

Three Part Harmony

Governance, Collaboration and
Planning

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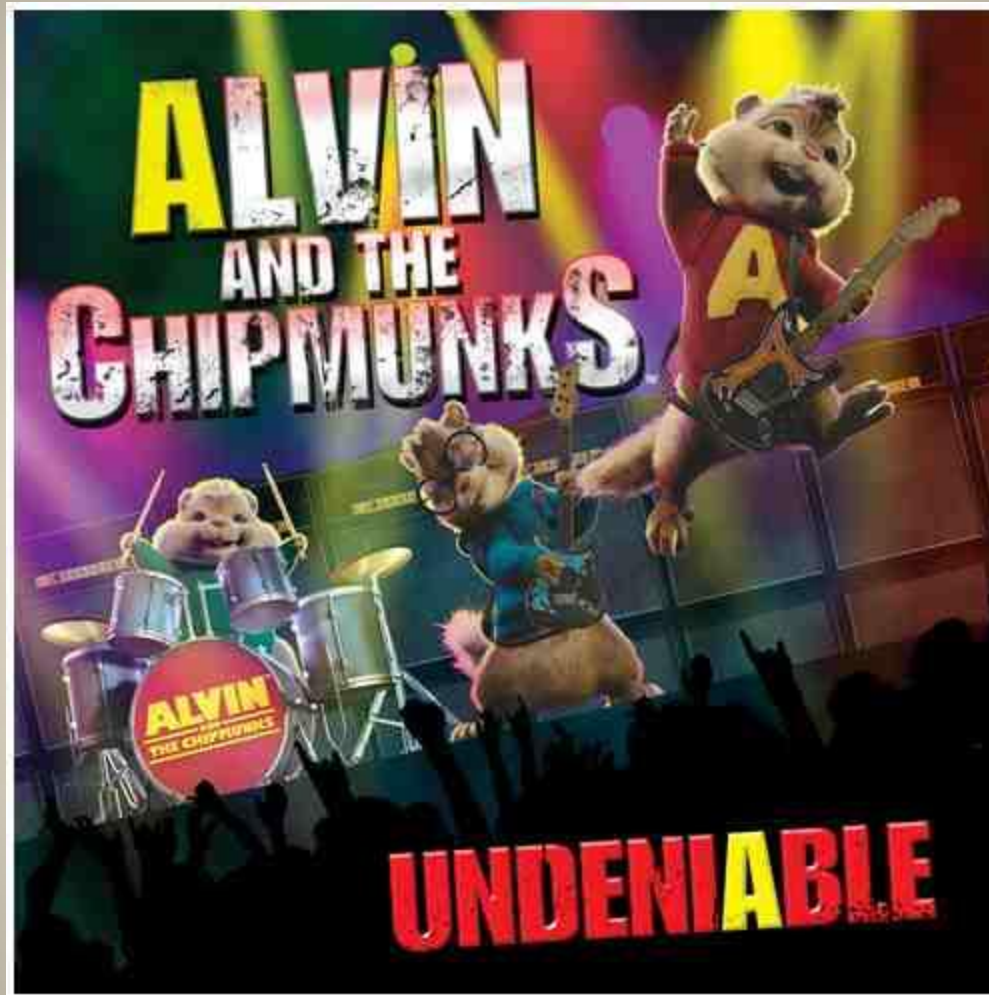
Three Parts

- Distinctive and vital to harmony
- Singularly – each can exist and entertain
- Together – form to make a memorable, historic transformation.
- Key – smooth – uncomplicated - steady



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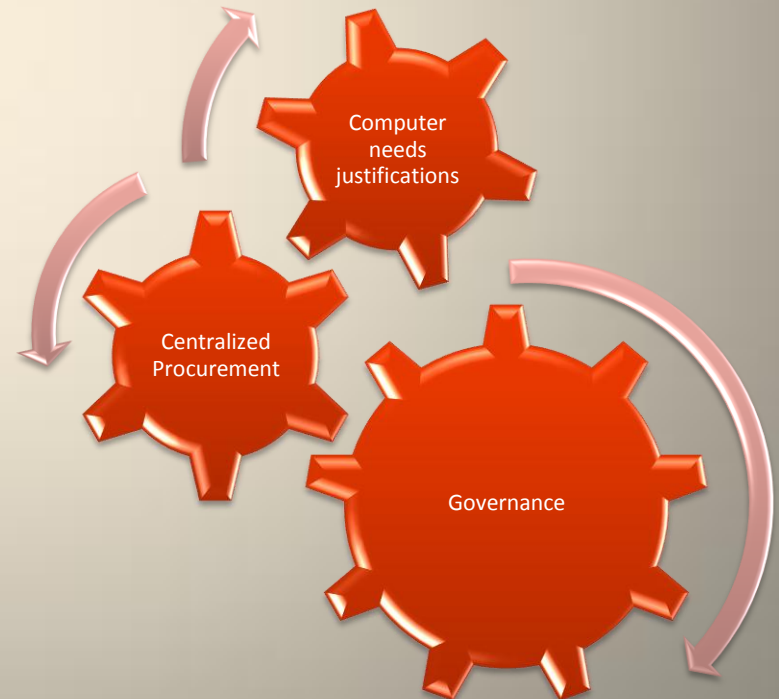


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Chords of Cooperation

- Governance –
 - Clear, concise and accountable sets of technology policies
 - Centralized Procurement
 - Centralized IT budgeting
- Collaboration
 - Teams
- Planning



What you need to know about SCAD

University for creative careers

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Who is SCAD?

- Privately owned, family business
 - Founded in 1978
 - Historical Preserved Savannah National Guard
 - Family-
 - Paul and Mae Poetter
 - Richard Rowan
 - Paula S. Wallace



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Growth

September 1979

- One building
- Five trustees
- Four staff members
- 71 students
- 8 majors

Fall, 2009

- Three Campuses
 - Savannah (73)
 - Atlanta (6)
 - Lacoste
 - Fall 2010: Hong Kong
- Nationally recognized and awarded eLearning Program
- 1500 full- & part-time staff
- 500 full- & part-time staff
- Over 10,000 students
- Over 40 majors
 - Corresponding minors

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- **SCAD** was named "Hottest for Studying Art" among "America's 25 Hottest Colleges" by Kaplan/Newsweek in 2006.
- **SCAD** is the first art and design college to be awarded the 2007 Outstanding Distance Education program by the Instructional Technology Council.
- **SCAD** was named one of the "25 cutting-edge schools with an eye toward the future" in Kaplan's 2008 "You Are Here: A Guide to Over 380 Colleges and Unlimited Paths to Your Future."
- Fortune Small Business included **SCAD** in its "America's Best Colleges for Entrepreneurs" list in 2007.

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Governance

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Governance

- Incorporated in 1979 - SCAD
- Independent, non-profit, tax exempt, accredited
 - SACS
 - National Architectural Accrediting Board
 - Georgia Professional Standards Commission
 - Individual accreditations per major

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Governance

- In 2004, SCAD Group Inc. was formed.
- Owned by SCAD
- Under a contractual relationship, SCAD Group Inc. earns revenue by providing non-academic services to the college. This allows SCAD to keep core competencies intact.
- As a for-profit company, SCAD Group Inc. is able to sell services to raise funds for new programs and initiatives.
- Both non- and for-profit governed by Board of Trustees.
- President Wallace serves as lead for both.

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Governance

- Mission, Vision and Value of SCAD
- College Technology Policies
- IM&T Rules of the Road
- Departmental SOPs

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One word to described SCAD – FLUID

- New majors
 - Standard implementation
 - 24 months
 - SCAD implementation
 - Avg. 6 months.

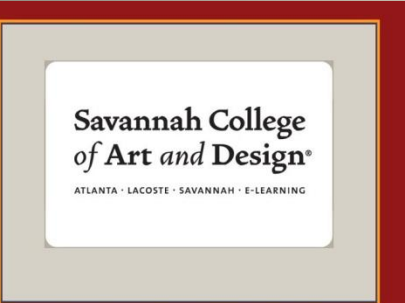
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Mission, Vision and Values

- Mission

- The Savannah College of Art and Design exists to prepare talented students for professional careers, emphasizing learning through individual attention in a positively oriented university environment.

The logo for Savannah College of Art and Design is presented within a white rectangular box with rounded corners. This box is centered within a larger, light gray square, which is itself enclosed by a thick, dark red border. The text 'Savannah College' is in a bold, black, sans-serif font, while 'of Art and Design' is in a smaller, italicized, black, sans-serif font.

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Mission, Vision and Values

- Vision
 - The Savannah College of Art and Design, an institution with distinctive yet complementary locations, will be recognized as a leader in defining art and design education. **By employing innovation in all areas,** SCAD will provide a superior education through talented and dedicated faculty and staff, **leading-edge technology, advanced learning resources and comprehensive support services.**

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Mission, Vision and Values

- Being a student-centered institution.
- Providing an exceptional education and life-changing experience for students.
- **Demonstrating quality and excellence in every aspect of operations.**
- Sustaining a respectful and honest college environment.
- **Growing while continually improving.**
- **Being innovative and results-oriented.**
- **Promoting a cooperative team spirit and a positive "can-do" attitude.**
- **Going the "extra mile."**

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Technology Policies

- A computer network establishes a community. In any community, especially one as tightly linked as an electronic network, individual decisions can have a powerful and immediate impact on a large number of people. Accordingly, the community must develop rules and protocols to ensure that the rights and privileges of each member of the community are protected and that the college's significant investment in the technology is not wasted. For this reason, SCAD has developed a set of rules and protocols to ensure that electronic interactions are as orderly and mutually respectful as possible. This set of guidelines is called the SCAD Technology Policy and is based upon the importance of respect and consideration for the rights of others.
- SCAD stresses respect for all college technology and consideration upon those who use the system. Use of SCAD technology is considered a privilege rather than a right. SCAD reserves the right to alter this policy as the situation dictates. Direct questions regarding this policy to the vice president for information management and technology.

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IM&T Rules of the Road

1. Production is #1. We must keep everything working at its present state.
2. Protect Data. We must have adequate backups of all data.
3. Every other deadline, project and special initiative is subordinate to number #1 & #2.
4. Develop, implement and follow SOP.
5. Document, document, document.
6. No such thing as inconsequential change.
7. Never say 'no' to a customer, just put a price tag on 'yes'.
8. No one is indispensable, but staff going to lunch together should abide by the '3 to an elevator' rule.
9. If at first your plan does not succeed, redo your plan.
10. Technology is not the problem! Getting people to embrace change is the problem.
11. Deliver bad news QUICKLY!
12. Help each other

Collaboration

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Collaboration

- IM&T Directors
- Administrative Redesign and Development (ARD)
 - Multi-departmental input
 - Faculty
 - Student
 - Staff
- Focus on Professional Development
- IM&T Strategic Plan
- Dedication to Innovative Technology Development

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Collaboration

- Internal Technology

Budgets

- Centralized Procurement
- Standardization
- Classroom and Lab images
- Individual Hardware
- Software tracking

- Industry

- Hardware/software vendors
- Savannah Film Festival
- GDX
- Educause
- Siggraph
- NAB
- Diverse Partnerships

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Planning

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When to plan?

- Plan to Plan – Really????
- It's never too early.
- Utilize past project histories as guideposts
- Use debris from poorly managed projects

Financial Planning - BUDGET

- IM&T responsible for submitting technology budget for every department, every campus
- Responsible for software renewals, license expansion, and upgrades
- Three year replacement on hardware in classrooms and labs

Financial Planning – Budget

- New projects and requests from departments
- New Project Requests -January
 - Why do you need these items?
 - How is directly related to mission, vision and values of college?
 - Directly relate need to curriculum
 - (Course numbers)

IT Budget Requests

Faculty/Staff

- Link their requests to their course needs
- Itemize
- Send 'wish' list to Chairs

Chairs/Directors

- Review and evaluate requests
- Combine when possible
- Submit to Dean/VP

Deans/VPs

- Reviews and prioritizes
- Submits requests to IM&T for review

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- IM&T receives requests for new projects
 - Identify capital purchases vs. operating purchases
- Quotes each item
- IM&T Directors meet as group to review each request
- Identify impact of request on IM&T
 - Additional headcounts
 - Current project demands
 - Prioritization
- Rate Projects

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After IM&T Review

Budget
Committee

- Account/Academics/Administration/IM&T Members
- Review Replacements/Renewals/New Projects
- Make First round modifications

Executive
Budget
Review

- COO, Vice Presidents, CAO
- Make Second Round modifications

Board of
Trustees

- All revisions made
- Sign off (May)

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SO WHAT MAKES OUR IM&T MELODY WORK?

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What is needed

- Strategic Planning –
 - We never stop improving and changing
- Good recordkeeping
 - Inventory
 - Software licensure
- Collaboration with departments
- Planning – Avoid replication
- Standardization ≠ limited creativity