

**The College of Education
Technology and Resource Center
2008**

Summit 2008 provided an opportunity for the Technology and Clinical Practice Aspiration Teams to collaboratively propose the Technology Resource Center (TRC) to serve all COE students, staff and faculty. The TRC proposal received COE support and was voted as one of the top three “Big Ideas”. The TRC will serve as a technology-rich resource hub and clearing house to provide and coordinate easily accessible resources, workspaces and professional development activities.

Specifically, the TRC will serve all COE stakeholders with an emphasis on staff, faculty and student support. Research indicates the need to create a support center focused on assisting the COE to acquire the necessary skills to develop educational materials, integrate technology and improve professional performance. The major goal of the TRC is to bring practitioners, university faculty, staff and students together to improve practice through developmental activities, supervised experiences and research. The benefits will extend beyond the center environment to: 1) Sponsor faculty and staff development for new technology and software, 2) Collaborate with faculty to support courses and syllabi with materials, resources, technology and development opportunities, 3) Improve student preparation for professional careers in Memphis Metropolitan classrooms, schools, counseling agencies and communities.

GOALS

1. To conduct college and community based research to identify areas of need.
2. To extend program opportunities by providing meaningful and researched based professional development and resources for COE staff, faculty, students and other stakeholders.
3. To better prepare candidates for teaching, counseling, administration and other education related professions through quality teaching, communication, support, technology and resources.

SERVICES

- Faculty and Staff
 - Conduct Technology Needs Assessment
 - Training for Office 2007 and E-Learning
 - Collaborative activities/training in conjunction with the Office for Faculty and Staff Development and community and campus based resources.

- COE Students
 - Professional Development based on individual program needs.
 - Student meetings facilitated by University faculty/Professional staff and community partners. Informal dialogue will focus on student concerns and contemporary issues in counseling, health, teaching & other professional areas of interest.
 - Support and preparation for licensure examinations.

- School and Community Partners
 - Professional development to enhance collaboration throughout clinical practice experiences.
 - Mentoring/coaching training for University Supervisors, community supervisors and Cooperating Teachers.
 - Professional development to enhance collaboration with internship partners and off-campus experiences.
 - Community, school and University advisory and planning council: The council will provide oversight and establish professional development objectives for candidates and partnership schools.

RESOURCES

- Instructional space for small group and large activities
- Texts and periodicals
- Manipulatives
- Lesson plan database
- Lap top computers, internet and technical support
- Material preparation resources (lamination, die cuts, photocopying)
- Video library (informational and instructional)
- Job resource center (collaborative relationship with Career and Employment Services and Human Resources from main feeder School Districts)
- Children’s books (trade books and materials from the former LRC)

BIG IDEA TEAM LEADERS:

Lee Allen
 Angela Christopher
 Sutton Flynt
 Jennifer Nelson

Proposed Advisory Committee

Representatives from:

Campus School
 CEPR
 Faculty and Staff Development
 ICL
 IDT
 LEAD
 Lipman
 HSS
 Staff
 Student Leaders from organizations representing each department, music and art

	Action Steps	Suggestions	Timeline	Yr 1	Yr 2
FACILITY	Identify Location for TRC within the CoE	Ball Hall Education Annex (upon completion) BH 314	August 2008	TBD	TBD
	Purchase furniture and workstations		August 2008	\$3000	
PLANNING	Establish a TRC Planning and Advisory Council representing all CoE departments, students and community partners.	Council will establish short and long term priorities and goals for the TRC.	Nov. 2007	\$300	\$300
	Determine Professional Development needs across departments and offices within the CoE	Plan professional development based on individual program and departmental needs.	On going	\$700	\$700
	Seek additional funding through internal and external grants		Spring 2008	TBD	TBD
RESOURCES	Identify appropriate technology and resources needed to support the mission of the TRC.	i.e. resources from old LRC, laptops, workstations, educational resources, Ellison die cut machine, lamination machine, furniture, etc.	January 2008	\$10,000	\$2,000
	Hire Graduate Assistants	To provide resource coordination, assistance and support to students, faculty and staff.	January 2008	\$7,000	\$7,000
	Apple Computer Lab w/printer or PC Lab w/printer	future expenditure dependent on funds acquisition	TBD	(\$23,410 to \$21,476)	
SERVICES	Provide the appropriate levels of support for the technological tools.	Coordinate resources to create a systematic infrastructure dedicated to providing, maintaining and distributing new and currently available educational and technological resources.	August 2008 and there after	(In kind)	(in kind)
	Conduct student, staff and faculty development activities	Expand the scope of CoE professional development using identified community and campus based resources.	Fall 2008 and there after	\$1,000	\$1,000
			TOTAL	\$22,000	11,000