

# Alabama State University COLLEGE OF EDUCATION Technology Plan 2007

## **EXECUTIVE SUMMARY:** (Purpose)

“To Begin with the End in Mind means to start with a clear understanding of your destination. It means to know where you're going so that you better understand where you are now and so that the steps you take are always in the right direction.”

---7 *Habits of Highly Effective People* by Steven Covey

The Alabama State University College of Education Technology Plan is the roadmap used to determine the path which this organization will take in order to integrate technology into all of its daily operations. The Technology Plan arises out of the needs of all the constituents impacted by the utilization of technology according to needs assessments and audits. It addresses these concerns and prioritizes them with available resources. The Technology Plan is closely linked with the University and College of Education's overall goals and is based on best practices which have been researched and proven effective. It helps to prevent unnecessary – and sometimes costly – activities which do not align with the specific goals and objectives. The Technology Plan also helps to create a cohesive vision shared by all stakeholders in the College of Education. It is the strategic tool creating a framework for a myriad of individual strategies and actions that must take place to bring everything together successfully in this 21st century learning environment.

## **RATIONALE:** (Research)

Increasingly, technology is poised to revolutionize teaching, learning, and assessment. The National Council for Accreditation of Teacher Education (NCATE, <http://www.ncate.org/>) is the official body for accrediting teacher preparation programs. In keeping with new demands for teachers skilled in integrating technology into instruction, NCATE adopted standards that place added emphasis on several areas, including technology. NCATE has also taken part in several initiatives designed to spread technology knowledge to university faculty, teacher candidates, and teachers already in the classroom.

The International Society for Technology in Education (ISTE, <http://www.iste.org>) provides leadership and service to improve teaching, learning, and school leadership by advancing the effective use of technology in PK–12 and teacher education. The National Educational Technology Standards (NETS, <http://cnets.iste.org>), which provide standards for students, integrating curriculum technology, technology support, and standards for student assessment and evaluation of technology use, have been adopted by the Alabama State Department of Education.

Arthur E. Wise, president of NCATE, noted that "As technology moves from the periphery to the center in P–12 schools, it should also move from the periphery to the center in teacher candidate preparation. We must all work together to help ensure that tomorrow's teachers are prepared for the challenges of teaching in the 21st century."

According to the NCATE report, *Technology and the New Professional Teacher: Preparing for the 21st Century Classroom*,

Teacher education institutions must prepare their students to teach in tomorrow's classrooms. Rather than wait to see what tomorrow's classrooms will be like, they must experiment with the effective application of computer technology for teaching and learning in their own campus practice. Today's teacher candidates will teach tomorrow as they are taught today.

With a vision in hand, the teacher education faculty need to plan how their vision can be realized. The "plan" must be more than a technology acquisition plan that focuses on how to acquire, allocate, and amortize hardware and software. The plan must be tightly linked to other planning processes in the college and include suggestions for integrating technology across the curriculum, for providing faculty development, and for building the support structure the program will require. Steps for reallocations within the existing budget as well as ideas for seeking external funds are also a part of a good plan. The budget planning process must also include the recurrent costs associated with technologies - which include maintenance as well as upgrading.

Perhaps the most important part of a sound plan is the specified outcomes for the students who are enrolled in the teacher education program. What knowledge, skills, and attitudes will they acquire from the teacher education program that are essential for them to perform successfully in technology-enriched P–12 classrooms?

For these reasons, the Alabama State University College of Education strives to develop and implement a sound technology plan that will continue to drive teaching, learning and administrative practices into the 21<sup>st</sup> century.

**TECHNOLOGY VALUE STATEMENTS:** *"This is what we believe is important..."*

- We value a systematic approach to planning that includes quality leadership, administrative support, and adequate funding that enhances the technology mission of the College of Education.
- We value the development of a technology infrastructure that enhances the teaching, research, and clinical experiences of faculty, staff, candidates, and stakeholders.
- We value technology that is innovative, reliable, accessible, and secure.
- We value the utilization of data for technology decision-making and program improvement.

- We value the utilization of technology innovation that enhances communication and collaboration with faculty, staff and stakeholders.

**TECHNOLOGY VISION:** *“This is the big picture -- why technology is important and how it will support our learning environment...”*

It is the vision of the Alabama State University's College of Education that all students, faculty and administrators be provided with current technology tools and training so that they will be equipped with the knowledge, skills and dispositions needed to be competitive in the global market. Technology integration will help to create a learning environment that offers access to a wealth of resources and opportunities that encourage new ways of teaching and learning that extend beyond the walls of traditional classrooms. By utilizing technology efficiently not only in administrative functions, but also through instructional and evaluative practices, the College of Education will develop successful practitioners who value lifelong professional learning, are effective decision makers and significantly impact their culture and society.

**TECHNOLOGY MISSION:** *“This is our purpose and how we will achieve our vision...”*

It is the mission of the Alabama State University’s College of Education to prepare teachers, instructional support personnel, and other professionals who are highly qualified and entrepreneurial decision makers equipped with the technological knowledge, skills, and dispositions necessary for reflective practice. Faculty, students, staff, candidates, and external stakeholders will accomplish this mission by modeling the utilization and integration of technology in their teaching, research, and clinical programs within the College of Education programs, as well as to the wider university, K-12 schools and the community.

**TECHNOLOGY GOALS:** *“These outline the areas in which you will focus your efforts...may change over time”*

Goal 1: Create a technologically rich educational environment where candidates can become effective decision makers.

Goal 2: Create technologically adept educators who are reflective practitioners, change agents, and lifelong learners.

Goal 3: Enhance faculty members’ abilities to model instructional technology.

Goal 4: Continue refining courses to include current technologies/interfaces (BlackBoard).

Goal 5: Continue providing current technology resources to faculty and candidates.

Goal 6: Training for the Staff in the COE.

**GOALS: (REVISED 2007)**

1. Establish and improve the use of technology to support COE teaching and learning, research, and clinical experiences resulting in effective decision makers. (previously Goals 1, 2, 5)  
NCATE 1, 3

2. Establish a model for training COE faculty, staff and students in the use of technology creating adept educators who are reflective practitioners, change agents and lifelong learners.  
(previously Goal 3, 6)  
NCATE 5
  
3. Ensure COE will be in compliance with federal and state regulations to meet the needs of a diverse faculty and student body through the use of current and emerging technology tools.  
(new goal)  
NCATE 4
  
4. Establish and improve technology to support COE academic services and administrative processes.  
(previously Goal 4)  
NCATE 2, 6

**STRATEGIES:** (Objectives) *“These are the things we will focus upon in order to implement Goal X...”*

GOAL	STRATEGY	NCATE STANDARD(S)
1.0	<b>Establish and improve the use of technology to support COE teaching and learning, research, and clinical experiences resulting in effective decision makers.</b> <i>(previously Goals 1, 2, 5)</i>	NCATE 1, 3
	1.1 Improve the available technology hardware and software for faculty to utilize in instructional and research activities. <i>(aligns with Academic Computing 1.2)</i>	
	1.2 Develop and implement more COE distance learning program offerings. <i>(aligns with Academic Computing 1.3)</i>	
	1.3 Support the COE technology plan through policy and annual budget allocations. <i>(aligns with Academic Computing 1.1)</i>	
	1.4 Provide accessible technology equipment and resources for COE students to utilize in course work and clinical experiences. <i>(aligns with Academic Computing 1.4)</i>	1.3.3, 1.5.2
2.0	<b>Establish a model for training COE faculty, staff and students in the use of technology creating adept educators who are reflective practitioners, change agents and lifelong learners.</b> <i>(previously Goals 3, 6)</i>	NCATE 5
	2.1 Provide ongoing, one-to-one and group technology training for faculty. <i>(aligns with Academic Computing 2.4)</i>	

	2.2 Develop computer-based training tutorials and online support materials accessible to faculty, staff and students. <i>(aligns with Academic Computing 2.1, 2.5)</i>	
	2.3 Provide technology support services to faculty staff and students who need assistance with instructional or learning tasks. <i>(aligns with Academic Computing 2.2, 2.3, 2.6)</i>	
	2.4 Develop an orientation course for new COE faculty and students to familiarize them with available technology tools and resources.	
3.0	<b>Ensure COE will be in compliance with federal and state regulations to meet the needs of a diverse faculty and student body through the use of current and emerging technology tools. <i>(new goal)</i></b>	<b>NCATE 4</b>
	3.1 Create a Center for Disabilities accessible to all COE faculty, staff and students. <i>(aligns with Academic Computing 3.1, 3.2)</i>	
	3.2 Raise awareness within the College of Education about technology tools to assist with learning and physical disabilities. <i>(aligns with Academic Computing 3.3)</i>	
	3.3 Improve electronic accessibility of materials and resources for student and faculty populations with disabilities. <i>(aligns with Academic Computing 3.4, 3.5)</i>	
	3.4 Hire an Instructional Designer/Technology Specialist to develop accessible templates for accommodating, modifying and adapting the delivery of online and face-to-face course materials. <i>(aligns with Academic Computing 3.6)</i>	
4.0	<b>Establish and improve technology to support COE academic services and administrative processes. <i>(previously Goal 4)</i></b>	<b>NCATE 2, 6</b>
	4.1 Develop and implement policies and procedures for technology use to be distributed and followed by all stakeholders. <i>(aligns with Academic Computing 4.3)</i>	
	4.2 Implement system of managing courses and related activities electronically. <i>(aligns with Academic Computing 4.1, 4.4, 4.5, 4.6)</i>	
	4.3 Automate routine maintenance and management of COE computers. <i>(aligns with Academic Computing 4.2, 4.3)</i>	

**ACTIVITIES:** (Action Steps and Data Sources) *These are the specific steps put into place to accomplish STRATEGY/GOAL X...*

Action (%)	Timeframe	Responsible	Data	Status
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Person(s)		Source			
<b>GOAL 1: Establish and improve the use of technology to support COE teaching and learning, research, and clinical experiences resulting in effective decision makers.</b> <i>(previously Goals 1, 2, 5)</i>					
<b>STRATEGY:</b> 1.1 Improve the available technology hardware and software for faculty to utilize in instructional and research activities. <i>(aligns with Academic Computing 1.2)</i>					
a. Provide up-to-date, networked computers in every faculty member's office.				Previous:	Current:
b. Provide access to current and emerging technologies, such as digital still and video cameras, voice recorders, and individual response systems, for faculty use.				Previous:	Current:
c. Provide a projection device, interactive whiteboard and microphone system in every COE classroom.				Previous:	Current:
d. Provide faculty with access to a dedicated secure wireless network and individual file storage.				Previous:	Current:
<b>STRATEGY:</b> 1.2 Develop and implement more COE distance learning program offerings. <i>(aligns with Academic Computing 1.3)</i>					
				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
<b>STRATEGY:</b> 1.3 Support the COE technology plan through policy and annual budget allocations. <i>(aligns with Academic Computing 1.1)</i>					

				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
<b>STRATEGY: 1.4</b> Provide accessible technology equipment and resources for COE students to utilize in course work and clinical experiences. <i>(aligns with Academic Computing 1.4)</i>					
				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
				Previous:	Current:
<b>GOAL 2: Establish a model for training COE faculty, staff and students in the use of technology creating adept educators who are reflective practitioners, change agents and lifelong learners.</b> <i>(previously Goals 3, 6)</i>					
<b>STRATEGY: 2.1</b> Provide ongoing, one-to-one and group technology training for faculty. <i>(aligns with Academic Computing 2.4)</i>					
a. Establish a technology faculty mentoring program.				Previous:	Current:
b. Provide monthly hands-on technology training sessions on available technology tools and resources.				Previous:	Current:
c. Conduct technology integration demonstrations during regular faculty meetings.				Previous:	Current:
<b>STRATEGY: 2.2</b> Develop computer-based training tutorials and online support materials accessible to faculty, staff and students. <i>(aligns with Academic Computing 2.1, 2.5)</i>					
a. Provide tutorial CD-ROMs and				Previous:	Current:

videos.					
b. Develop online Frequently Asked Q&A and Technology Help Guides.				Previous:	Current:
<b>STRATEGY:</b> 2.3 Provide technology support services to faculty staff and students who need assistance with instructional or learning tasks. <i>(aligns with Academic Computing 2.2, 2.3, 2.6)</i>					
a. Provide a technology help desk available 24/7/365.				Previous:	Current:
b. Create a technology support center with extended hours.				Previous:	Current:
c. Develop instructional manuals for distribution to faculty, staff and students on COE technology software, tools and resources.				Previous:	Current:
d. Train interested faculty in each department to identify common technology problems to serve as liaisons between MIS and COE faculty.				Previous:	Current:
<b>STRATEGY:</b> 2.4 Develop an orientation course for new COE faculty and students to familiarize them with available technology tools and resources.					
a.				Previous:	Current:
b.				Previous:	Current:
<b>GOAL 3: Ensure COE will be in compliance with federal and state regulations to meet the needs of a diverse faculty and student body through the use of current and emerging technology tools. <i>(new goal)</i></b>					
<b>STRATEGY:</b> 3.1 Create a Center for Disabilities accessible to all COE faculty, staff and students. <i>(aligns with Academic Computing 3.1, 3.2)</i>					
a. Provide assistive technologies,				Previous:	Current:

such as text-to-speech converters, screen readers and magnifiers, audio books, voice recognition software and word predicators, for students and faculty.					
b. Develop a virtual center online with information for individuals with disabilities about resources available on campus, as well as local, state and national resources.				Previous:	Current:
<b>STRATEGY:</b> 3.2 Raise awareness within the College of Education about technology tools to assist with learning and physical disabilities. <i>(aligns with Academic Computing 3.3)</i>					
a. Conduct regular diversity training with faculty and teaching assistants on implementing instructional strategies and use of technology resources to meet all learner needs.				Previous:	Current:
b. Conduct compliance training with COE faculty and staff on federal and state regulations for providing services.				Previous:	Current:
c. Conduct awareness and advocacy education for students through				Previous:	Current:

course materials, special events and campus public notices to increase self-identification and knowledge of assistive technology resources.					
<b>STRATEGY:</b> 3.3 Improve electronic accessibility of materials and resources for student and faculty populations with disabilities. <i>(aligns with Academic Computing 3.4, 3.5)</i>					
a.				Previous:	Current:
b.				Previous:	Current:
<b>STRATEGY:</b> 3.4 Hire an Instructional Designer/Technology Specialist to develop accessible templates for accommodating, modifying and adapting the delivery of online and face-to-face course materials. <i>(aligns with Academic Computing 3.6)</i>					
a.				Previous:	Current:
b.				Previous:	Current:
<b>GOAL 4: Establish and improve technology to support COE academic services and administrative processes. (previously Goal 4)</b>					
<b>STRATEGY:</b> 4.1 Develop and implement policies and procedures for technology use to be distributed and followed by all stakeholders. <i>(aligns with Academic Computing 4.3)</i>					
a. Create acceptable use policies for faculty, staff and students.				Previous:	Current:
b. Create technology policies and procedures manuals to be made available in all computer labs and faculty departments.				Previous:	Current:
<b>STRATEGY:</b> 4.2 Implement system of managing courses and related activities electronically. <i>(aligns with Academic Computing 4.1, 4.4, 4.5, 4.6)</i>					
a. Digitize all COE forms and make them available Create an online course registration and				Previous:	Current:

payment system.					
b. Utilize technology tools for faculty to manage their course rosters and grade submission.				Previous:	Current:
c. Create a secure file system for COE faculty and students to easily access individual data from anywhere using secure logins.				Previous:	Current:
<b>STRATEGY:</b> 4.3 Automate routine maintenance and management of COE computers. <i>(aligns with Academic Computing 4.2, 4.3)</i>					
a. Develop an electronic trouble ticket submission system.				Previous:	Current:
b. Create a regular software update schedule for all COE faculty and student lab computers.				Previous:	Current:
c. Implement a computer replacement schedule on no less than a 3-year cycle.				Previous:	Current:

**OUTCOMES:** (Performance Statements) “When we have achieved Goal X we will see the following...”

**TECHNOLOGY AUDIT:** (Where We Stand)