



HARRY RANSOM
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

**Information Technology Vision Plan
2009-2010**

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 \$64,209 (P) for one IT staff position and two part-time student technicians.

NEEDS AND PROPOSED USE OF FUNDS

Infrastructure

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 \$64,209 (P) for one IT staff position and two part-time student technicians:

Computer Programmer	\$34,968
Fringe benefits @ 30.00%	\$10,490
 Student Technicians	
2 @ \$12.00/hr X 15 hrs/week X 48 weeks	\$17,280
Fringe benefits @ 8.51%	\$ 1,471

TOTAL	\$64,209

The Ransom Center’s previous year allocation of \$20,000, incorrectly classified as “One-time Project Allocation”, precisely fits the ITAC definition of “Infrastructure”: “Schools/colleges/administrative units can expect to receive the same Infrastructure funding they received the previous year; these funds are normally used for recurring costs such as personnel. . .”. 100% of the Center’s 2008-09 ITAC allocation is applied to the recurring

salary of an IT staff position engaged in providing enhanced classroom IT support and in digitizing collection materials in support of classroom instruction and student research; the balance of this cost is covered by the Ransom Center budget. While ITAC funding in the amount of \$20,000 covers only one-third of the recurring personnel costs for classroom and student instruction support, this recurring funding is critical to the Center's ability to respond to ever-increasing demand.

The current Ransom Center IT staffing level relative to demand for classroom support is only marginally adequate, both in terms of volume of demand and in terms of simultaneous needs for IT support in multiple classrooms. Classes are scheduled at various times in classrooms throughout the day between 8:00 a.m. - 5:00 p.m. M-F, and the current IT positions are frequently hard pressed to accommodate the steadily-growing demand both for classroom IT support and for digitization of collection materials for class use, both on- and off-site. The Ransom Center provides ongoing support for the updated core curriculum and to the new Signature Courses in particular. Ransom Center classroom support in 2008 is detailed in an appendix.

All ITAC funding will be applied to the salaries of Ransom Center IT positions engaged in classroom support. The full-time Computer Programmer will work to accommodate the volume of demand for support of classroom technology as well as act as a liaison with staff and faculty in the planning and implementation of classroom presentations. This will include providing digitization and preservation of Ransom Center material for classroom presentations as well as supervision of the Student Technicians. The Student Technicians will also support the IT needs of classes, and will provide digitization and preservation of Ransom Center materials both for classroom presentations and for off-site instructional and research use.

OVERVIEW OF CURRENT IT PROGRAMS AND INFRASTRUCTURE

Vision/Mission/Goals of Unit

The central mission of the Ransom Center is to advance the study of the arts and humanities. To this end, the Center:

- Acquires original cultural material for the purposes of scholarship, education, and delight
- Preserves and makes accessible these creations of our cultural heritage through the highest standards of cataloging, conservation, and collection management
- Supports research through public services, symposia, publications, and fellowships
- Provides education and enrichment for scholars, students, and the public at large through exhibitions, public performances, and lectures

IT Organization

The role of Technology and Digital Services is to provide superior technical support for all functions and services of the Ransom Center. This IT group works with the Ransom Center Administration to determine budgets and priorities. The Center's IT organization detail is included as an appendix to this proposal.

Infrastructure

- 2 IT equipped classrooms
- Laptops, projectors, and screens available for use in non-IT equipped classrooms
- 175 CPUs, 15 laptops, 3 servers, 10 networking switches.
- We adhere to the security guidelines set forth by the University's Information Security Office (ISO)

Current and proposed funding sources for IT programs and infrastructure

Current funding sources. Funding for most permanent Ransom Center IT staff salaries is from the Ransom Center regular budget. Partial funding for one full-time IT position is from our 2008-09 ITAC allocation of \$20,000. Funding for a half-time Technology Intern (graduate student) is from private gift funds. Funding for some of the part-time temporary student positions engaged in scanning activities is generated by the Photographic Revolving 19- account. 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; to secure endowment funding for the Technology Internship position; and to secure additional ITAC funding for classroom IT support and for digitization of collection materials in support of classroom instruction.

Best Practices

In 2008 the Ransom Center upgraded its primary IT staff position engaged in classroom IT support from a half-time Computer Programmer/Services Assistant to a full-time Computer Programmer, with expanded responsibility for providing all aspects of classroom support and digitization of materials for classroom instruction and student research, and for supervising student staff in these services.

The Ransom Center's IT group continues to apply and refine a variety of practices to ensure quality service with insufficient staffing, including:

- Cross training of all technical activities to ensure constant coverage of all areas
- Standardization of hardware, software, and networking to make technical support less cumbersome
- Established workflows to provide continuity of activity and production
- Use of student workers in non-professional activities saves significantly in funding

USE OF PREVIOUS ACADEMIC YEAR ALLOCATIONS

Infrastructure

As noted above, the Ransom Center's previous year allocation of \$20,000, incorrectly classified as "One-time Project Allocation", precisely fits the ITAC definition of "Infrastructure": *"Schools/colleges/administrative units can expect to receive the same Infrastructure funding they received the previous year; these funds are normally used for recurring costs such as personnel. . ."*. 100% of the Center's 2008-09 ITAC allocation is applied to the recurring salary of an IT staff position engaged in providing enhanced classroom IT support and in digitizing collection materials in support of classroom instruction and student research; the balance of this cost is covered by the Ransom Center budget. While ITAC funding in the amount of \$20,000 covers only one-third of the recurring personnel costs for classroom and student instruction support, this recurring funding is critical to the Center's ability to respond to current, ever-increasing demand.

In 2008 the Ransom Center upgraded its primary IT staff position engaged in classroom IT support from a Computer Programmer/Services Assistant to a Computer Programmer, with expanded responsibility for providing, and supervising student staff in, all aspects of classroom support and digitization of materials for classroom instruction and student research. The Ransom Center's 2008-09 allocation of \$20,000 has been applied entirely to the salary of this Computer Programmer position. The remainder of the Computer Programmer's salary, as well as the wages for two Student Technicians, is covered by the Ransom Center's budget.

APPENDICES

- Ransom Center Classroom Use
- Ransom Center Theater Use for Academic and Education Programs

- Ransom Center IT Organizational Detail



HARRY RANSOM
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

**Use of Classrooms
By University of Texas at Austin Classes**

Classes held entirely in Ransom Center classrooms, 2008:

Janine Barchas	Graphic Design & Literary Text (English)
J.B. Colson	Seminar in Photographic Criticism (Journalism)
Marianne Fulton	History of Photography (Journalism)
Coleman Hutchison	19 th Century Poetry & the Poetics of the Page (English)
Michael Laird	Rare Books & Special Collections (School of Information)
Michael Laird	Studies in the Book Arts (English)
James Loehlin	Modern British Drama (English)
Consuela Metzger	History of the Book (School of Information)
Julia Mickenberg	Main Currents in American Culture (American Studies)
Michael Winship	Introduction to Bibliography & Textual Studies (English)

Michael Winship

Producing American Literature
(English)

Michael Winship

Technologies of the Book
(English)



HARRY RANSOM
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

**Use of Classrooms
By University of Texas at Austin Classes**

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

Sample Month: October 2008

James Barcus (Baylor University)	Bibliography & Research (English)
Denise Baxter (Univ. North Texas)	19 th Century British Photography (Visual Arts and Drawing)
Mirka Benes	Landscape Architecture (Architecture)
Danielle Bini and Maria Wells	Introduction to Italian Literature, 18 th Century to the Present (French and Italian)
Mary Blockley	Renaissance English (English)
Randy Bomer	Education & Democracy (Curriculum and Instruction)
Paul Bonin	Supervised Teaching in Theatre and Dance (Theatre and Dance)
Mary Brantl (St. Edwards Univ.)	Portraiture (Fine Arts)
Jerome Bump	Composition & World Literature

	(English)
James Cox	American Indian Writers & Indigenous Mexico (English)
Sandra Fernandez	Relief Prints & Books (Fine Arts)
Nine Francois (ACC)	Expressive Photography (Fine Arts)
Laurie Green	Women, Gender, & Sexuality in Postwar America (History)
Kenneth Hale	Works on Paper (Fine Arts)
Peter Hall	Core in Design (Art and Art History)
Mark Hama (Angelo State Univ.)	Great Works in the Age of Satire (English)
Molly Hardy	Johnson, Boswell, Piozzi (English)
Susan Mickey	Design Skills Costume (Theatre & Dance)
Lisa Moore	Introduction to Feminist Research Materials (English/Women and Gender Studies)
Luisa Nardini	Advanced Studies in the History of Music, Medieval (Music)
Eli Reed	Advanced Photography (Journalism)
Eli Reed	Advanced Projects in Photography (Journalism)
Elizabeth Richmond-Garza	The Art of the Uncanny (English)

Elizabeth Richmond-Garza

The Vampire in Imperial Culture
(English)

Adam Schreiber

Beginning Photography
(Art and Art History)



HARRY RANSOM
CENTER

THE UNIVERSITY OF TEXAS AT AUSTIN

**Use of Theater
For
Academic and Educational Programs
2008**

February

- 02/07 Robert Darnton on Libel in 18th C. France
- 02/19 Architecture Presents, "Books and Buildings"
- 02/28 Panel on Jess

March

- 03/04 Panel on Medieval Bibles
- 03/06 Phil Ford on "Hearing Private History"
- 03/19 Shakespeare in our Time
- 03/20 Ann Charters, Celebrating *On The Road*
- 03/25 Heman Sweatt Symposium Keynote

April

- 04/03 David Rubin on "California Beats"
- 04/04 Annual Book Arts Lecture
- 04/11 George Chauncey Lecture
- 04/15 Photography and Images of War
- 04/18 Ann Waldman, Poet
- 04/24 Douglas Brinkley, on Jack Kerouac's *America*

May

- 05/08 Donna De Cesare on "Destiny's Children"
- 05/19 Free Minds Graduation Ceremony
- 05/22 Mercedes de Uriate Lecture

June

- 06/05 Screening of *The Wild One*
- 06/19 Ricardo Ainslie on Civil War and Trauma in El Salvador
- 06/26 Screening of *Rebel Without a Cause*

July

- 07/18 LEAP Summer Institute
- 07/23 AP Teacher Summer Institute
- 07/24 Screening of *Look Back in Anger*

September

- 09/16 Live webcast interview with writer Phillip Roth
- 09/22 Screening of *Fahrenheit 451*

October

- 10/3 Business School Energy Presentation
- 10/9 Michael Charlesworth on "Drawing as Looking, Thinking, Touching"
- 10/10 School of Information Funding Presentation
- 10/13 Screening of *Possession*
- 10/29 French Photographer Frederic Brenner on the Jewish Diaspora
- 10/30 Author Andre Dubus III

November

- 11/6 Bernice Rose on "Drawing, A Review of Change"
- 11/7 Polish Film Society Screening
- 11/11 Bill Prosser on Beckett's Doodling
- 11/14-15 Flair Symposium on Writers, Archives and Institutions
- 11/17 Ira Nadel on Leon Uris
- 11/19 Author Jay Neugeboren
- 11/24 Screening of *The Lost Moment*

December

- 12/10 Performance of "A Child's Christmas in Wales"
- 12/15 Screening of *The Name of the Rose*



Ransom Center IT Organizational Detail

- Provide efficient and effective technical support for hardware, software, and networking issues for staff.
- Provide hardware, software, and networking support for non-staff building residents.
- Maintain and support ongoing enhancement of the website.
- Support current information systems, migrate data from old software to new software, and create new information systems.
- Provide technical support for events, including videotaping and webcasting, creating DVD products of events as needed; manage lights, sound, computers, and display in the theater; and providing equipment and support for classes, presentations, and events.
- Manage all digitization activities, including digital scanning and processing, slide scanning, and sound and moving image preservation transfer to digital media.
- Produce media in-house for the website and media outlets.
- Administer all technology-related activities, manage technology budget, write reports, maintain statistics, maintain computer accounts, interact with patrons, vendors, and external service bureaus, network with other UT departments on technology issues, and continually upgrade knowledge and maintain awareness of developments and trends in technology.