

# Murray State University College of Education Technology Plan

## Vision for Technology

Faculty, pre-service students, graduate students, administrators, and staff use state-of-the-art technology tools which encourage progressive administration, research-based teaching incorporating technology, active learning, continuous assessment and effective classroom management in order to facilitate the successful implementation of the College of Education's mission, goals and objectives.

## Mission for Technology

The technology mission of Murray State University College of Education is to incorporate technology into every aspect of the educational process, which will ensure life-long learning by

- Providing the technology tools necessary to implement the technology mission, goals, and objectives of the College of Education
- Providing electronic access to local and global information sources for faculty, students and staff
- Providing the comprehensive training and support to enable faculty and students to meet the mandates of the Kentucky New Teacher Standard IX, Kentucky Experienced Teacher Standard X and Kentucky Administrator Technology Standard as well as NCATE and other national and international standards
- Supporting the complete integration of technology into the teaching/learning environment
- Fostering creativity and competence that will promote self-esteem and diversity
- Encouraging and expanding communications through a strong learning community
- Ensuring accessibility and commitment to deal with current and future needs

## NCATE, National and State Standards

The technology goals defined in this technology plan must ensure that the mission of the College is addressed. It has been the determination of the College to ensure that the mission, goals and objectives reflect state and national standards as well as NCATE recommendations for successful implementation of technology into education programs. NCATE defines technology use as being "What candidates must know and understand about information technology in order to use it in working effectively with students and professional colleagues in the delivery, development, prescription, and assessment of instruction; problem solving; school and classroom administration; educational research; electronic information access and exchange; and personal and professional productivity." In order to implement state and national standards and meet the NCATE definition of technology use:

- Provisions must be made to keep adequate up-to-date hardware and software.
- Faculty must have the knowledge and skills to incorporate and model appropriate technology into teaching.
- Technical support and professional development must be available.
- Faculty and staff must assess and implement technologies that address continuous improvement processes.
- The College of Education must reward individuals for success, promote productive partnerships and encourage the development of learning communities.

## Goals

These state and national standards as well as NCATE recommendations have also been considered carefully in the design of this technology plan through goals, objectives, activities, and incentives.

Five goals have been identified to facilitate, promote, and meet the mission and vision of the College of Education.

**Goal 1: Create an educational culture composed of a community of learners where each individual believes s/he can learn anything, anytime and anywhere.**

**Goal 2: Create active learners who hold excellence as a standard and continuously think critically and strive for excellence in lifelong learning.**

**Goal 3: Seek to enhance faculty members' abilities to model instructional technology.**

**Goal 4: Develop a climate in which faculty and staff effectiveness and creativity are encouraged, valued and supported to promote productivity and ownership for student quality and success. Provide efficient and effective support and staff development for the total program.**

**Goal 5: Develop and strengthen productive partnerships for the College of Education that promote and support the technology initiatives that build stronger teachers.**

**Goal 1: Create an educational culture composed of a community of learners where each individual believes s/he can learn anything, anytime and anywhere.**

Strategies for Attainment:

- 1.1 Make technology available where learning occurs by placing technology in College of Education classrooms and labs.
- 1.2 Provide access to computers for faculty to use in the classrooms and at home to facilitate implementation.
- 1.3 Provide technological support for instruction.
- 1.4 Facilitate greater interaction and collaboration among faculty, pre-service, and in-service teachers.
- 1.5 Promote joint curriculum development, mentoring and collaboration and continuous improvement.
- 1.6 Promote and encourage teachers' professional growth and interaction with colleagues.

**Goal 2: Create active learners who hold excellence as a standard and continuously think critically and strive for excellence in lifelong learning.**

Strategies for Attainment:

- 2.1 Engage learners with technology as a means of support for learner excellence.
- 2.2 Implement technology across programs in a planned systemic manner.
- 2.3 Use technology to create learning environments in which students can:
  - Become lifelong learners
  - Experience new technologies in a global environment
  - Promote a positive environment that encourages innovation and problem solving
  - Become actively involved in learning
  - Be prepared for change
- 2.4 Insure that students meet the New/Experienced Teacher Technology Standard and Administrator Technology Standard by:
  - Modeling the use of technology in courses
  - Requiring that students use technology to complete assignments
  - Utilizing alternative assessments that incorporate technology
  - Submission of an electronic eligibility portfolio

**Goal 3: Seek to enhance faculty members' abilities to model instructional technology.**

Strategies for Attainment:

- 3.1 Analyze strengths and weaknesses of faculty based on the new Kentucky Teacher Technology Standard IX/Administrator Technology Standard.
- 3.2 Implement on-going staff development experiences to enable faculty to acquire and utilize the technology competencies mandated by Kentucky and national standards:
  - Provide online training resources
  - Provide immersion experiences
  - Provide a variety of training experiences
  - Provide mentors and facilitators to work with faculty
  - Provide professional development experiences needed to develop instructional technology competencies
- 3.3 Revise and post course syllabi, which include the inclusion of identified technology competencies.

**Goal 4: Develop a climate in which faculty and staff effectiveness and creativity are encouraged, valued and supported to promote productivity and ownership for student quality and success. Provide efficient and effective support and staff development for the total program.**

Strategies for Attainment:

- 4.1 Utilize technology to improve communication
- 4.2 Convert faculty and staff paper work to electronic processes that improve the efficiency of advising, reporting, monitoring, ordering, etc.
- 4.3 Implement appropriate data collection and retrieval strategies
- 4.4 Provide recognition, incentives, and rewards for faculty members who strive to learn and implement new technologies.

**Goal 5: Develop and strengthen productive partnerships for the College of Education that promote and support the technology initiatives that build stronger teachers.**

## COE TECHNOLOGY IMPLEMENTATION PLAN

**Goal 1:** The College of Education will create an educational culture composed of a community of learners where each individual believes s/he can learn anything, anytime and anywhere.

**Strategy 1:** Make technology available where learning occurs by placing technology in College of Education classrooms and labs.

**Provide a technology lab for College of Education students.**

Ongoing	Assess/Install instructional and tool software on a regular basis
Ongoing	Assess/Upgrade computer operating system/s on a regular basis
Annually (Beg.2003)	Review MSU Campus License Agreement
Annually	Review and revise lab policies and procedures
Annually	Purchase virus software upgrade for all College of Education computers
2002-2003	Install a security system
2003-2004	Investigate system that would collect data on lab use electronically
2004-2005	Update lab
2005-2006	Expand security system

**Provide technology in College of Education classrooms.**

Ongoing	Assess/Add instructional and tool software on a regular basis
Ongoing	Assess/Upgrade computer operating system/s on a regular basis
2002-2003	Purchase additional projection devices for faculty checkout for presentations/off-campus classroom use.
2002-2003	Purchase wireless keyboards and document cameras for all classrooms
2002-2003	Purchase combination vcr/dvd players for classrooms
2002-2003	Provide classroom set of PDAs to research and implement wireless devices in an instructional setting
2003-2004	Provide resources for MSU regional sites needed to accommodate development of electronic portfolios
2003-2004	Upgrade computers in classrooms
2003-2004	Upgrade computers in faculty labs
2005-2006, 2006-2007, 2008-2009	Upgrade laptops
2005-2006, 2007-2008	Upgrade projection devices
Annually	Upgrade televisions, overheads, misc technology including new tools, etc.

**Strategy 2:** Provide access to computers/technology for faculty to use in classrooms and at home to facilitate implementation.

**Place a modern, networked computer in every faculty member's office.**

Ongoing	Upgrade hardware and software on a regular basis (rotation target of three years)
2002-2003	Upgrade or replace computers to reach Pentium II or Macintosh equivalent
2002-2003	Add computers in on-campus offices for adjuncts, graduate assistants and off-campus faculty
2004-2005, 2007-2008	Upgrade/replace faculty desktops

**Provide laptops for faculty use in instruction, planning, and preparation. (COMPLETED)**

2003-2004	Distribute 5 additional laptops to faculty committed to use in instructional applications
2005-2006, 2006-2007	Upgrade/replace faculty laptops

**Provide PDAs as a tool for faculty for management and instruction.**

Ongoing	Assess/Implement wireless devices for instructional use
2002-2003	Provide projection capability for PDAs
2003-2004	Assess/Implement wireless access for PDAs
2003-2004	Provide PDAs for 5 additional faculty members committed to researching instructional implications of handheld computer technology
2005-2006	Upgrade/replace PDAs

**Provide digital cameras and digital video cameras for use in instruction.**

Ongoing	Assess/purchase/distribute multimedia hardware, cameras, etc. needed for faculty use
2006-2007	Upgrade/replace digital cameras and digital video cameras for faculty checkout for classroom use

**Investigate/implement strategies that facilitate access from homes/other off-campus sites.**

Ongoing	Promote utilization of Blackboard Course Development Tools for online delivery of courses and other web delivery tools
Ongoing	Promote utilization of Kentucky Virtual University/Kentucky Virtual Library
Ongoing (began in 2001)	Promote development of web pages to provide web-enhancement to COE courses using COEKATE server
Ongoing (Beg 2002)	Investigate alternative methods for high-speed internet access including Internet2.
2003-2004	Investigate/implement additional access strategies for off-campus programs

**Strategy 3: Provide technological support for instruction****Provide a technical support team.**

Ongoing	Service each computer in the College of Education biannually
Ongoing	Utilize resources of CTLT to facilitate technology infusion by COE faculty
Ongoing	Evaluate and revise maintenance and upgrade plan. (Purchase appropriate replacement parts, bulbs, etc. biannually.)
Annually	Implement a 3-5 year target for replacement/rotation for computers
Annually	Format and reinstall each computer (on a two-year rotation plan)

**Initiate and implement "Just-In-Time" assistance/procedures.**

Ongoing (Beg. Fall 2001)	Purchase additional drives as needed to store data
Ongoing; (Spring 2002)	Implement electronic inventory management of COE-installed software to ensure compliance with license agreements
2002-2003	Purchase a server for the College of Education to allow for student file storage, web pages, and data collection for the College of Education
2002-2003	Implement centralized backup procedure
2003-2004	Upgrade Exchange server
2003-2004	Implement data collection strategies to assess repair issues including identification of problematic hardware
2004-2005, 2007-2008	Add/upgrade drives (for server storage)
2004-2005	Replace/Upgrade web-page server
2007-2008	Replace/Upgrade student/faculty server

**Strategy 4: Facilitate greater interaction and collaboration among faculty, pre-service, and in-service teachers****Create the electronic network required to support the collaborative community.**

Ongoing (Beg 1995)	Create email groups for faculty, pre-service and in-service teachers
Ongoing (Beg 2000)	Create discussion threads on the web for faculty, pre-service and in-service teachers
2002-2003	Provide COE email accounts for all student teachers and for other COE students as requested by faculty
2003-2004	Revise file structure for faculty, staff and student files and assist with efficient use of new ordered structure
2003-2004	Investigate and implement appropriate network access for Macintosh users.

**Strategy 5: Promote joint curriculum development, mentoring and collaboration****Provide mentor/facilitators to work with university faculty**

Ongoing (Beg Fall 1999)	Assign KATE staff to work with faculty to build technology skills and to develop strategies to integrate technology into instruction
Ongoing (Beg 2002)	Provide stipends for faculty members to serve as peer mentors
2003-2004	Work with faculty mentors to design and implement a faculty mentor program that will function without grant funding. (Final stipends will be provided in 2003-2004.)

**Facilitate joint curriculum development including inclusion of technology**

Ongoing (Beg 2000)	Include mentoring and collaborative activities in faculty institutes
Ongoing (Beg 2001)	Provide program coordinators to align College of Education programs to technology standard indicators. (Last stipend has been paid from grant funds.)
Ongoing	Collaborate with public schools/teachers
2003-2004	Work with EPSB to align content area curriculum

**Strategy 6: Promote and encourage teachers' professional growth and collaboration with colleagues**

**Encourage faculty presentations and publication.**

Ongoing Beg. 2000	Encourage faculty presentations to COE colleagues
Ongoing Beg. 2001	Encourage faculty presentations during Scholars Week to campus-wide audiences
Ongoing Beg. 2001	Encourage faculty to submit materials for publication in journals and on the web
Ongoing Beg. 2001	Encourage faculty presentations at state, national, and world-wide conferences (KTLC)

**Review/Implement new instructional technologies**

Ongoing	Research/Implement appropriate instructional technologies
Ongoing	Research/Implement appropriate instructional technologies: Review streaming video, Internet2, and other high speed access solutions for off-campus access
2003-2004	Research/Implement active directory to allow easier assignment of network accounts and rights
2003-2004	Research/Implement classroom presentation solutions such as liquid plazma, etc.
2003-2004	Research emerging technologies such as tablet pcs.

**Goal 2: The College of Education will create active learners who hold excellence as a standard and continuously think critically and strive for excellence in lifelong learning.**

**Engage learners with technology as a means of support for learner excellence.**

Ongoing Beg. 1999	Provide e-mail accounts to College of Education students
Ongoing Beg. 2000	Utilize BlackBoard and other course development software to create and present education courses
Ongoing; Beg. Summer 2002	Provide resources to address learning needs for students preparing to meet General Academic Proficiency requirements for admission to Teacher Education
Ongoing Beg. 2003	Provide email accounts for all College of Education students
2002-2003	Implement a student data server to provide resources for student file storage, web pages and data collection for the College of Education
2003-2004	Implement a software preview-checkout center for COE faculty and students.

**Implement technology across programs in a planned systemic manner.**

Ongoing Beg. 2001	Create email accounts and distribution groups to enable information to flow and collaboration to occur
Ongoing Beg. Fall 2000-Sp2003	Provide immersion experiences for faculty to revise course syllabi to incorporate technology into instruction
Ongoing, Beg. 2001-2004	Assign Program Coordinators to collaborate with faculty to analyze and facilitate coordination of skills and knowledge across entire programs. (Last grant stipend has been paid.)
2003-2004	Work with faculty to develop and implement a plan for infusing development of electronic portfolio into courses.
2003-2004	Provide seminars for student teachers to assist with development of electronic portfolios.
2003-2004	Encourage Continuing Education to provide portfolio assistance for MSU regional-site students
2003-2004	Implement seminars for education students to assist with development of electronic portfolios
2003-2004	Train and utilize COE lab workers to provide software assistance for students and faculty for priority applications/tasks including electronic portfolios.
2003-2004	Work with ELC to plan and implement infusion of the Administrator Technology Standard into programs

**Insure that students meet the New/Experienced Teacher Technology and Administrator Technology Standard/s**

Ongoing Beg. 1999	Faculty model the use of technology in courses
Ongoing Beg. 2001	Require that students use technology to complete assignments
Ongoing Beg. 2001	Utilize alternative assessments that incorporate technology
Ongoing Beg. 2001	Require students to submit an electronic eligibility portfolio
2002, Fall	Work with KDE to implement COE Student Technology Leadership Program
2003-2004	Work with COE faculty to develop an implementation plan for infusing electronic portfolios into COE courses
2003-2004	Provide training for MSU regional-site faculty adjuncts at adjunct meetings
2003-2004	Work with ELC to plan and implement infusion of the Administrator Technology Standard into programs
2004-2005	Establish a COE Committee to review CSC199/COE technology requirements.

**Comment [b1]:** Adviser needs to be assigned to this program.

**Goal 3: The College of Education seeks to enhance faculty members' abilities to model instructional technology.**

**Strategy 1: Analyze strengths and weaknesses of faculty based on the new Kentucky Teacher Technology Standard IX/Kentucky Administrator Standard**

Ongoing Beg. 1999	Provide professional development based upon needs identified in the self assessment
Annually: Beg. 1999	Administer faculty selfassessment (online) using the Kentucky New Teacher Standard SelfAssessment document

**Comment [b2]:** I think we need to complete this year as a final indicator of grant progress. I would recommend that it be continued so professional development experiences can be designed based upon need.

**Strategy 2: Implement on-going staff development experiences to enable faculty to acquire and utilize the technology competencies mandated by Kentucky and national standards.**

Ongoing	Provide instructional software. Review and add additional software each year.
Ongoing	Provide instructional software in faculty training lab
Ongoing	Provide instructional resources in faculty training lab (Whiteboard, projection device, video editing tools)
Ongoing Beg. 2000	Provide a variety of training experiences (small group, large group, online, immersion—from a few minutes to an hour or more to half day and whole day and several days) Invite content area faculty educators, adjuncts and MSU regional -site faculty/adjuncts to professional development activities.
Ongoing Beg. 2000	Provide KATE staff mentors and facilitators to work with faculty. (Grant staff are no longer available. One full time person and partial load of two persons available for 2003-2004)
Ongoing Beg. 2001	Provide web-based training resources (Web site)
Ongoing Beg. 1999	Provide immersion training experiences (Faculty Institutes and Faculty Retreats—each semester)
2001, Spring, Fall; 2002, Spring	Provide faculty mentors to work with faculty on development of skills needed to meet the Teacher and Administrator Technology Standard/s and infusion of technology
2006-2007	Upgrade professional development lab

**Strategy 3: Review course syllabi showing the inclusion of identified technology competencies.**

Ongoing Beg 2001	Program coordinators collaborate with faculty to identify technology competencies and ensure that the competencies are infused throughout each program
Ongoing Beg 2001	All student teachers will submit an electronic eligibility portfolio

**Goal 4: Develop a climate in which faculty and staff effectiveness and creativity are encouraged, valued and supported to promote productivity and ownership for student quality and success. Provide efficient and effective support and staff development for the total program.**

**Strategy 1: Utilize technology to improve communication.**

Ongoing	Leadership of College utilize Outlook distribution lists to identify groups and communicate information/collaborate
Ongoing Beg. 2000	Post minutes of all College of Education committees, departments, etc. to web
Ongoing Beg. 2001	Provide all CAC agendas and minutes to entire College of Education faculty and staff by email
Ongoing Beg. 2002	Create Outlook distribution lists of student teacher cohorts. Teacher education staff and KATE staff communicate all information during student teaching utilizing electronic messaging capabilities
2003-2004	Investigate/implement desktop conferencing strategies
2003-2004, 2005-2006	Upgrade Exchange server

**Strategy 2: Convert faculty and staff paper work to electronic processes.**

Ongoing Beg. 2002	Review and convert forms used for data collection to electronic documents
Ongoing Beg. 2001	Utilize Outlook features (e.g., schedule resources, student workers, meetings, shared calendars, etc.)
Ongoing Beg. 2001	Utilize web for data collection, surveys, etc.
Ongoing Beg. 2001	Post COE documents to the College of Education web. (Add documents such as COE phone lists, general student training including AUP, etc.)
2003-2004	Provide training for secretarial staff to maximize use of resources and to facilitate communication.
2003-2004, 2007-2008	Upgrade staff, student worker/GA computers

**Strategy 3: Implement appropriate data collection and retrieval strategies.**

Ongoing Beg. 2001	Purchase additional snap drives to allow ample space for data collection
Ongoing Beg. 2002	Collaborate with other regional universities, EPSB, and other MSU agencies, including Information Systems and Registrar to define data collection needs for long-term data
Ongoing Beg. 2002	Implement active directory to assign user privileges and rights to College of Education students and allow more universal access to resources on and off campus
2002-2003	Purchase COE server to allow continuous collection, revision and storage of College of Education work, creation of student web pages and storage of Teacher Education data
2002-2003	Purchase server to house College of Education database
2002-2003 2003-2004	Review and refine data collection system
2003-2004	Implement new universal COE data system representing all students/programs, etc.
2003-2005	Work with EPSB to implement and refine a state-wide data system.
2002-2003, 2009-2010	Purchase dedicated server for COE database
2006-2007	Upgrade TES/TQI computers

**Strategy 4: Provide recognition, incentives, and rewards for faculty members who strive to learn and implement new technologies.**

Ongoing 2000, Spring-2003, Spring	Provide stipends to faculty members who participate in training institutes and commit to infuse technology into one or more courses in a significant manner. (Grant funding will not be available after Fall 2003.)
Ongoing Beg. 2000	Provide Mini-grant program to provide funding for innovative practices developed by faculty including technology
Ongoing Beg. 2001	Provide laptops for faculty members committed to incorporating technology into instruction
Ongoing Beg. 2001	Provide PDAs to faculty members who agree to research appropriate instructional practices utilizing handheld computer technology

**Goal 5: Develop and strengthen productive partnerships for the College of Education that promote and support the technology initiatives that build stronger teachers.**

**Strategy 1: Collaborate with PD Partners (West Kentucky Educational Cooperative, the Badgett Center, KDE and Regional Early Childhood Center) to effect a greater level of cooperation.**

Ongoing Beg. 2000	Develop and maintain a web site for the PD Partners cooperative providing information on professional development opportunities for service area
Ongoing	Collaborate with other regional universities and EPSB to define data collection needs for long-term data

**Strategy 2: Develop partnerships with school districts in service area that develop collaborative relationships that promote the use of instructional technology by all partners.**

Ongoing	Seek opportunities to develop partnerships and promote grant initiatives that address the effective use of instructional technology to promote good teaching and learning
Summer 2000- Summer 2003	Partner with the U.S. Department of Education and school districts to promote the infusion of technology into the teacher education program (Implementation Grant, District Partners: Paducah Independent, McCracken County, St. Marys, Crittenden County, Marshall County, Murray Independent, Calloway County, Christian County and University Heights) by providing ongoing training opportunities for supervising teachers in PK-12 partner districts and creating an electronic learning community that promotes discussion of pedagogy and practice that will lead to successfully infused technology (Grant ends this year.)
2003-2004	Promote the use of instructional technology in Kentucky school districts by inviting partner teachers to participate in professional development activities provided to COE faculty
2003-2004	Develop a professional development program for Technology Resource Teachers. (Pilot with Graves County.)