



PACIFIC LUTHERAN UNIVERSITY

Office of the Provost

Academic & Information Services

Date: February 17, 2006

To: Jim Pence, Provost
From: Chris Ferguson, Associate Provost/Academic & Information Services
Subject: Update, Winter 2006

Here is the first of what will be a quarterly series of updates from Academic & Information Services (AIS). This is intended primarily for you, President's Council, and Academic Deans' Council, but routing to any additional interested parties would be fine. Feedback is also welcome. I've structured this report so it is easy to scan for items of most interest to the reader.

Ramstad Commons (P. Roundy, Dean)

Current Projects & Initiatives

- *Continuing to assess services*, the results of which will be analyzed and used for next year's initiatives.
- [*Y2@PLU*](#), an event for first-year students on April 5, will focus on upcoming registration, academic planning for the sophomore year, study away, internship opportunities, and academic success.
- *Hiring* a new director of Career Development and a new Program Specialist.
- *Creating a central clearinghouse for fellowships and scholarships* by setting up a network of fellowship & scholarship coordinators and a web page for accessing and sharing information.

Recent Accomplishments

- *Developed new assessment materials* for Academic Advising Office and Career Development in addition to tools already in place and being used by Academic Assistance; finalized assessment planning for all areas in the Ramstad Commons.
- *Completed mission statements for Ramstad Commons* and for all units within the Commons.

Information & Technology Services (C. Ferguson, Assoc. Provost)

Current Projects & Initiatives

- *Implementation of the Sakai learning management system*, replacing Blackboard as our eCourse service, is now moving forward, having recently received authorization from President's Council for an open source implementation specialist to lead this effort; Digital Media Center and Systems & Communications are in the early stages of piloting the system with several faculty; a communication program for the campus and a transition strategy for those now in Blackboard will be launched soon.
- *Library events programming has expanded* with recent sculpture and digital design exhibits, a prominent addition to the Lehmann African Art Collection, displays by the Health Center and of student art, and the possibility of a weekend film series as Circulation & Building Services seeks to expand the academic and cultural presence of the library on campus.
- *A patch management software system* is being implemented by Academic User Support that will provide increased remote support of desktop computers, especially upgrades of standard software and emergency patches on software when new viruses are afoot.
- *The annual instructional technology small grants program* sponsored by the Digital Media Center will open toward the end of February.
- *Seven classrooms are being upgraded to "smart" classrooms* by Multimedia Services this Winter, three in Ramstad and four in Olson.
- *Planning is under way for network performance improvement*, with special attention to the beginning of the Fall semester; this multi-year undertaking will begin with strategies to avoid the problems experienced last fall.

Recent Accomplishments

- *43 information literacy sessions for nearly 700 students* in courses during Fall semester were provided by Reference & Instruction Services; *25 digital media workshops for 372 students* in courses during Fall semester were provided by the Digital Media Center.
- *Substantial design and implementation services & support* leading up to the opening of the Morken Center for Learning & Technology were provided by Systems & Communications, Academic User Support, Digital Media Center, and Multimedia Services; DMC is operating the Wiegand Multimedia Lab.
- *Morken's card access system*, a sophisticated server-based system that represents the wave of the future for PLU building access control, was implemented by Administrative Computing, which also recently upgraded Banner to version 7.2 and is deploying fsaAtlas, a foreign student information control system that interfaces with the federal government.
- *Our first print collection inventory in 20 years*, using wireless laptops to scan barcodes and query databases real-time to identify problems, has been completed by Library Technical Services and Circulation & Building Services
- *The new PLU calendar* has moved from deployment and fine-tuning stage to full production mode; Digital Media Center has worked closely with several constituencies, including Conference & Events, Student Life, and ASPLU, in designing, testing, and deploying the system.

- *Our phone switch software has been upgraded* by Systems & Communications to accommodate the addition of Morken and to begin laying the technical foundation for phone service over the network (aka voice-over-IP, or VoIP)
- *The library received several substantial gifts of books* that were processed in 2005, the largest of which (38,000 volumes) came from the Rev. Lyndon Murk estate. Also on this front, *PLU has joined the Orbis/Cascade Alliance Electronic Resource Program*, which allows us to purchase online resources as a consortium with other universities at reduced cost.
- *A networked systems status page* is now available at <http://www.plu.edu/status> for better communication regarding network and system outages, causes, and cures.
- *285 oral histories were added to the Northwest Digital Archives* by University Archives in the first phase of a regional project supported by the National Endowment for the Humanities and the National Historical Publications and Records Commission; we are about to begin the second phase of this project.

Office of the Registrar (K. Plaehn, Registrar)

Current Projects & Initiatives

- *Transfer Equivalency Guides are being updated* for over 30 Washington and Oregon community colleges to increase fluidity and match (and map) changes in the PLU curriculum.
- *The May/August 2006 graduation process* has been refined and improved, including personal appointments for all prospective graduates to discuss remaining requirements (over 200 completed already); Tacoma Dome planning is well underway.

Recent Accomplishments

- *Two-year backlog of data entry has been eliminated* for students (transfer and freshmen) with incoming coursework for CAPP, the degree progress system.
- *Graduation process now working smoothly* so that December graduates have been awarded and diplomas ordered within one week of end of the term.

Associate Provost (C. Ferguson)

Planning & Leadership

- *Search for the next Education dean* continues with re-posting of the vacancy announcement after one of two finalists declined an offer.
- *A classroom improvement plan* has been drafted in concert with Instructional Resources Committee and the Classroom Management Group (see below).
- *Technology planning* efforts in recent months include an open source strategy for PLU, development of the case for additional technology funding, and coordination of focused strategic thinking in various I&TS units; several planning documents and discussion papers are collected at <http://www.plu.edu/library-computing/documents.html>.
- *The Mortvedt Commons* concept, now embodied in the campus master plan, will go to next level of detail in planning following adoption of the larger campus master plan by the Regents; next step might be expansion of the learning commons in Mortvedt, closure

of the UC computing lab, and transfer of adjacent classroom-lab activities to Morken & an Education lab in Hauge.

Faculty Development

- *Funding proposal* for permanent half-time faculty leadership of this program is in the proverbial hopper; this person would coordinate and consolidate programs, lead grant-getting efforts, etc; proposal coordinated with Task Force on Teaching (P. Killen, A. Leon-Guerro, J. Lewis).
- *A Program for the development of new faculty* is being designed by the Task Force on Teaching, Wild Hope (P. Menzel), the Provost, and the Associate Provost; new faculty would convene twice a month for sessions related to pedagogy, scholarship, governance, and more.

Learning Spaces

- *A classroom improvement plan* has been drafted and is under review; coordinated with Instructional Resources Committee and Classroom Management Group (Registrar, Director/Facilities Management, IRC representative, Dean/Information & Technology Services, and Director/Multimedia Services)
- *“Classroom Central” webpage* for one-stop connection with classroom-related resources will be launched when the classroom improvement plan is released; site will include census of classrooms (technology & furniture inventories, images of spaces), ability to reserve space and multimedia, mailbox for comments & problem reports, and relevant documents (e.g., three-year improvement plan, classroom standards)

Other

- *ROTC* and the university are developing a plan to move ROTC into Memorial Gymnasium in June. (Assoc. Provost is now institutional contact for ROTC.)
- *Scholarship and research recognition events* planning underway: faculty scholarship & Regency Advancement Awards dinner has been set for April 19 and a student-faculty research luncheon is scheduled for April 6.
- *Faculty Excellence Awards* selection process was completed in November, awards were conferred in December.
- *Central Equipment Fund allocation process* will begin in February.
- *Preparation for the campus accreditation self-study* began with a workshop conducted by the accrediting agency and attended by a PLU team consisting of D. Robbins, chair; L. Polcyn, M. Wutzke, and C. Ferguson.