

**CENTER FOR INSTRUCTIONAL TECHNOLOGIES
VISION PLAN • 2002–2003**

SUMMARY OF REQUESTS

Currently the Center for Instructional Technologies (CIT) has a budgeted allocation of \$1.44 million for recurring operating costs. CIT is requesting additional funding totaling \$734,000 in the 2002–2003 ITAC Vision Plan. These requests include both incremental increases for our recurring operating expenses and new initiatives (\$463,000), and one-time capital expenditures (\$271,000).

Of the total items, four are student programs (\$60,000), four are for faculty support (\$250,000), two for both students and faculty (\$49,000), four for lab, network, servers, and hardware (\$325,000), and two for operational support (\$50,000).

CIT requests an increase of \$463,000 for its recurring operating costs. This total includes \$298,000 to meet increased costs and demands for ongoing operations, and \$165,000 for five new initiatives. They are:

<i>Ongoing operations</i>	<i>\$298,000</i>
• Salary increases for current staff	\$20,000
• Lifecycle funding of staff equipment	\$75,000
• Multimedia lab management	\$10,000
• Professional development and training	\$30,000
• Expansion of the ~FAST Tex program	\$33,000
• Expanded support for Web courseware and assessment	\$130,000
<i>New initiatives with recurring costs</i>	<i>\$165,000</i>
• Online lecture and course development	\$98,000
• TA technology training program	\$20,000
• Courses and internship for students in IT tools development	\$20,000
• Academic IT certification online resource development and assessment	\$15,000
• Year-round faculty development workshops	\$12,000

In addition, CIT has identified five one-time projects with costs totaling \$271,000 for implementation next year. These projects, if funded and implemented, will foster the production of new media instructional components; enhance the use of network-based collaborative tools; and support, promote, and develop the instructional potential of the Web to meet the accelerated demands of faculty and student endeavors. They are:

<i>One-time capital expenditures</i>	<i>\$271,000</i>
• Multimedia teaching and production lab upgrade	\$215,000
• Server, storage, and backup	\$25,000
• World Lecture Hall	\$10,000
• UT Research Clearinghouse	\$5,000
• New technology evaluation	\$16,000

INTRODUCTION

CIT offers leadership and assistance to all UT Austin educators who want to incorporate technology into instruction. It serves as a training, consulting, and resource center, and an incubator for teaching, learning, and research projects using promising new technologies.

ITAC EXPENDITURES FOR 2000–2001

Since its inception in 1996, CIT has received ITAC funding through the former Academic Computing and Instructional Technology Services (ACITS). Beginning in January 2001, CIT reported directly to the Provost's Office and during the year became a component of its new Division of Instructional Innovation and Assessment; hence CIT is submitting its own vision plan for 2002–2003.

For 2000–2001 CIT received a total of \$386,000—an annual recurring allocation of \$290,000 that supplemented its operating costs and a one-time allocation of \$96,000 for special lab equipment and software. All ITAC money was spent on initiating three-year lifecycle funding for all computers, servers, and networking, both for our high-end multimedia teaching, training, and production lab as well as for support staff. We upgraded our networking infrastructure for the lab, replaced lab equipment, and added new peripherals. A portion of ITAC funds also supported thirty-one faculty projects through the ~FAST Tex program, along with a large subsidy from the former ACITS. (See ACITS Vision Plan 2000–2001.)

ITAC EXPENDITURES FOR 2001–2002

For 2001–2002, the year after it separated from the former ACITS, CIT is receiving \$1.44 million for its recurring operating costs. We rely solely on the ITAC allocation to fund all our instructional activities, support the multimedia lab, and fund a large portion of our additional recurring expenses. Expenditures include:

- **~FAST Tex**—Thirty-six projects currently in progress, administered and monitored by CIT staff
- **IITAP**—Instructional technology incentive program involving call for proposals, administration, judging, and an open house at which all entrants are showcased and winners are announced
- **Courseware**—Training, second-tier expert consulting, and administration of Web courseware tool use
- **Technical evaluation**—Research and development on new and emerging technologies
- **Database production**—World Lecture Hall, UT Research Clearinghouse, departmental, ~FAST Tex consults
- **Multimedia lab**— Only high-end production facility open to all UT students; lab open 56 hours per week, staffed by manager, part-time tech, and part-time proctors
- **Resource development**—Web site resources, tutorials, lab guides, journal publication, conference presentations
- **Training**—Workshops, faculty retreat, on-site or lab-based training sessions for faculty and classes as requested
- **Consulting**—Ongoing by staff according to area of expertise
- **Credit courses**—By staff, supplemented by additional staff presentations; support faculty projects

INFRASTRUCTURE AND SERVICES SUPPORTED BY LOCAL/SPECIAL FUNDS

CIT does not receive special funding or local money for its operation. Rather, we provide students and faculty reliable services and direct access to distance learning and teaching technology, and support and

complement departments and colleges in their endeavors to promote innovation in instruction. We partner with colleges in the research and development of instructional technologies, and collaborate with other campus entities in implementing technology grants.

In addition to ITAC funds, we do receive incidental funds supporting our operation. In the 2001–2002 fiscal year, these funds entailed:

- TIF Di4 grant, equipment to flow through to departments \$107,053
- IITAP Awards, incentive program funded by the Provost's Office \$7,500

ELABORATION OF REQUESTS

Ongoing operations **\$298,000**

Technical job category salary increases **\$20,000**

CIT must be able to retain a highly skilled and experienced IT staff: 7 SSA, 9 SA, 1 programmer, 1 RTF specialist, 1 training specialist, and other technical staff (see Appendix E).

Lifecycle funding of staff equipment **\$75,000**

CIT staff hardware, software, and peripherals require timely upgrades and replacement in order to properly serve our clients. We are continuing a three-year replacement cycle.

Multimedia lab management **\$10,000**

We anticipate an incremental increase to the fees charged by ITS Departmental Services to manage the CIT lab.

Professional development and training **\$30,000**

In the new media arena, it is paramount that CIT devote adequate funding and time to research, develop, and maintain staff expertise. It includes training, developing conference presentations, and journal submissions as a part of documenting and sharing what we learn.

Expansion of ~FAST Tex program **\$33,000**

Partial funding is requested to support students involved with the ~FAST Tex program, Faculty and Student Teams for Technology, initiated in 1998. The funds are to be used solely for wages for the students working with faculty to incorporate technology into courses. Additional funding will allow us to support not only more projects but also a growing number of more ambitious and technically advanced projects requiring longer-term development. Our goal is to expand the program to year-round support to accommodate just-in-time assistance for faculty, rather than be limited by a once-a-year proposal cycle.

Expanded support for Web courseware and assessment **\$130,000**

We plan to acquire a secure server dedicated to WebCT support (\$30,000), and need two additional staff to address the demands of accelerated use of WebCT & Blackboard campus-wide as well as new assessment and evaluation initiatives (\$100,000). There has been a 283% increase in Blackboard course sites from spring 2001 to the fall 2001 semester; 20,558 (unique) individuals used Blackboard during the first four months of the 2001–2002 academic year.

New initiatives with recurring costs **\$165,000**

Online lecture and course development **\$98,000**

To ensure continual support of online lecture development initiated by the TIF Di4 grant, we will add a staff media specialist to facilitate the production of online lectures, short courses, and for-credit courses, using LiveStage Pro and HorizonLive. These technologies will be applied to faculty development workshops as well as Academic IT certification development. Licenses for these products must be renewed and expanded to continue our support, development, and services.

TA technology training program **\$20,000**

We will train graduate TAs in instructional technology methods and techniques, not only to work on courses with current UT faculty, but to prepare them to become IT-savvy faculty themselves. Funding will initially support thirty students during the summer (\$500 per student) to build Web courseware for courses in their departments, with competitive awards for best practices (\$5,000). We hope to expand this program to year-round within two years.

Courses and internship for students in IT tools development **\$20,000**

We plan to coordinate and host a course and internship to allow advanced students from different departments such as CS, MIS, TLC and RTF to design and develop tools (database development, interactive Java applets, scientific visualization) that would support research at UT Austin. Funding would support equipment and software purchases, and honoraria for lecturers and mentors from UT Austin as well as industry.

Year-round faculty development workshops **\$12,000**

Expanding our faculty development workshops would prepare more faculty to be ready to work with their department and college instructional technology units and to participate more effectively in the ~FAST Tex program.

Academic IT certification: online resource development and assessment **\$15,000**

In collaboration with various IT entities across campus, we will coordinate and build an online curriculum and assessment infrastructure to support students pursuing academic certification in IT and participating in the Information Technology Bridging Disciplines Program. We will collect and produce online training materials/lectures, and develop guidelines and standards for competency in Web and multimedia development. The program will also provide the core for a one-hour credit self-paced “laboratory” course. This format will benefit not only students, but also a growing number of faculty who expect their students to possess and apply IT skills in their classes.

One-time capital expenditures **\$271,000**

Multimedia teaching, training, and production lab **\$215,000**

The CIT will provide real-time video capture, conversion, and editing for course modules and training. Planned facilities include a capture station, Firewire upgrades, software, Medea RAID Drive, a digital video camera, and two digital video decks (\$39,000). We will upgrade the lab network port capability through purchase of two new switches and fiber interface. Port availability is nearing saturation, and planned lab support facilities will require the additional ports (\$15,000). Lifecycle updates for lab equipment and software will improve efficiency for both students and instructors who use the facility (\$30,000), as will wide-screen flat-panel displays, replacing three-year-old monitors (\$25,000). In

addition, the new equipment will improve the quality of seminars and classes streamed from or recorded at the CIT lab, and increase its general usefulness. A new teaching console, identical to those in the newly developed standard technology classrooms, which integrates computers, projector system, and document camera will facilitate the growing number of courses (see Appendix C) and workshops taught in the lab (\$30,000). It is essential to keep lab equipment up to date to fulfill the CIT's commitment to showcase new technologies, and to model best practices. Specific items requested are itemized in Appendix D.

Server, storage, and backup **\$25,000**

A locally controlled file-sharing and data archiving system is needed to facilitate workflow, encourage collaboration, and guarantee data security. A fully automated system will reduce staff workload while increasing reliability of backups.

World Lecture Hall **\$10,000**

The World Lecture Hall Web site, which contains links to pages created by faculty worldwide who are using the Web to deliver university-level academic courses, is now the responsibility of the CIT. Additional enhancements and improvements in maintenance will necessitate additional database support hardware and software to maintain a rich and prestigious resource at an acceptable technological level.

UT Research Clearinghouse **\$5,000**

The UT Research Clearinghouse Web site, now in development, will allow faculty to post information about their research for interested students, thus opening up research opportunities to all students. Further development and enhancements will require additional database support hardware and software to keep a valuable resource at an acceptable technological level.

New technology evaluation **\$16,000**

A small pilot project is envisioned to investigate the educational applications of handheld devices and technologies (\$7,000). We also would like to examine and deploy specialized software to efficiently manage the content of the CIT Web site, monitor and identify links, and optimize file size. (\$6,000). Finally, the CIT would like to purchase the license and source code for FAST, a during-semester assessment tool that would allow faculty-designed and administered Web-based course evaluations and assessments (\$3000).

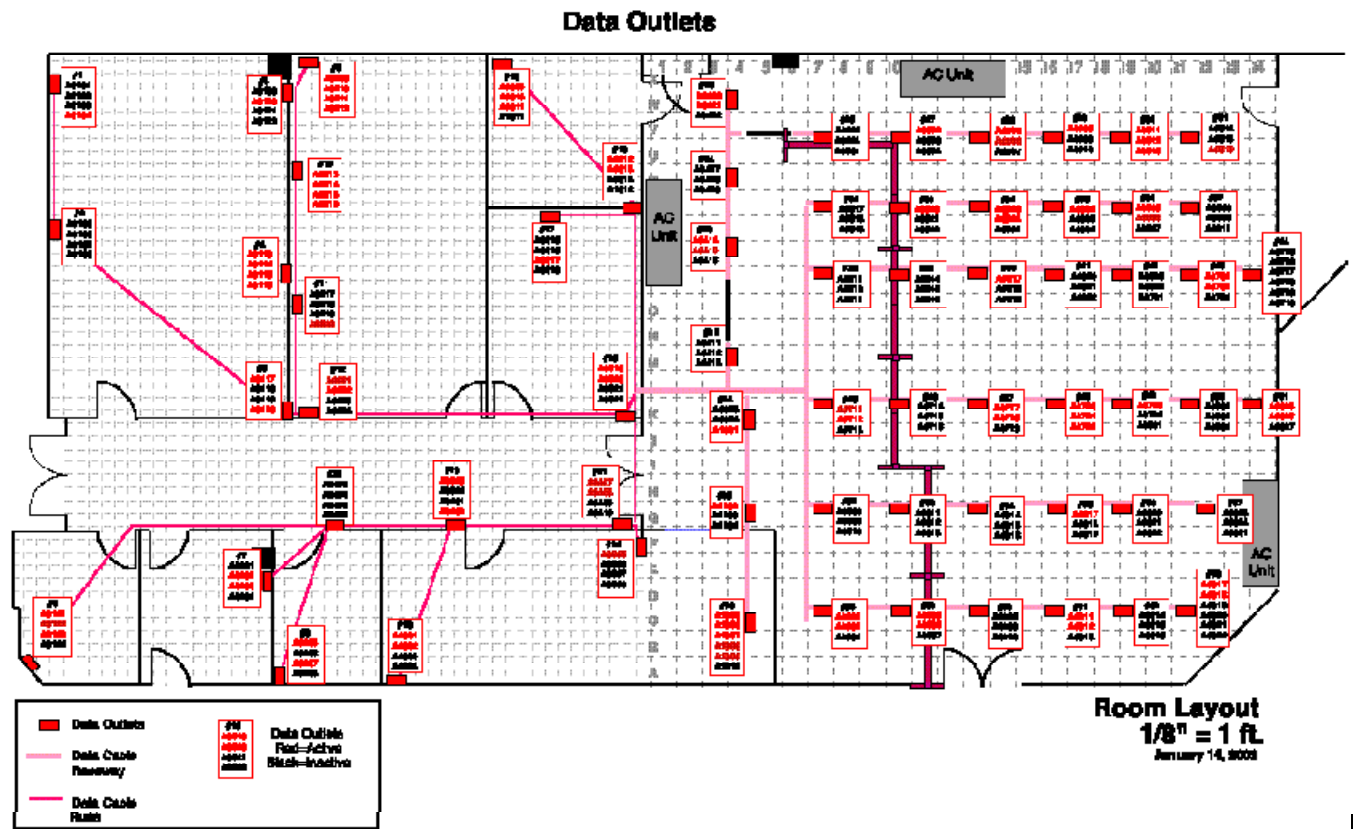
APPENDICES

- A. CIT offices and lab network status
- B. Multimedia computer lab status
- C. List of courses taught in the CIT lab
- D. Requested lab equipment
- E. Staff funded by ITAC

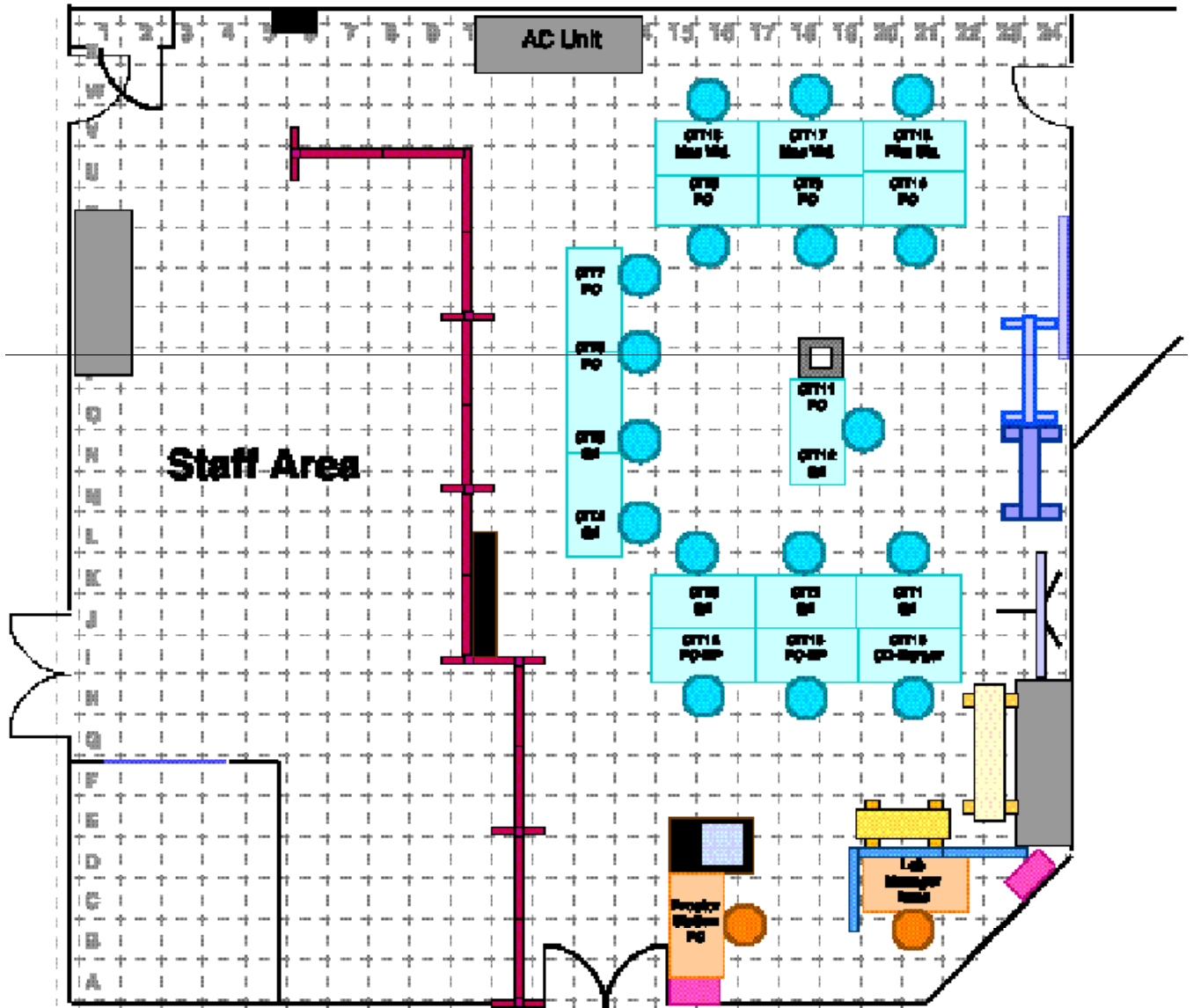
Appendix A: CIT offices and lab network status

The CIT offices and lab are housed in Suite 2.130 in GSB. We have two Cisco 2948G 10/100 switches. Each switch has 48 ports, for a total of 96. Of the total, 88 ports are in use; 41 by staff and 47 in the lab. Two ports in each switch are reserved for interfacing to the UTNet. Three are backups, and the other is the active interface, connecting to an Allied Telesyn MC102XL Fast Ethernet media converter, then to the fiber link that connects to the building router. The two switches are interfaced via a fiber card on each switch.

The lab cabling was installed in December 1999 with Belden Datatwist 350 CAT V cable. The staff cabling was installed in 1993; it is BerkTek Lan-Tek Hyper 100 CAT V cable.



Lab Layout



	Leuzark Optra 81000 Printer
	36" HP350C Plotter
	42" HP5000P3 Plotter

Room Layout
1/8" = 1 ft.

Appendix B: Multimedia computer lab status

In 1999 the CIT lab underwent a renovation to install a much faster 100-megabit per second switched network. Mac G4 computers with Trinitron Multiscan G500 monitors, and Dell Precision 420 workstations are now available, along with a range of peripherals and two plotters for poster-size printing. The lab is set up with several specialized work stations, and a separate teaching area with digital projector and smart screen, available for lab users when classes are not in session.

Multimedia lab software

	Mac	Win		Mac	Win
Acrobat Reader 5.0	Yes	Yes	LiveMotion 1.02	Yes	Yes
Acrobat 4.06	Yes	Yes	Media Cleaner Pro 4.0.2	Yes	No
AfterEffects 4.0	Yes	Yes	MS Office 2000	No	Yes
Authorware 4.03	Yes	Yes	MS Office 2001	Yes	No
Authorware 5.1	No	Yes	NIH Image 1.62	Yes	No
Bryce 4.01	Yes	Yes	OmniPagePro 8.01	Yes	No
Claris Home Page 3	Yes	No	PageMaker 6.5+	Yes	Yes
Debabelizer 3	Yes	No	Photoshop 6	Yes	Yes
Director 8	Yes	Yes	Premiere 5.1c	Yes	Yes
Dreamweaver 4	Yes	Yes	QTVR Auth. Studio 1.0.1	Yes	No
CourseBuilder in Dreamweaver 4	Yes	Yes	QuickTime 5 Pro	Yes	Yes
E-Z CD Creator 4	No	Yes	Real Player 8	Yes	Yes
FileMaker Pro 5.0v3	Yes	Yes	Real Producer 8.5	Yes	Yes
Flash 5	Yes	Yes	Scion Image 4	No	Yes
Generator 2 module in Flash 5	Yes	Yes	Sound Forge XP 4.5	No	Yes
GoLive 5	Yes	Yes	Sound Edit 16 2.07	Yes	No
Graphic Converter 4.0.2	Yes	No	Stuffit Expander 5.5	Yes	Yes
FreeHand 9	Yes	Yes	Toast 3.5.7	Yes	No
HyperStudio 3.3	Yes	No	Toast 4 Deluxe	Yes	No
HyperStudio Player 4	No	Yes	VoxBlast	Yes	Yes
Illustrator 9	Yes	Yes	WinZip	No	Yes
ImageReady 3	Yes	Yes	3D Studio Max 4.2	No	Yes

Multimedia lab hardware

Number	Type/OS/MHz/RAM
7 Multimedia development stations	Mac G4/OS9.2/450MHz/512MB
6 Multimedia development stations	Dell Precision 420/Win98/933MHz/512MB
1 Mac CD burner station	PowerMac 8600/OS8.6/300MHz/512MB
2 PC 3D modeling stations	Dell Precision 420/XP/800MHz/256MB
2 MacAurora Video stations	Mac G4/OS9.2/450MHz/512MB

Also available:

- 1 Mac Media 100 video capture and editing station with 22-inch flat panel cinema display monitor
- 2 VCRs (Mac)
- 3 color scanners
- 2 color plotters
- 1 b&w printer
- 1 film recorder

Appendix C: List of courses taught in the CIT lab

College of Communication

COM 314: Interactive Communication

RTF 318: Computer Assisted Media

College of Fine Arts

ART 354C Computer Art Media

College of Natural Sciences

BIO 110C: Conference Course on Scientific Research

GEO 371C: Multimedia Production for Natural Sciences

GEO 389P: Digital Methods in Paleontology

GEO 398K: Paleontologic Nomenclature and Techniques

College of Liberal Arts

E 388M: Multimedia Web Site Design and Development

GER 397P: Electrifying Pedagogy: Teaching Foreign Languages in a Digital Age

GOV 358: Introduction to Public Policy

TLC 331: From Multimedia to Interactive Media

TLC 331: Visual Design and the Web

Graduate School of Library Information Sciences

LIS 385T6: Visual Design and the Digital Medium

College of Education

EDC 385G: Introduction to Interactive Media

EDP 369K: Life History Documentary Approach to Inquiry - Honors

Appendix D: Itemization of requested lab equipment

Appendix E: Staff funded by ITAC

2001–2002 total CIT staff — 22

2001–2002 FTE staff funded w/ ITAC funds — 20

2001–2002 FTE staff funded from ongoing funds — 2

2001–2002 Total FTE tech staff — 21

2001–2002 Total compensation expense for tech staff — \$1,234,367