



HARRY RANSOM
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

Information Technology Vision Plan 2005-2006

SUMMARY OF REQUESTS

To provide enhanced classroom IT support and to digitize collection materials in support of classroom instruction and student research, the Ransom Center requests funding in the amount of \$59,368 for one IT staff position and for an additional notebook, data projector, and TV/DVD to support simultaneous use of equipment in two classrooms.

OVERVIEW OF CURRENT IT PROGRAMS AND INFRASTRUCTURE

Vision/Mission/Goals of Unit

The mission of the Technology Services Unit of the Harry Ransom Center is to provide skillful and effective technical support for all of the Center's programs and services, including:

- Acquisition of cultural materials for the purposes of scholarship and education
- Preservation of and access to creations of cultural heritage through cataloging, conservation and collection management
- Support of research through public services, symposia, publications and fellowships
- Provision of education and enrichment for students, scholars and the public through classroom support, exhibitions, public performances and lectures.

Ransom Center Support of Classroom Instruction and Scholarship

The Ransom Center supports classroom instruction and access to resources for UT scholars through its research materials and services. The Center plays an integral role in education UT students, primarily in the colleges of Liberal Arts and Fine Arts, by providing access to primary source materials and support resources for these fields. While the Center supports research by UT students and scholars from all academic division, it is particularly engaged in support of

academic programs in English, French and Italian, American Studies, Plan II, Liberal Arts Honors, Photojournalism, Radio-Television-Film, Theater and Dance, Music, and the School of Information. The Center also provides one-year internships that are available to UT students from all fields of study.

Information Technology is fundamental to the Ransom Center's services to UT students and scholars. Access to research and instructional resources is provided through the Center's web site, UT Library Online, UTopia, and in-house databases. Unique research materials available only on site are made accessible to UT scholars on a 24/7 basis through digitization. Unique materials that are completely inaccessible for classroom and research use due to fragility or value (such as the Gutenberg Bible) are made accessible through digitization. Ransom Center IT staff provide technical support for UT classes held in Ransom Center classrooms (see list of classroom use, attached).

IT Programs

Technical support

Functions performed by technology staff in support of 111 staff & 218 pieces of technology equipment include:

- Troubleshoot hardware, software, and networking issues
- Install, and maintain hardware and software
- Train staff in use of hardware and software
- Enable and support wired and wireless network

Web site

Functions performed by web staff include:

- Maintain web site
- Format content for the web site
- Edit existing web content
- Design and compile kiosk content
- Write software to enable web-based databases

Databases

Functions performed by database staff include:

- Support current databases
- Transfer databases from old software to new software
- Create new information systems
- Work with staff with all database issues

Audio/visual event & classroom support

Functions performed by Technology Services staff include:

- Videotaping activities, including production of dvd/vhs products of the taping event
- Technology support in the theater (lights, sound, computers, display)
- Provide equipment & support for classes, presentations, events

Digitization

Functions performed by digitization staff:

- Digibook scanning and processing
- Slide scanning
- Video transfer to digital media
- Audio transfer to digital media

Administration

Functions performed:

- Manage & coordinate technology functions throughout the organization; write reports; maintain statistics
- Analyze & determine hardware, software, networking & media needs
- Order, install and maintain hardware & software & supervise staff in same
- Maintain computer accounts (administrative computing, remote access, email, system)
- Maintain web pages & supervise staff in same (upload, format & correct files; run statistics and diagnostics)
- Communicate with other UT departments on technology issues (ITS, UT Network Information Center, University Libraries)
- Serve on campus technology committees
- Interact with patrons, vendors & external service bureaus
- Train, supervise, & manage Web Master, Information Analysts, Librarian, Media Specialist, work study students, graduate students; train staff and HRC guests in use of computers, networking, systems and accounts
- Continually upgrade knowledge and maintain awareness of developments and trends in technology

Infrastructure

Computers:

166 desktop/laptop, 90 MAC OS and 76 WIN OS
2 storage systems, 1 MAC and 1 WIN

Other:

50 devices, including networked printers, scanning devices, projectors, TVs, VCRs, DVD players.

Network:

200 data nodes
7 wireless routers

Current and proposed funding sources for IT programs and infrastructure

Current funding sources. Funding for all Ransom Center IT staff salaries is from the Ransom Center regular budget. Hardware, software and networking expenses are funded in part by the Ransom Center regular budget and in part by endowment income. Hardware and software specific to grant-funded projects is generally funded by the grant.

Proposed funding sources. In addition to the sources listed above, the Ransom Center hopes to generate some additional IT income through corporate sponsorships of programs and web pages and to secure funding from the Information Technology fee for classroom IT support and for digitization of collection materials in support of classroom instruction.

Best practices

David Douglas Duncan web publication

Draft version, pending final editing and completion of copyright permissions.

The final version will have a different URL.

<http://www.hrc.utexas.edu/exhibitions/online/ddd5>

This web publication is designed to satisfy multiple audiences, including students of photography, photojournalism, history, and related fields. This web publication will be used as a core text for a Humanities Honors class in fall 2005.

Woodward & Bernstein Watergate Papers web site

This web site is under development and will be open to the public on February 3, 2005. This web site will be used as a core text for a Humanities Honors class in spring 2005, and the class professor is working with the Ransom Center Curator and Web Master to develop the web site content.

USE OF PREVIOUS ACADEMIC YEAR ALLOCATIONS

The Harry Ransom Center has not previously received ITAC allocations.

NEEDS AND PROPOSED USE OF FUNDS

To support the following programs and one-time projects, the Ransom Center requests funding for one IT staff position and for the following equipment:

Information Analyst	\$39,000
Fringe benefits @ 35.46%	\$13,810
Equipment	<u>\$ 6,558</u>
TOTAL	\$59,368

Programs

- Provide technical support for use of Ransom Center classrooms
2005-06 objective: acquire additional notebook, data projector, and TV/DVD to support simultaneous use of equipment in two classrooms
- Provide access for UT students and scholars to currently-inaccessible unique or fragile research materials, particularly those needed to support classroom instruction, through digitization.
2005-06 objective: create digital surrogates of a selection of currently-inaccessible books, manuscripts and work of art

Infrastructure

Equipment and furniture for Information Analyst:

Workstation: Dell Optiplex SX280	\$1,214.89
Adjustable table	\$ 225.00
Adjustable chair	\$ 129.84

Equipment for classroom IT support:

Notebook/ data projector:	
Dell Latitude D505	\$1,614.44
Epson PowerLite 740c	\$2,624.00
TV/DVD: Sony 32"	\$ 599.99

Samsung DVD/VCR	\$ 149.99

Equipment TOTAL	\$6,558.15

One-time projects

- Enhance research value to UT scholars for archival finding aids currently on the Center's web site through the addition of digital images of the author, a handwriting sample, and a copy of the author's autograph.

Sample:

Isaac Bashevis Singer

<http://www.hrs.utexas.edu/research/fa/singer.hp.html>

Enhance research and instructional value of selected finding aids with a selection of digital images of collection materials in the archive.

Sample:

Ferdinand Forzinetti, 1839-1909

Collection of Alfred Dreyfus and the Dreyfus Affair, 1894-1947

<http://www.hrc.utexas.edu/research/fa/forzinetti.html>

- Provide a curricular component for teaching UT students the works of Samuel Beckett by creating a bi-lingual (English and French) online exhibition based on the Center's Beckett book and manuscript holdings that will present a multimedia history of Beckett's life, work, reputation and influence. A planned interactive feature will allow viewers to contribute their own reactions to Beckett's writings.

Attachments

- Use of Ransom Center Classrooms by UT Austin Classes
- Use of Ransom Center theater by UT Austin Classes
- Faculty letters of support for Ransom Center's ITAC request

**Harry Ransom Center
Use of Classrooms
by
University of Texas at Austin Classes**

Classes held entirely in Ransom Center classrooms:

Sample year: 2004:

Don Davis	Rare Books and Special Collections (School of Information)
Consuela Metzger	History of Printing (School of Information)
Janine Barchas	Graphic Design and the Literary Text (English Dept.)
Robert Dawson	18th Century French Epistolarity (Dept. of French and Italian)
Lorenzo Candelaria	The Physical Study of Manuscript Sources (School of Music)
Michael Winship	Introduction to Bibliography (English Dept.)
J.B. Colson	Seminar in Photographic Criticism (Journalism Dept.)

Classes in which one or more sessions are held in Ransom Center classrooms:

Sample month: September 2004

Maria Wells	Introduction to Italian Culture (French & Italian)
Jerome Bump	Senior Seminars (English Dept.)

Kristen Hogan	Seminars (English Dept.)
Ian Manners	Frontiers in Geography (Geography Dept.)
Seth Wolitz	Graduate seminar on European Modernism (Dept. of French and Italian)
Karen Pavelka	Historic Photographic Processes (School of Information)
Steve Harrigan	A Writer's Life (Michener Center for Writers)
Andrew Dell'Antonio	Foundation of Musicology (School of Music)
Lynn Miller	Performing Autobiography (Theater and Dance)
Susanne Hafner	Medieval Survey (Dept. of Germanic Studies)
Judy Coffin	Gender History and Theory (Dept. of History)
Jill Dolan	Research Methods (Theater and Dance)
Carol MacKay	Victorian Men Image/Imagine Victorian Women (Dept. of English)

**Harry Ransom Center
Use of Theater
For or by
University of Texas at Austin Students
October 2003-November 2004**

October 2003

Oct. 27th Connexus
Oct. 28th Connexus

November 2003

Nov. 4th Connexus
Nov. 10th Connexus
Nov. 17th "Burgess Celebration"

December 2003

Dec. 7th Phi Beta Kappa Graduation

February 2004

Feb. 5th Performance "Transparancies"
Feb. 18th Phi Beta Kappa Lecture

March 2004

Mar. 25th "Women, Gender, and Literature" conference

April 2004

Apr. 10th "The Cherry Orchard" - student scene performances

May 2004

May 5th "Music of James Joyce" - student performance
May 19th Student film screening

June 2004

Jun. 12th Plan II lecture

August 2004

Aug. 16th Graduate English student welcome program
Aug. 15th Actors from the London Stage performance

September 2004

Sep. 17 th	Actors from the London Stage performance
October 2004	
Oct. 12 th	Connexus
Oct. 28 th	Architecture Dept. presentation to students
November 2004	
Nov. 4 th	Architecture Dept. presentation to students Connexus