

18-month Work Plan—January 2013 to June 2014

Prepared by Todd Coston

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Student Success

- Participation and planning with the Student Success Stewardship Team.
 - Identifying areas where technology can contribute to student success.
- Development of an online orientation as an alternative orientation opportunity.
 - Basic orientation
 - Orientation specifically for online students
 - Orientation for other areas (i.e. nursing, athletics, international, etc.)
- Oversee implementation of SARS ALRT early alert system.
 - Purchased by C6 but will ultimately be adopted campus and district-wide.
- Technology coordination of move to new One Card system for financial aid disbursement and pay-for-print.

Facilities and Infrastructure

- Strategically plan, budget and implement for increased wireless coverage on campus.
 - Work with Technology Committee (ISIT).
- Update of technology hardware replacement plan in coordination with Technology Committee (ISIT).
- Facilities Committee participation and working on the committee goals.
 - New construction.
 - Summer Projects.

Integration:

- Administrative Co-chair Staff Development Committee and Technology Committee (ISIT).
- Member of Accreditation Steering Committee, Facilities Committee, Co-Chairs Committee, District-wide IT Managers Committee, President's Cabinet, Admin Council and Student Success Stewardship Team.
- Grant support – technology support for various grants (i.e. STEM, C6, BSI, VTEA, etc.)
- Review and prioritize with the Technology Committee the technology requests from the Annual Program Review.
 - Partner with Technology Committee (ISIT).
- Participation in college re-org team.
 - Development of a recommendation for a new administrative structure to support the college.

Communication

- Update Committees site for Staff Development and Technology Committee (ISIT).
 - Minutes, Agenda's and supporting documentation.
- Committee participation.
 - Update committees on technology issues and solicit feedback on various technology issues.
- Staff Development site in the portal.
 - Promote staff development events.
- Development of streaming framework for sharing campus events, conferences, training sessions, etc.
 - Including addressing accessibility compliance.

Oversight and accountability

- Development of computer allocation model with sub-committee of the Technology Committee (ISIT).
- Assessment of new technology on campus.
 - Coordinate with Technology Committee (ISIT).
- Assessment of staff development opportunities.
 - Coordinate with Staff Development Committee.

Professional Development

- Partner with faculty representative to develop professional development opportunities for faculty.
- Co-chair Staff Development Committee and implement the work plan from that committee.
- Identify and utilize professional development opportunities for Technology Support staff.