

2005-2006

Strategic Goal: Develop a training program for faculty in producing their own video and photo content.

ACTION STEPS	Action Leader	Jul-05	Aug-05	Sep-05	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06
		Solicit input (on-line survey?) of interest from faculty for this type of training	Taylor / staff			X	X	X					
Determine needs and design appropriate training	Severin / Shafer						X	X	X				
Write outline for photo production training	Severin									X	X	X	
Write outline for video production training	Schafer									X	X	X	
Write guidelines for selecting hardware and purchasing	staff									X	X	X	
Write overview of production services provided through Media Services	Severin / Shafer			X	X	X							
Collect and/or develop samples of good and bad techniques	Staff												+
Offer first face-to-face workshop and gather feedback from participants	Staff												+
Refine content for future face-to-face workshops	Severin / Shafer												+
Develop supplemental materials for on-going reference (web-based)	Staff												+

Personnel: Existing staff.

Success Indicators:	Number of faculty attending	Improvement in quality of "self-produced" materials	in incorporating media content into curriculum
Increased volume in hardware & software acquisition	Requests for additional training	of products brought into dept. for technical	

KPI:	Learner Success	X	Community Responsiveness	Human Resources	Institutional Effectiveness	X
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Continuous Improvement	X	Customer Service	X	Stakeholder Service	
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