Technology Proposals, Budget Year 2004–2005

The mission of the Technology Advisory Committee (TAC) is to consider how the faculty and staff of Wabash College can best use technology to define effective liberal arts education in the 21st century in a manner that is consistent with the Strategic Plan. We have formulated an outline and questions (on the reverse) to guide technology proposals for 2004–2005. These budget proposals are an opportunity for assessment of our current technology, consideration of opportunities for training and learning, and reflection about the future directions of technology at Wabash.

As in the previous year, we face limited funds for new technology. Whereas in past years we have tried to slow the growth of the lease budget, we are now in the position of keeping that budget flat while bringing the renovated Goodrich Hall on line. Nonetheless, exciting and original technology proposals need to be reviewed. Budget constraints will affect acquisition of new equipment but all proposals will be considered. Furthermore, the TAC and Computer Services would like to continue to plan for the future. Proposals for technology plans in the next 2–3 years, particularly major items, are welcome.

Current leased systems will continue to be replaced on schedule and do not need to be requested for replacement at this time. Under separate cover, Brad Weaver will be sending budget managers a list of computers currently in use in their area of responsibility. This list will indicate when computers will be replaced under the College's lease policy. If, however, a department does anticipate *major* changes or upgrades, chairs or supervisors should submit requests using the questions below outlining why and how the department's technology needs will change.

Computer Services and the TAC will be looking for ways to combine and share resources and coordinate proposals across campus in which departments with similar needs and goals might be able to share technological solutions. Collaboration need not be limited to Wabash College. The Midwestern Instructional Technology Center (MITC) offers a wide range of opportunities to explore new teaching technologies and to learn about existing ones as well as to network with GLCA/ACM colleagues. Programs include introductions to discussion boards or web authoring; symposia organized by discipline such as the humanities or economics; and specific initiatives in art, music, bioinformatics, ethics, and more. See http://www.midwest-itc.org/.

Guidelines and resources for preparing technology proposals are on the next page. Chairs and supervisors should collect requests and submit proposals to Jamie Ross (rossja@wabash.edu, x6302) by **January 9th, 2004**. Computer Services will review all proposals for implementation and support requirements.

<u>Guidelines for Technology Proposals</u> (1–2 pages suggested length)
Proposals are not required for replacements of leased equipment or the standard software upgrades available from the Help Desk (Adobe Suite, Dreamweaver, Eudora, Microsoft Office).

1.   Assessment of Needs and Goals
- What would you like to accomplish using technology in your work?
- What training or support do you (and/or your students/staff) need to use technology more effectively?
- What equipment or applications currently available would you like to use more effectively?

2.   Resources
- List the technology resources you are requesting. Be as specific as possible.
- Who will use this technology?

3.   Impact
- How will this technology change the way you teach/work?
- How will your use of this technology affect the larger communities you work with (students, faculty, department/division, work group, academic community, etc.)? Will this affect classroom hardware or software configurations?
- Would this technology be useful for others on campus?
- Can this technology be shared? (for example, consider a site license for multiple users or a single, stand-alone package/system)

4.   Implementation and Support
- How will this technology interact with existing systems? (for example, Mac/PC distribution in your department, Blackboard, the password system, standard software suites on campus)
- What support will you (and/or your students/staff) need to continue using this technology?

? For consultation and advice in preparing technology proposals, questions about using technology in the classroom, digital media, training, ElementK, or any questions about technology solutions, please email or call the Help Desk (helpdesk@wabash.edu or x6400).
? For questions about library and internet resources, such as on-line databases, contact Jeff Beck (beckj@wabash.edu or x6346).
? Proposals for technology to extend the classroom experience off-campus should be discussed with Richard Bowen (bowenr@wabash.edu or x6343).
? Please discuss the opportunities at MITC with Bob Royalty (royaltyr@wabash.edu or x6155)

Proposals are due to Computer Services by January 9th, 2004