

JUNE 1, 2007
INFORMATION SERVICES
UNIT PLAN
2007-08
[REVISED 7-19-07*]

1. What are the unit's goals? (Articulate these in light of the college's mission.)

(Revised from 06-07 Unit Plan.)

Information Services is the coordinating mechanism for four operational units: Computing Services, Instruction Technology and Media, Libraries and Web Management and Services. Each of these four units has a distinct set of goals, which in significant ways overlap. The statement below is an effort to synthesize all of those separate sets of goals. Ultimately, the combined units of Information Services exist to support the academic needs of the community for information resources and technology as well as meet the needs of the college to carry on the College's organizational business practices.

Mission

(This statement is the same as that in the 06-07 Unit Plan.)

Information Services articulates the role of its four units to the College and Seminary Community and works to ensure that where their functions overlap they are effectively coordinated to achieve maximum effectiveness in serving the community.

Goals for IS

(This statement is the same as that in the 06-07 Unit Plan.)

General:

Develop a program of advocacy for the work of Information Services.

Explore with the community its information resource needs and prepare plans for meeting those needs.

Coordinate the activities of the four units of Information Services so they individually and collectively provide effective services to the College and Seminaries.

Evaluate the effectiveness of the services in the four units of IS, especially as they overlap, and propose plans to improve those services.

Develop community awareness of legal/ethical issues (e.g., copyright identity management, security) associated with information resources.

Resources:

Develop collections (e.g., print, media, microform, electronic) of information resources that meet the information needs of students, faculty and staff as they engage in the teaching/learning process.

Develop, maintain and support a technology infrastructure (e.g., network connections and switches, central servers with network services, wireless network, laptop/desktop computers, and classroom equipment) to meet the needs of students, faculty and staff in carrying out the college's activities.

* The personnel section was revised to reflect current staffing as of 7/19/07.

Select/develop, maintain and support web-based software systems (e.g., Banner, webmail, calendar, Element K, future portal)

Review, select, propose and, when approved, install and support software needed in support of the academic program and college activities.

Provide a collection of materials and services for the study of the Society of Friends, particularly in the Midwest and serve as archival repository for the College and Earlham School of Religion.

Provide standards and practices for those interacting with College Web pages, including guidelines and assistance in using outside vendors for page creation.

Services:

Circulate materials and equipment in support of the academic program, co-curricular programs and other college activities.

Provide a program of course-integrated instruction and reference services that prepare students to be effective life-long learners.

Provide support for those using technologies in the classroom, individual research and college activities.

Provide training opportunities and resources so that members of the Earlham community can develop their information and technology literacy.

Manage and oversee the College Web presence and its associated resources. This includes support and maintenance of the College's institutional Web pages, and providing guidance and assistance to those who maintain departmental and divisional sites.

Support and maintain the College's institutional Web pages.

Support the use of a variety of instructional technologies by expanding the resources and teaching/learning strategies available to students and faculty.

Provide support for campus videoconferencing services.

Provide support for co-curricular and public activities by helping individuals and groups accomplish their objectives with technical assistance and/or equipment.

Facilities:

Develop plans for facilities and the deployment of technology to effectively respond in a coordinated fashion to the needs of the campus community.

Provide facilities that encourage both group and individual study and research, enable the use of information resources and technologies in support of teaching and learning and are conducive to the preservation of information resources.

Staff:

Contribute to the larger work of the College through participation of staff in teaching, committee work, and the management of co-curricular and academic programs both on and off-campus.

Maintain awareness of new developments within the specialties of the units.
Provide staff development opportunities that will stimulate thinking and prepare staff to improve services.

Organization:

Participate in consortia and collaborative activities that help the units other goals.

2. What are the main programs, activities, processes, and strategies employed by the unit to meet these goals? Please also note any significant new programs and activities.

(Revised from 06-07 Unit Plan.)

1. Administrative computing support and development for SCT Banner, WebDb, Bookstore's point of sale and book ordering systems, Giftwrap, ADP, chemical inventory system, The Maintenance Authority Express (work order management), etc.
2. Archives and Friends collection reference service
3. Support for use of technology in teaching & learning
4. Collection development
5. Computer help desk
6. Public IS labs (i.e., Lilly 148, Lilly Reference, Lilly Media, Landrum Bolling Center, Wildman, Dennis 224)
7. Information literacy instruction
8. Library reference/Research help
9. Media instruction and support
10. Network systems and services
Implementation, support and development of the campus computer network, including wireless network, central servers and the software they house –email, listserv, Moodle, authentication, Web, SCT Banner, Sophos, Luminis, etc.
11. Web and intranet management and enhancement.
12. Assist Public Affairs in promoting the college
13. Propose strategic technology planning initiatives.
14. Collaborate with ITPC on policy development.

3. Please summarize how well your unit is meeting its goals, based on the assessments and benchmarks your unit employs. Please be sure to highlight any programs or activities that are particularly effective. Also, note if there are activities performed by your unit that could and should be done in a more effective or efficient way.

(Same as 06-07 Unit Plan)

We believe we have been very successful in garnering campus support for the development of Information Services. I won't list them all here. Suffice it is to say that the institution has been very supportive of our needs in many ways.

The results of the LibQual and MISO surveys will go a long way to telling us how we are doing from our users' perspectives. We should have that data by the fall and will be ready to report them to the community including senior staff.

Our challenges and the ways in which we are held back include:

- (A) Increased expectations that make it difficult for us to stay focused on priorities.
- (B) Maintaining staffing levels as Plowshares ends.
- (C) Having enough time to communicate with constituencies on a regular basis.
- (D) Getting the community's attention to talk about information technology and literacy issues.

4. **In the year that is just starting, what are the main activities, changes, or improvements your unit will pursue to strengthen its contributions to the college's mission and strategic plan?**

(All new statement.)

Information Services generally.

- 1) Engage campus leaders in discussion about staffing beyond Plowshares; advocate for the continuation of those positions; work with them to ensure effective staffing through the change.
- 2) Continue exploration of collaboration among HelpDesk, Instructional Technologists and Librarians to provide support in the use of information technology and resources.
- 3) Continue planning on creation of information/learning commons and other renovation of Lilly.

Computing Services.

- 1) Upgrade and possible expansion of Campus Wireless Network
- 2) Disaster Recovery / Business Continuity Planning
- 3) Security / Compliance Initiative
- 4) Server Infrastructure / Network re-architecture. The goal of this project is to improve the overall security of our servers and the information stored on them.
- 5) Establish a secondary data center on campus to provide a backup site for services in the event that the main data center was to be damaged.
- 6) Upgrade several computer labs as well as individual computers under our regular replacement schedule
- 7) Complete the upgrade from Windows 2000 to Windows XP, and begin evaluating the new Windows Vista operating system.
- 8) Complete the upgrade to the Altiris Asset Management system to allow us to keep an accurate inventory of all information technology equipment and to enable a web accessible Help Desk tracking system allowing end-users to submit and check the status on their requests.

Instructional Technology & Media

- 1) Consolidate and review non-print media collections (VHS, DVD, less supported formats ¾", videodisc, 8mm) Issues of conversion, preservation, equipment support.
- 2) Develop collection policy for Earlham Produced materials (Convocations, concerts, forums, classroom produced, etc.) What is archival? What is catalogued? What is kept centrally and what returned to departmental "archives"?
- 3) Continue work with faculty and students improving use of classroom technologies.
- 4) Continue work with faculty on use of Moodle and newer pedagogical technologies.

- 5) Work with students using Plowshares-Media Lab and other production facilities for academic and co-curricular projects (e.g. class video projects, Dance Alloy music)

Library

- 1) Hire replacement staffing for Technical Services accompanied by appropriate reorganization of work.
- 2) Review status of government documents and maps in our collection.
- 3) Continue inventory of collection and evaluation of the collections (i.e., weeding).
- 4) Work with faculty to address information literacy needs of students particularly as part of general education, including beginning assessment of students' first year bibliographies.
- 5) Complete bound periodical reorganization in Lilly and Wildman.
- 6) Replace loaner laptops and lab computers.
- 7) Revise Web site (This is also on WMS' unit activities.)
- 8) Plan for/address space needs of Special Collections.
- 9) Develop plan for Electronic Records Management System.
- 10) Continue discussions and implement projects to transform print collections to online collections.

Web Management & Services

- 1) Continue implementation of portal and related systems (This provides greater detail than the #1 under Information Services generally but is the same activity.)
 - o Acquire portal development server
 - o Install Luminis IV on development server to determine feasibility of implementation on production server
 - o Continue channel development and other planning in Luminis III test environment
 - o Install Cascade Server content management system in May
 - 2) Continue and complete the Web redesign initiatives
 - o Finish IPO Web site redesign and implement new template
 - o Begin design phase of Library redesign
 - o Begin design phase of Athletics redesign
 - 3) Continue work Web site maintenance and support
 - 4) Further develop streaming capability for audio and video
 - 5) Research and implement additional Web site enhancements
 - o Consider additional Web cameras on campus
 - o Develop pages that utilize new technologies such as AJAX
5. **Looking ahead, how should the unit change over the next five years and what activities might need to be added or could be dropped from the unit's responsibilities? Please answer this question using two different assumptions: first, expecting no new resources to be forthcoming, and second, expecting ten percent more resources than at present. (The answer to this question should also reflect the college's mission and strategic plan.)**
- (Revised from Unit Plan for 06-07.)
- Assuming no new resources, the following changes would likely occur:
- 1) Life of computer and instruction technology hardware would be lengthened.
 - 2) Level of acquisition of information resources would be reduced.

- 3) Acquisitions of new software would be reduced.
- 4) Maintenance of technology currency would be reduced.

Assuming the 10% increase we can

- 1) Move the Plowshares staffing to the regular budget.
- 2) Respond to user demands for the purchase of hardware, classroom technologies, software and information resources.
- 3) Maintain the level of acquisitions of information resources.
- 4) Maintain the current equipment replacement cycles.
- 5) Enhance the campus technology.

The 10% increase is not required to do all five of the items above. A look at the figures below will illustrate this. The total projected increase from 07-08 to 08-09 is \$135,170 or 3.8% for all increases. However the shift of the Plowshares positions to the regular budget adds approximately \$180,000 in total compensation to the regular budget or 5%.

There are other costs which we can't predict closely this far out. They include software license fees, database license fees, telecommunications rates, and expansion of hardware.

Expenses/budget/projection

2005-06 2006-07 2007-08 2008-09

Library materials budget (Normally we estimate 0-3% increase in book costs, and 8% increase in periodicals, online materials and databases) (This is regular budget only and does not include restricted funds and ESR budget.)

\$506,400* \$526,800# \$541,310+ \$572,439@

Equipment capital fund. (There has been no increase since 2002. The increase for 2007-08 is to respond to donor match requirement.)

\$372,000^ \$372,000# \$422,000+ \$422,000@

Operating expenses. (For out years 4% increase is basis for projection.)

\$772,282^o \$ 476,400# \$495,456+ \$512,275@

Total staff compensation. (without Plowshares) (For out years 4% increase is basis for projection.)

\$1,899,100^ \$1,931,660# \$2,008,926+ \$2,089,283@

Plowshares staff compensation.

\$ 162,668^ \$ 164,454# \$ 171,662+ \$ 178,528@

Total staff with Plowshares. (For out years 4% increase is used.)

\$2,061,768^ \$2,096,114# \$2,180,588+ \$2,267,811@

Total Information Services.

\$3,312,450^ \$3,471,314# \$3,639,354+ \$3,774,525@

^ Actual expenditures

Budget

+ Budget request

@ Projected budget

% SCT SunGard Luminis (portal) purchased.

Annexes

A. An organization chart of roles and relationships for the unit, a table of personnel resources (including affirmative action information), and assurance of up-to-date position descriptions and timely personnel evaluations.

- Table of personnel resources (Organizational structure attached.)

Computer Services:

Tom Steffes, Director
Lou Murray, Operations Manager
Denise Crum, Associate Director of Computing Services and Administrative Computing Manager
Open_____, Administrative Programmer and Analyst
Ted Shiffer, Administrative Programmer and Analyst
Betsy Wilson, Database Administrator
Randy Schultz, Systems Administrator
Aaron Cayard-Roberts, Applications Administrator and Security Officer.
Tom Blosser, Network and Telecommunications Technician
Kevan Wogoman, Network and Telecommunications Administrator
Randy Kouns, User Services Manager
Jason Robbins, Microcomputing Support Specialist
Tracy Nash, Microcomputing Support Specialist
James Summers, Microcomputing Support Specialist
Sandra Mafela, Microcomputing Setup Specialist

Instructional Technology and Media

Wes Miller, Director
Barbara Miller, Services Coordinator
John Todd, Circulation Assistant
Edward Ropke, Media Technician
Mark Pearson, Instructional Support
Robert Warner, Technician

Library

Tom Kirk, Director
Jeanette Wilson, Library Secretary
Nancy Taylor, Head Reference/Instruction Librarian
Amy Bryant, Information Technology and Reference Librarian
Christine Larson, Reference/Instruction Librarian
Neal Baker, Information Technology and Reference Librarian
Janet Wagner, Head of Technical Services and Librarian
Debbie Follis, Acquisitions Clerk
Shirley Smith, Technical Services Assistant
Joe Augustin, Technical Services Assistant and Interlibrary Loan Supervisor
Jeanie Lindsey, Circulation Supervisor
Tom Hamm, Archivist/Curator
Michelle Riggs, Assistant Archivist
Sara Penhale, Science Librarian [Away Fall 2007]
Mary Bogue, Science Library Manager [Interim Science Librarian]
Melodie Blackmore [Interim Science Library Manager]

Web Management and Services

Bryan Coalt, Director
David Knight, Web Content Editor
Brad Stahlhut, Web Developer

- Affirmative action information

Computing Services	13 people: 4F, 9M, 1 African/African American, 12 white, 1 international
Instructional Technology and Media	5 people: 1F, 4M, 5 white
Library	14 people: 10F, 4M, 14 white, 2 Quakers
Web Team	3 people: 3M, 3 white

- Up-to-date position descriptions are in the files of each director –Wes Miller, Tom Steffes, Bryan Coalt and Tom Kirk.

B. List of titles and locations of relevant policies and operating procedures guiding the unit's work.

Information Services

<http://www.earlham.edu/is/>

The creation of and charge to the Information Technology Policy Committee.
<http://www.earlham.edu/policies/governance/documents/faculty.pdf> (page 13).

Copyright Policy

<http://www.earlham.edu/policies/copyright/>

Computing Services

<http://www.earlham.edu/ecs/>

Acceptable Use Policy

<http://www.earlham.edu/ecs/html/policies/ecs-aup.html>

HelpDesk Service Level Agreement

<http://www.earlham.edu/ecs/html/policies/hdsla.html>

Privacy and Confidentiality Statement

<http://www.earlham.edu/ecs/html/policies/privconf.html>

Software Piracy Policy

<http://www.earlham.edu/ecs/html/policies/softpiracy.html>

Instructional Technology and Media

Circulation policies

<http://www.earlham.edu/itam/Content/services/circulation.htm>

Collection Development Policy

(under development)

Libraries

<http://www.earlham.edu/library/>

Circulation

<http://www.earlham.edu/~libr/library/circservices.htm>

Collection Development including General Collection Development, Electronic Journals, Gifts, Periodicals and Weeding

<http://www.earlham.edu/~libr/library/colldevservices.htm>

Confidentiality of Library Records

<http://www.earlham.edu/~libr/library/confidentiality.htm>

Interlibrary Loan (i.e., Borrowing from Other Libraries)

<http://www.earlham.edu/~libr/library/ill.htm>

Library Access for People with Disabilities

<http://www.earlham.edu/~libr/library/access.htm>

Library Reference Computer Lab Use

Reference and Instruction Services

<http://www.earlham.edu/~libr/library/reference.htm>

Study Rooms, Carrels and Computer Labs

<http://www.earlham.edu/~libr/library/rooms.htm>

Related documents

Library hours

<http://www.earlham.edu/~libr/library/hours.htm>

Faculty Handbook

Staff Handbook

Library: In print (Tom Hamm's Office):

Disaster Plan

Web Management and Services

<http://www.earlham.edu/wms/>

Because the department of Web Management and Services is new in many ways, there is a need for policies that do not currently exist. WMS plans to draft policy documents regarding a number of issues for review by a Web advisory committee and Information Technology Policy Committee (ITPC). Listed below are three existing policies that pertain to the work of WMS, and a set of topics for new policies to be written.

ECS HelpDesk Service Level Agreement (HDSLA)

<http://www.earlham.edu/ecs/html/policies/hdsla.html>

ECS Acceptable Use Policy

<http://www.earlham.edu/ecs/html/policies/ecs-aup.html>

ECS Privacy and Confidentiality

<http://www.earlham.edu/ecs/html/policies/privconf.html>

Topics for needed policies:

Information flow; Home Page links and placement; vendor relations; Web standards; W3C Web accessibility compliance; WMS authority (content and timeliness) and limitations; supported technologies; emergency information and disaster recovery plan; Site navigation and file structures; directory access authorization and de-authorization for users; data recovery; site (directory) creation; procedures for requests, e-mail links, and site setup.

C. Location(s) of information available to faculty, staff, students, and others about the unit (what it does, where it is, who to contact, etc.).

Web site at: <http://www.earlham.edu/is/>.

D. Summary of recent professional development activities (individual and collective).

IS places a high priority on professional development because of the pace of change in the areas of library science and information technology. I would high light by making three points:

- 1) Staff is being sent to training specifically targeted to new technologies and services which IS is developing.
- 2) Staff is volunteering to attend conferences and workshops that help them stay abreast of changes in the field.
- 3) Staff is contributing presentations on Earlham's developing program.

Neal Baker

- o Modern Language Association, Annual Convention, December 27-30, 2006
- o International Conference on the Fantastic in the Arts, March 14-18, 2007 (presented paper: "Bleu, Blanc, Bruised: Banlieue 13 as a Science Fiction, Martial Arts Political Statement.")
- o Two publications:
"Emergence / Emergency? The Earlham Libraries and the First-Year Experience" (co-authored with Thomas G. Kirk, Jr.) in Larry Hardesty, ed. *The Role of the Library in the First College Year*. Columbia, SC: University of South Carolina, National Center for the First-Year Experience and Students in Transition, 2007: 229-233.

"Film Studies and Information Literacy" in Patrick Ragains, ed. *Information Literacy Instruction that Works: A Guide to Teaching by Discipline and Student Population*. New York: Neal-Schuman, 2006: 151-163.

Mary Bogue

- o Indiana Library Federation Division 8 Conference, October 6, 2006
- o Excel Insights Training (sponsored by Employee Council), February 19, 21, 23, 26, 28, and March 1, 2007
- o PALNI Spring All-Staff Conference, May 31, 2007
- o American Library Association, Annual Meeting, June 21-25, 2007.

Amy Bryant

- NITLE Symposium on Managing Digital Collections, Smith College, March 11-13, 2007
- ACRL Conference, Baltimore, March 29-April 1, 2007
- PALNI Conference, Indianapolis, May 31, 2007
- ALA Conference, Washington DC, June 21-25, 2007
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Aaron Cayard-Roberts

- Lancope StealthWatch Training (August 8th - 9th, 2006)
- Independent Colleges of Indiana IT Leaders Summit (October 31 - November 1st, 2006)
- Generic Connectors Framework(Luminis) training (November 6th - 10th, 2006)
- Educause Security Conference (April 10th - 12th, 2007)

Bryan Coalt

- SunGard Higher Education Summit 2007, March 18-22, 2007

Denise Crum

- Banner Self Service Student and Faculty Training, July 18-20, 2006
- ICI IT Leaders Fall Summit, October 31-November 1, 2006
- Luminis Data Integration training, November 28-30, 2006
- Educause Webinar Federal E-Discovery Rules, January 9, 2007
- SunGard Higher Education Summit 2007, March 18-22, 2007
- CLAC (Consortium of Liberal Arts Colleges) Annual Conference, June 12-14, 2007

Tom Hamm

- Society of Indiana Archivists, board meetings, various dates, 2006-07
- Southwest Ohio Quaker History Conference, April 27-28, 2007
- PALNI Workshop, May 31, 2007

Brad Johnson-Stahlhut

- SunGard Higher Education Summit 2007, March 18-22, 2007

Tom Kirk

- MISO Survey Symposium, Dallas, TX, October , 2006
- EDUCAUSE, Dallas, TX, October 8-10, 2006
- Council of Independent Colleges' Chief Academic Officers Conference, St. Petersburg, FL. November 4-7, 2007.
- Consortium for Networked Information Task Force, December 3-5, 2007.
- Council of Library and Information Resources, Chief Information Officers' meeting, Washington, D.C. December 6, 2007
- ACRL New Directors Workshop, Seattle, WA. January 16-19.
- American Library Association, Midwinter Meetings, January 20-23, 2007.
- Ball State University Copyright Conference, Muncie, April 11, 2007
- NITLE Moodle Collaborative Conference, St. Paul, April 25-26, 2007.
- Council of Library and Information Resources, Chief Information Officers' meeting, Washington, D.C. May 14, 2007
- American Library Association, Washington, D.C. June 22- 26, 2007

David Knight

- Mastering Macromedia Dreamweaver workshop, April 18, 2007.

Randy Kouns

- Awarded Master of Science, Business Management, Indiana Wesleyan University (Aug 12, 2006)
- Course work, Doctorate in Applied Management and Decision Science, focus on Information System Management, Walden University, September 2006 - June 2007. Completed 16 Quarter hours.
- Altiris User Group Meetings, Conducted as Director (February, May, 2007)
- ResNet Symposium, Bowling Green State University (June 22-27, 2006)
- ResNet Steering Committee Meetings, Planning for Symposium (October 2006, March 26-27, 2007)
- Professional Development Seminar, Teaching the Adult Learner, Ivy Tech State College, Richmond (March 2007)
- Professional Development Seminar, No Teacher Left Behind, Indiana Wesleyan University (June 15, 2007)
- ResNet Symposium, University of California at San Diego, (June 21 27, 2007)

Wes Miller

- Association for Educational Communications and Technology Annual Convention (October 10-14, 2006)
- NITLE Conference on Copyright (January 7-9, 2007)
- NITLE Conference on Digital Asset Management (March 11-13, 2007)
- NITLE Conference for Instructional Technology Leaders (March 26-27, 2007)
- Ball State University Copyright Conference, Muncie, April 11, 2007

Mark Pearson

- NITLE workshop: Pedagogy and Digital Technologies: Language Labs in the 21st Century (Sept 29 – Oct 1, 2006) Wabash College.
- Association for Educational Communications and Technology Annual Convention (October 10-14, 2006) Dallas. Presented a workshop entitled "Podcasting and Pedagogy in Higher Education"
- NITLE Learning Management and Liberal Arts Colleges Symposium, Reed College (October 20-22, 2006). Presented "Moodle and Music" session and co-presented "The NITLE Moodle Exchange" with Barry Bandstra (Hope) and Barron Koralesky (Macalester)
- Moodle Workshop for faculty, Knox College (December 4-6, 2006). Taught a two day workshop about Moodle for Knox College faculty.
- Consultation with E-Strategy Coordinator & Library & Information Services Systems Officer at Royal Holloway College, University of London about Moodle (March 21, 2007)
- NITLE workshop: Project Management in a Liberal Arts College (April 19, 2007) College of Wooster.
- NITLE workshop: Pedagogical Implications of Wireless and Mobile Technologies (April 20, 2007) College of Wooster.
- NITLE Workshop on Moodle Collaboration (April 25 – 26, 2007) Macalester College. Helped organize the conference together with Marty Ringle (Reed),

Barron Koralesky (Macalester), Joel Cooper (Carleton) and Eric Jansson (NITLE)

Sara Penhale

- American Library Association, ACRL Conference, Baltimore, March 29 – April 1, 2006
- Earlham College Professional Development Fund. Ecology and Culture of Namibia. Travel July 18 – August 2, 2007.

Michelle Riggs

- Society of American Archivists Annual Meeting, August 2006
- INCOLA Digital Imaging Collaboration Between Academic and Public Libraries Web Seminar November 8, 2006
- INCOLSA ContentDM Workshop November 29, 2006
- OCLC Choosing the Right Route: Preparing Newspapers for Online Access Web Seminar March 15, 2007
- INCOLA Developing Digital Projects Workshop March 27, 2007
- INCOLA Project Management for Digital Projects Workshop March 28, 2007
- Society of Indiana Archivists Annual Meeting March 31, 2007

Ted Shiffer

- Element K course in UNIX Basics, February 2007
- SunGard Higher Education Summit 2007, March 18-22, 2007

Tom Steffes

- CLAC (Consortium of Liberal Arts Colleges) Annual Conference, Hamilton College, June 13-16, 2006
- Educause Annual Conference, Dallas, TX, October 8-12, 2006
- ICI / Bell Tech Microsoft Windows Vista Seminar, February 16, 2007
- Presented at the IHETS Tech Summit, IUPUI, Indianapolis, March 30, 2007
- Indiana Higher Education Cyber Security Summit, April 5, 2007
- Educause Security Conference, April 10-13, 2007
- Approved as a member of the Workforce, Inc. Board of Directors, April 11, 2007
- ICI IT Leaders Spring Summit, University of Indianapolis, May 23-24, 2007

Janet Wagner – On sabbatical