

Department Mission Statement

The Technology Department's mission is to build and maintain a technology infrastructure that will facilitate and enhance the teaching, learning and working efforts of the faculty, staff and students of Fort Berthold Community College.

Goals

1. Utilize technology to enhance communication throughout organizational constituencies
2. Explore and incorporate new technologies that promote competitive academia.
3. Explore and incorporate new technologies that reduce TCO.
4. To create a stable human and technological infrastructure that is infused into the organizational budget.
5. To prepare technology graduates with the skills to succeed at higher academic levels and/or allow them to compete in a global career market
6. To create an atmosphere of technological collaboration that enhances and supports opportunities for the community
7. To promote consistent, standardized learning and working technology environments
8. To promote an environment that is secure and ethical

Goal 1

Utilize technology to enhance communication throughout organizational constituencies

- Shared folders collaboration (HLC centralization)

Objective:

Strengthen collaboration software

Activity	Responsibility	Timeline	Outcome	Review
Continue to develop MS Outlook features	Network Dept	August 2005	Full use of application	July 2006
Train users	Network dept	Jan 2006	Trained staff	July 2006

Objective:

Reduce long distance toll charge of sites

Activity	Responsibility	Timeline	Outcome	Review
Establish QOS from FBCC to site	Network Dept	August 2005	QOS link to sites	July 2006
Establish benchmark	Network dept	August 2005	Baseline	July 2006
Install Digital Phone	Network dept	August 2005	Telephone connected	July 2006

Objective:

Optimize Pic-tel to facilitate meetings between sites

Activity	Responsibility	Timeline	Outcome	Review
Configure latest service packs & enhancements	Network Dept	August 2005	Optimal setup	July 2006
Establish bandwidth benchmark	Network dept	August 2005	Baseline	July 2006
Monitor benchmarks	Network dept	August 2005	Continued optimality	July 2006

Goal 2

Explore and incorporate new technologies that promote competitive academia.

Objective:

Establish Technology Bowl at AIHEC Competition

Activity	Responsibility	Timeline	Outcome	Review
Confer with AIHEC representatives	Director of Tech Tech faculty	December 2005	Establish a tech presence with AIHEC	July 2006
Establish guidelines	Director of Tech Tech faculty	December 2005	Rules for Fbcc AIHEC techs	July 2006

Objective:

Establish Technology Club

Activity	Responsibility	Timeline	Outcome	Review
Establish guidelines	Director of Tech Tech faculty Tech committee	December 2005	Guideline for club	July 2006
Recruit members	Director of Tech Tech faculty Tech committee	December 2005	Tech club	July 2006

Goal 3

Explore and incorporate new technologies that reduce Total Cost of Ownership.

Objective:

Keep abreast of latest Technology

Activity	Responsibility	Timeline	Outcome	Review
Seek out free or inexpensive tech magazines	Director of Tech Tech faculty Tech committee	December 2005	Knowledge of latest technology	July 2006

Objective:

Create an internal Management Information System

Activity	Responsibility	Timeline	Outcome	Review
Build FBCC Intranet Site	Director of Tech Multi Media	December 2005	Shell of MIS	July 2006
Establish guidelines	Director of Tech	December 2005	Rules	July 2006
Build E-forms	Multi Media	December 2005	Centralized forms	July 2006
Review Content	Director of Tech Tech Committee	December 2005	Efficiency of MIS	July 2006

Objective

Finish the implementation SonisWeb

Activity	Responsibility	Timeline	Outcome	Review
Examine Status of current SonisWeb	Director of tech Registration finance Data manager Retention counselor Student accounts	June 2005	Snapshot of what is left to accomplish	July 2006
Build project plan for remaining task	Director of Tech	June 2005	Project plan	July 2006
Review Project plan with all SonisWeb dept	Director of tech Registration finance Data manager Retention counselor Student accounts	July 2005	Duties aligned	July 2006
Implement Project plan	Director of tech Registration finance Data manager Retention counselor Student accounts	July 2005	Duties Assigned	July 2006

Objective:

Expand roaming connection capabilities to reduce monthly connection costs

Activity	Responsibility	Timeline	Outcome	Review
Install comprehensive wireless access points at fbcc	Director of Tech Network dept	September 2005	Complete wireless coverage	July 2006
Install comprehensive point to point access from fbcc to remote sites	Director of Tech Network dept	September 2005	Point to point access	July 2006

Objective:

Keep technology training current for staff and faculty on current technologies

Activity	Responsibility	Timeline	Outcome	Review
Build Training plan	Director of tech	July 2005	Training plan	July 2006
Establish guidelines	Director of Tech	July 2005	Rules	July 2006
Secure funding	Dir of Tech research & development	July 2005	Training Dollars	July 2006
Review Content	Director of Tech Tech Committee	December 2005	Efficiency of training plan	July 2006

Goal 4

To create a stable human and technological infrastructure that is infused into the organizational budget.

Objective:

Reestablish technology fee per credit hour

Activity	Responsibility	Timeline	Outcome	Review
Discuss appropriate tech fee	Tech Committee	August 2005	Tech fee determined	July 2006
Identify general fund tech line budget code	Business Dept	August 2005	Tech budget code determined	None

Objective:

Establish small business for internship

Activity	Responsibility	Timeline	Outcome	Review
Discuss appropriate small businesses	Tech Committee	August 2005	Community needed business identified	July 2006
Develop business plan	Tech Committee Director of Tech	Jan 2006	Workable document	July 2006

Objective:

Community Consultation (Networking, Software install, Pc maintenance)

Activity	Responsibility	Timeline	Outcome	Review
Discuss guidelines	Tech Committee	August 2005	Community needed business identified	July 2006
Develop Policy and Procedure	Tech Committee Director of Tech	Jan 2006	Workable document	July 2006

Objective:

Establish vending machine opportunity

Activity	Responsibility	Timeline	Outcome	Review
Discuss appropriate content and price	Tech Committee	August 2005	24 hour access to tech related items	July 2006
Identify machine	Director of Tech Interns	August 2005	Physical material	July 2006
Identify funding	Director of Tech Research & Development	August 2005	Funds secured	July 2006

Objective:

Quick one day/one week Tech Workshops

Activity	Responsibility	Timeline	Outcome	Review
Discuss possible workshops	Tech Committee	August 2005	Community needed training identified	July 2006
Develop Policy and Procedure	Tech Committee	August 2005	Workable document	July 2006

Goal 5

To prepare technology graduates with the skills to succeed at higher academic levels and/or allow them to compete in a global career market

Objective:

Establish a Technology Mentorship program

Activity	Responsibility	Timeline	Outcome	Review
Identify Mentor for each tech student	Tech Committee Tech Faculty	September 2005	A helping hand for each student	July 2006
Develop Policy and Procedure	Tech Committee Tech faculty	August 2005	Workable document	July 2006

Objective:

Offer competitive Technology Curriculum

Activity	Responsibility	Timeline	Outcome	Review
Review curriculum to latest technology needs	Director of Tech Tech Committee Curriculum Committee Tech Faculty	December 2005	Updated curriculum	July 2006
Training for tech faculty	Director of Tech Tech Committee Tech Faculty	December 2005	Qualified Faculty	July 2006

Objective:

Establish a well rounded Internship program with results

Activity	Responsibility	Timeline	Outcome	Review
Define goals of internship program	Director of Tech Tech Committee Curriculum Committee Tech Faculty	August 2005	Direction	July 2006
Identify task checklist	Director of Tech Tech Committee Curriculum Committee Tech Faculty	August 2005	Results document	July 2006

Objective:

Improve industry certification achievement

Activity	Responsibility	Timeline	Outcome	Review
Mandate real industry practice test every week	Director of Tech Tech Committee Tech Faculty	August 2005	Direction	July 2006
Stress the importance of certification	Director of Tech Tech Committee Tech Faculty	August 2005		July 2006
Charge course fee	Director of Tech Registration	August 2005	Voucher to take exam	July 2006

Objective:

Retention of students in program

Activity	Responsibility	Timeline	Outcome	Review
Take students to career fairs and tech expositions	Director of Tech Tech Committee Tech Faculty	January 2005	motivation	July 2006
Identify grants and scholarship for money	Director of Tech Tech Committee Curriculum Committee Tech Faculty	August 2005	motivation	July 2006

Objective:

Collaborate for 4 yr transfer articulation agreements

Activity	Responsibility	Timeline	Outcome	Review
Identify local 4 yr institutions that students can attend	Director of Tech Tech Committee Curriculum Committee Tech Faculty	January 2006	4 yr direction	July 2006
Contact 4 yr institution develop agreement	Director of Tech Tech Committee Curriculum Committee Tech Faculty	July 2006	Articulation agreement	January 2007

Goal 6

To create an atmosphere of technological collaboration that enhances and supports opportunities for the community

Objective:

Create technical and consultation for at least 10 community entities

Activity	Responsibility	Timeline	Outcome	Review
Seek and assist 5 community business who need technical assistance	Director of Tech Tech Committee	July 2006	Support of community	July 2007
Seek and assist 5 community business who need web site assistance	Director of Tech Tech Committee Multi Media	July 2006	Support of community	July 2007

Goal 7

To promote standardized learning and working technology environments

Objective:

Create custom desktop profiles that promote individual learning capabilities

Activity	Responsibility	Timeline	Outcome	Review
Setup all student usernames	Network dept	September 2005	Individual profiles	July 2006
Setup My document synchronization	Network dept	September 2005	Roaming folders	July 2006

Objective:

Standardization of hardware and software packages

Activity	Responsibility	Timeline	Outcome	Review
Setup same OS on all client pc's	Director of Tech Network dept	December 2005	Standardization	July 2007
Setup same OS on back office systems	Director of Tech Network dept	December 2005	Standardization	July 2007

Goal 8

To promote an environment that is secure and ethical

Objective:

Ensure that users cannot access un authorized files or folders

Activity	Responsibility	Timeline	Outcome	Review
Setup group policy rights based on organizational units	Director of Tech Tech Committee Network dept	July 2005	security	July 2007
Utilize the latest security software and install patches	Director of Tech Network dept	July 2005	Security	July 2007
Identify security risks	Director of Tech	July 2005	Security	July 2007
Utilize anti virus techniques and anti spyware software	Director of Tech Network dept	July 2005	Security	July 2007
Train faculty, staff, and students on security	Director of Tech Tech Faculty	July 2005	Security awareness	July 2007

Objective:

Ensure ethical environment that allows for and promotes a safe learning environment

Activity	Responsibility	Timeline	Outcome	Review
Setup content filtering service using SonicWall	Director of Tech Tech Committee Network dept	July 2005	Blocks porn, gambling, and other un approved web sites	July 2006
Setup mandatory profiles	Director of Tech Network dept	July 2005	Students un able to change backgrounds on pc	July 2005