

Graduate School of Library and Information Science
Information Technology Vision Plan FY 2002-2003

February 8, 2002

Submitted by: Andrew P. Dillon, Dean

Prepared by GSLIS IT Services Staff:

Jay Forbes, Lab and Web Manager

Mary Lynn Rice-Lively, Assistant Dean

Quinn Stewart, Information Analyst

Shane Williams, Systems Administrator

Executive Summary

The field of Library and Information Science (LIS) is undergoing a revolution as a result of the impact of information technology. Schools that embrace these developments will take the lead in shaping the information professions in the 21st century, while those that fail to do so will likely find themselves reduced to service-level certification units. GSLIS seeks to take the initiative in exploiting the capabilities of new technologies to reconstruct the LIS field and to place UT-Austin at the forefront of instruction in information studies, broadly construed. The cost of such ambitions is high in terms of IT requirements. However, the cost of failing to move in this direction is far higher for the School and the University.

The FY 2002-2003 Vision Plan describes 5 IT projects and plans for essential infrastructure improvements to enhance GSLIS teaching and learning.

- The first project group addresses IT enhancements in the physical and virtual classrooms. These projects include the installation of semi-permanent teaching consoles in three additional classroom/seminar spaces, the use of desktop over IP video-conferencing, and student/faculty check-out of PDAs and handheld scanners (**\$62,903**).
- The second project group includes collaborative projects that include participation in the creation of a campus-wide digital asset management system, conversion of audio and video files for the Texas Legacy Project, and acquisition of multimedia tools for a class-related oral history project to document the evolution of a Native American literacy movement managed in GSLIS in collaboration with the American Indian Library Association (**\$43,800**).

Finally, the plan concludes with a request for sustained funding from ITAC for infrastructure maintenance and enhancements (**\$31,500**) and to support critical personnel expenses (**\$93,500**). The FY 2002-2003 GSLIS Vision Plan request totals **\$231,703**.

IT Expenditures

GSLIS draws from four different accounts to purchase IT hardware and software, and for support services (personnel, teleconferencing studio rental, etc.) Three of these funds are supported from local fee accounts: GSLIS Instructional Technology Fees, IT Vision Funds, and the GSLIS Distance Education Fee. Faculty and staff IT equipment is purchased new using State Special Equipment funds or grant funds. Normally, the only time GSLIS staff members receive *newer* computing equipment is a result of cascading student lab equipment upon completion of equipment upgrades. Faculty machines are upgraded in part as a result of cascades and the Faculty Computing Lifecycle Initiatives. During Fiscal Year 2000-2001 no external grant funds were used to purchase computing technology. A brief, general summary of FY 2000-2001 GSLIS IT expenditures follows.

Fiscal Year 2000-2001 IT Expenditures

19-4210-30XX - Instructional Tech Fees

Personnel	\$ 84,895
Miscellaneous	<u>963</u>
TOTAL	\$85,858

19-9711-00XX – IT Vision Funds

Personnel	\$26,854
Hardware	29,988
Software	4,734
Student Portal Tax	3,000
Miscellaneous	<u>14,706</u>
TOTAL	\$79,282

19-4210-31XX – Distance Learning Fee

Personnel	\$4,029
Course expenses	<u>14,848</u>
TOTAL	\$18,877

20-4299-2080 – Unallocated Special Equipment

Hardware	\$6,581
Telecom	<u>1,579</u>
TOTAL	\$8,610

EXPENDITURES GRAND TOTAL **\$192,627**

Fiscal Year 2001-2002 IT Expenditures (To Date)

IT Vision Funds (19-9711-00XX)

Hardware	\$76,747
Software	6,284
Miscellaneous	<u>3,610</u>
TOTAL	86,641

Instructional Technology Fees (19-4210-30XX)

Hardware	0
Software	0
Miscellaneous	743
Personnel	<u>91,615</u>
TOTAL	\$92,358

Unallocated Special Equipment (20-4299-2080)

Hardware	\$6,566
Software	846
Miscellaneous	<u>11,794</u>
TOTAL	\$19,206

IT Projects for Fiscal Year 2002-2003

CLASSROOMS: PHYSICAL AND VIRTUAL

1. Teaching Consoles in Physical Classrooms

GSLIS has 3 dedicated classrooms. In recent years, most of these classes require the use of a computer/projection teaching station. To date only one GSLIS classroom has a permanent multimedia teaching station (SZB 546). For the other classes, IT lab staff must deliver and set up the teaching stations. This project would purchase three (3) semi-permanent teaching consoles that would each include access to PC and Macintosh computers, a projection device, video-cassette player, speakers, and document camera.

Computers (3 ea. @\$3,000)	\$ 9,000
Projectors – including installation (3 ea. @\$7,000)	21,000
Elmo document display systems (3 ea. @\$2,500)	7,500
VCRs (3 each @\$750)	1,500
Furniture (3 each @\$1,000)	<u>3,000</u>
TOTAL	\$42,000

2. Portable Desktop Conferencing Systems for Virtual Classroom

For the past 10 years GSLIS has supported delivery of its Master's program to students in the El Paso and San Antonio areas. To date GSLIS has relied on the use of interactive video teleconferencing for delivery of distance learning classes unsuitable for exclusive Web-based delivery. As of January 7th, 2002 the charges levied by the UT-SA teleconferencing services has increased 70% thus making impossible for the School to recover the costs of delivery of courses through this medium. Additionally, GSLIS must pay technician fees for use of the UT-Austin's College of Education's distance education studio. We have found a relatively inexpensive alternative: to offer video conferencing for distance learning. We will implement the use of a desktop conferencing system for use over Ethernet IP lines with TeraGlobal software. Three portable systems will be assembled, two of which will be housed in designated classrooms in El Paso and San Antonio.

Powerbooks (3 each @\$2,200)	\$6,600
TeraGlobal conferencing licenses (4 each @\$499)	1,996
Projectors (2 each @\$2,000)	4,000
Camera kits (3 each @\$289)	<u>867</u>
TOTAL	\$13,463

3. PDA and Handheld Scanners for Library Research

With the implementation and expansion of secure wireless network access around the campus, LIS students conducting research in the "physical" libraries need access to lightweight portable devices for research purposes. The GSLIS IT Lab already has several laptop computers and other equipment for GSLIS student checkout. The addition of Compaq iPaq's (or equivalent) and compatible handheld scanners for student checkout would not only give students convenient access to the Web, etc., but also expose them to the pro's and con's of PDA computing.

Handheld device (8 each @\$500)	\$4,000
Wireless PCMCIA card (8 each @\$130)	1,040
iPaq wireless card sleeve (8 each @\$50)	400
Handheld text scanners (8 each @\$250)	<u>2,000</u>

COLLABORATIVE PROJECTS

4. Digital Asset Management Collaborations

Members of the GSLIS faculty and IT staff have joined others on campus in forming a Digital Asset Management Committee to discuss and plan a campus-digital asset management system. Such a system would provide organizational structure, storage, and standards for digitizing a number of multimedia collections across the campus (i.e., architectural drawings, sound and video recordings used for instruction, photographs and manuscripts, etc.)

At GSLIS numerous collaborative projects are works in progress at the time of this report. The recent creation of the Center for the Cultural Record unites the GSLIS' Preservation and Conservation studies, Archival studies, and Museum studies programs under one programming umbrella. Discussions with ABAMedia have ensued with a commitment to joint fundraising to create the World Archives Online, building on ABAMedia's work on the Russian Archives online. The long-term goal is to contribute to the

An initial project has begun with the **Texas Legacy Project**, a collaborative effort between GSLIS and the Conservation History Association of Texas (CHAT). CHAT has created a collection that documents the contributions of veteran conservationists in Texas to protect the state's natural resources and public health. The collection includes 166 hours of mini-DV interviews, 40 hours of hi-8 interviews, as well as roughly 5,000 pages of word-for-word transcripts. The project will include: analog to digital conversion of the materials; creation of a more sophisticated database with an indexing system; creation of streaming audio and video files; design of Web pages, etc. Three classes (LIS 312, Information in Cyberspace, 382L.15, Design, Production and Presentation of Information, and 382L.13, Advanced Multimedia Design) will contribute student and instructional expertise to the project. We anticipate additional partnerships with the UT Center for American History through the use of "copyright clear" documents for digitization and further development of the collection. The resources listed below will provide students access to a mini-workstation for video reformatting

Dell 2500 server	\$5,000
Digital Video Reformatting Station	5,000
MiniDV VCR	<u>1,000</u>
TOTAL	\$11,000

5. **Audio Preservation Project.** In the Spring of 2002, GSLIS and the Curator of the Historical Music Recordings Collection for the UT General Libraries, Karl Miller, began teaching a class called "Basics of Audio Preservation and Reformatting." Due to the increasing demand for these types of services in the LIS profession, GSLIS would like to expand our computer lab to support student workstations suitable for audio preservation and reformatting work.

Mac workstations with necessary hardware and software (2 each @ \$5,500)	\$9,000
PC workstations with necessary hardware and software (2 each @ \$4,250)	<u>8,500</u>
TOTAL	\$17,500

6. Oral History Project

In 1999 Dr. Lorie Roy, Professor in LIS, and her student colleagues in cooperation with the American Indian Library Association founded the "If I Can Read I Can Do Anything" program. The program aims to assist Indian communities improve literacy

skills while preserving Native American identity through a transferable model of a year-long reading promotion program. The project currently includes 12 Indian schools from 7 U.S. states. The Oral History Project would be conducted as a faculty-sponsored group independent study for GSLIS Master's students interested in gaining experience in qualitative and oral history information gathering techniques. The researchers would present the results of the study at a national conference and seek publication in a peer-reviewed journal. To date this project has not been documented for other scholars. The equipment requested below will facilitate student and faculty data collection and assimilation, as well as produce an archive of "born digital" interviews for data analysis.

PC laptop (6 each @\$2,200)	\$ 13,200
Digital audio recorders (6 each @\$2,000)	12,000
Qualitative research analysis software	<u>300</u>
TOTAL	\$15,300

GSLIS EQUIPMENT

7. Upgrade and enhance network infrastructure

GSLIS' various servers are located in several different places in the GSLIS space. None of these locations provide the ventilation, security, and access necessary to guarantee reliable and secure services. Furthermore, the expanding access to a wireless network to students and faculty of the PCS program will greatly enhance access to online and computer-based information resources. The PCS program is located in the Collection Deposits Library approximately 1/4 mile from the main GSLIS quarters in the Sánchez Building.

Replace network security server	\$7,000
Install wireless access in CDL for PCS	2,500
Contribute to purchase of switch upgrade in Edu	4,000
Building server closet	<u>5,000</u>
TOTAL	\$18,500

8. Improve availability of multimedia equipment for class projects and student checkout

Many courses require students to complete class projects using digital multimedia production tools. The GSLIS IT Lab has provided a number of digital still and video cameras for checkout by students. Of late, however, there has been an increase in the demand for these items, necessitating the purchase of additional items. Additionally, the file size for the production of these projects requires creation of new backup and storage options for students.

Digital still cameras (4 each @\$900)	\$3,600
Digital video cameras (4 each @\$500)	2,000
Storage device	7,000
Smart card devices	<u>1,000</u>
TOTAL	\$13,000

GSLIS IT SERVICES PERSONNEL

The increased use and complexity of IT resources (hardware, software, media, telecommunications, etc.) in the delivery of LIS instruction, study and research have made increased demand for expertise through service, support, and instruction of all IT Services staff. Over the past 10 years the IT staff has grown from one full-time "librarian" position and a part-time student Lab staff to three full-time positions and student Lab staff. The implementation of the GSLIS IT fee and annual, generous allocations from ITAC fees have enabled the School to more or less keep up with increased demands for IT services.

9. Continue to provide financial incentive for full-time IT staff and incorporate a portion of the Lab staff salaries in IT funds.

GSLIS full-time IT services personnel, happily, has remained stable during the last three years. With this stability has come an exceptionally high level of service and IT support for GSLIS faculty, staff, and students. Provision of continued meritorious salary and cost-of-living increases, however, primarily have fallen on the two IT accounts. The level of faculty and staff demand for IT support continues to increase as the School offers more technically oriented course, increases instruction on technology usability demanding access to the fastest possible network and computers, and the latest versions of software applications. In spite of the increased demand for IT staff support, the percentage of funding from the School's classified staff salary line for IT staff continues to decrease. As a result, GSLIS has become dependent upon IT Fees and IT Vision funds for over 78% of the funding for full-time IT staff. These positions include: GSLIS Systems Administrator, IT Lab Technical Manager and Web Manager, and an Information Analyst who focuses on the use of new media in teaching and learning in the physical and virtual classrooms. To sustain merit and salary increases during the next fiscal year **\$43,500** is requested for full-time support salaries.

10. IT Lab Student Staff

The GSLIS computer lab (SZB 451) provides students networked access to new PC and Macintosh computers for individual and group computing production. Lab staff consistently have received recognition from students and faculty within and from outside of the School for their high level of service and support for the IT needs of the GSLIS program. To date, the majority of these staff has been appointed as Teaching Assistants. The GSLIS IT Lab is a "teaching laboratory" with a mission and with responsibilities inextricably linked to GSLIS instruction. Teaching Assistants are appointed from State Instructional funds, with Student Associate staff appointed for special projects. Because of plans to increase the number of tenure-track faculty appointments in the coming academic year, IT services has been requested to decrease the number of TA appointments and to seek permission from the UT administration to appoint GRAs or TA from IT funds. (State requirements for the use of state and local funds previously have restricted this particular use of IT funds.) Pending administrative approval, during the 2002-2003 academic year, one-half of the Lab student appointments will be made using IT funds. An additional **\$50,000** will be required to support this new line of staff funding.