide and college specific academic and technology standards for distance learning courses are established.</p>	<p>Bill Craft</p>	<p>Margie Fritch</p> <p>Roger Gee</p> <p>Elizabeth Armstrong</p> <p>Karen Owen</p> <p>Shirley Orsinelli</p> <p>Hank Beaver</p> <p>Elizabeth Barrington</p>
<p>3.7.3. Active participation as delivery methods, website authoring tools, and online course management processes and procedures are developed within the District.</p>	<p>Karen Owen</p>	<p>Margie Fritch</p> <p>Roger Gee</p> <p>Elizabeth Armstrong</p> <p>Karen Owen</p> <p>Shirley Orsinelli</p> <p>Hank Beaver</p> <p>Elizabeth Barrington</p>
<p>3.7.4. Active participation as new markets for distance learning are established.</p>	<p>Margie Fritch</p>	<p>School Deans</p> <p>Dept Chairs</p> <p>Elizabeth Barrington</p>

4. Administrative Efficiency:

We will install and maintain appropriate levels of information technology throughout the college while ensuring that we maintain compatibility with SDCCD. This effort will include Information Technology systems that

support the business of the college and that provide access to data and software for decision-making.		
Strategies:	Campus Advocate	Subject Matter Experts
4.1. Establish, implement, and modify, as required, minimum functional standards for faculty and staff desktop computing including hardware, software, and network access.	Terry Davis	Bill Craft Michael Davis Ken Einstein Todd Williams Chris Horvath Popak Roshan Carlos Toth
4.2. Develop and implement a campus-wide plan to update all technology used to support administration, faculty, and staff.	Bill Craft	Rich Rose Elizabeth Armstrong Yvonne Bergland Terry Davis Bill Craft IELM and VTEA Committees
4.3. Develop, update, and maintain the technical infrastructure required to support seamless communication between campus buildings and all district sites.	Terry Davis	Bill Craft Ken Einstein Todd Williams Michael Davis Hamid Hamidy
4.4. Support the implementation of a district-wide, web-based, portal system which integrates all administrative Information Technology requirements into a single web or intranet accessible system.	Bill Craft	Lynn Neault Rich Rose Elizabeth Armstrong
4.5. Support and use a district-wide institutional research database that contains reliable data accessible to faculty and staff, capable of handling ad-hoc queries.	Yvonne Bergland	Elizabeth Armstrong Bill Craft

5. Professional Development:

We will develop and implement ongoing technology-related professional development and training programs for all full and part-time faculty and staff.

Strategies:	Campus Advocate	Subject Matter Experts
5.1. Develop and implement methods for obtaining faculty and staff input related to technology training needs and issues.	Karen Owen	MIT
5.2. Provide ongoing and current information to all faculty and staff about technology currently available throughout the district and how to access it.	Bill Craft	MIT
5.3. Use the Faculty FLEX Program to create an ongoing year-round, campus-wide training program that offers a variety of alternatives:	Hank Beaver	Bob Michaels Jill Baker Shirley Orsinelli Carlos Toth Elizabeth Barrington Yvonne Bergland
5.3.1. Use various delivery modes, including classroom instruction, independent study, and technology mediated instruction.	Hank Beaver	Bob Michaels Jill Baker Shirley Orsinelli Carlos Toth
5.3.2. Schedule classes at various times and on various days.	Hank Beaver	Bob Michaels Jill Baker Shirley Orsinelli Carlos Toth
5.3.3. Provide training on both administrative and academic technologies and applications.	Hank Beaver	Bob Michaels Jill Baker Shirley Orsinelli Carlos Toth Bill Craft
5.4. Provide discipline-and job-specific training	Bill Craft	School Deans

on technology tools and applications.		
5.5. Provide support, specific training, and general information on ADA and 508 requirements, fair-use copyright law, intellectual property, and other pertinent legal issues as these relate to the use of technology in SDCCD and at Mesa College.	Jill Baker	Bill Craft LRC Faculty Chris Horvath Gail Conrad
5.6. Include information about technology resources in the faculty orientation and mentoring program.	Bill Craft	Jill Baker Hank Beaver Val Ontell Jean Smith

6. Communication:		
We will use all available information technology capabilities effectively to facilitate open dialog among administrators, faculty, and staff, to provide effective communication between instructors and students, and to market the college.		
Strategies:	Campus Advocate	Subject Matter Experts
6.1. Use the Mesa College web site as a primary means of internal and external communication.	Bill Craft	John Nunes Pete Miles Hank Beaver Roger Olson Jill Baker
6.2. Centralize all campus web support activities under the School of Learning Resources and Instructional Support.	Bill Craft	Pete Miles Jill Baker Hank Beaver Mike Gast Michael Davis Susan Schwarz
6.3. Working closely with the district IT staff to ensure reliable email communication with all members of the college community, including all members of the following groups:	Terry Davis	Bill Craft Ken Einstein

administration, contract and adjunct faculty, full and part time staff, and students.		
6.4. Investigate alternatives for expanding off-campus access to district technology resources and information systems with the goal of making it possible for faculty and staff to operate from home as effectively as they can in their offices.	Bill Craft	Ken Einstein Todd Williams
6.5. Actively participate in district wide efforts to create district-wide information technology appropriate use policies for faculty, staff, and students.	Elizabeth Armstrong	Terry Davis Bill Craft Chris Horvath Carlos Toth MIT Committee

7. Fiscal Resources for Technology:

We will allocate an appropriate portion of general and restricted funds for Information Technology at Mesa College. Ensure that technology planning and purchases relate directly to the documented program requirements.

Strategies:	Campus Advocate	Subject Matter Experts
7.1. Develop a multi-year technology implementation plan, incorporating Total Cost of Ownership (TCO) concepts into the acquisition and support of information technology to support future buildings funded by Proposition S or other sources.	Terry Davis	Bill Craft Michael Davis Building Committees
7.2. Prioritize information technology spending in accordance with institutional goals, enrollment management, and ongoing program review, making choices that can be adequately funded on an ongoing basis by identified and allocated funds.	Elizabeth Armstrong	Rich Rose Terry Davis Yvonne Bergland Bill Craft
7.3. Investigate and implement district or campus-wide software licensing agreements as appropriate.	Bill Craft	Kevin Branson