

Nancy C. Szofran

Mt. Hood Community College
Department of Research and Planning
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Current position: Director, Research and Planning

Responsible for providing vision, leadership and management of the Department of Research and Planning. Activities include state and federal reporting requirements; enrollment analysis; policy research; program review; strategic planning; and assistance with meeting accreditation requirements.

Previous position: Chief Technology Officer, State Board of Education, July 1999 – March 2006

Responsible for providing vision, leadership, planning and management for the development, acquisition, implementation and support of instructional and administrative technology as it relates to the State Board of Education's policy serving a seamless system of education in Idaho. Coordinate programs to insure statewide uniformity of operations, data collection and reporting, interpretation and application of Board policy, procedures and programs with regard to technology, information systems and research.

- Provide direction and leadership in working with all statutorily and/or policy established entities dealing with information technology and research
- Represent the Board, administration, or agency at meetings of professional groups and committees relating to technology, postsecondary education, and research
- Make recommendations for research, development of budgets, and planning related to technology, postsecondary education, and research
- Assure and provide leadership in determining that technology utilized throughout the state is integrated and compatible
- Serve as the Board's liaison, as appropriate, and advise the Board on current and future matters dealing with technology, postsecondary education, governance, and research
- Coordinate all grant activity related to postsecondary education
- Provide leadership for planning future technological needs and strategies
- Advise the Board regarding technology acquisitions, systems, and facility needs
- Coordinate the development, implementation and support for short and long-term information technology plans, incorporating and balancing the instructional and administrative needs of the educational system in the state
- Facilitate the development of strategic alliances with other governmental and private organizations
- Coordinate all research functions for the Board; provide research services

- Make recommendations for research, development of budgets, and planning related to the Higher Education Research Council (HERC)
- Coordinate research agendas with the Governor's Office of Science and Technology, especially in the core areas of nano-technology, imaging, agricultural/biological research, power/energy

Committee assignments:

State –

Information Technology Resource Management Council (ITRMC) Legislative committee, 1999-current

ITRMC Statewide IT Plan Task Force (member)

IDANET Provider Work Group (member) and IDANET Technical User Work Group (member)

IDANET: Telecommunications Initiative, providing high-speed, digital services over a shared voice, video, data network to all Idahoans with the goal of greater access to information, services and educational opportunities.

Idaho Council for Technology and Learning (ICTL), Higher Education Information Technology Committee, staff to legislative committee, 1999-current

Regional –

Lewis and Clark Re-Discovery Project, Advisory Board, member, January 2002

Western Cooperative for Educational Telecommunications (WCET), Steering Committee and Co-Chair of State Higher Education/Governing/Coordinating Agencies Caucus. Conference Planning, 2000, 2001, 2002

Northwest Association of Schools and Colleges, Commission on Colleges. Accreditation visits, Nevada (Committee Chair), October 2002; Oregon, April 2001; Washington, October 2000

Northwest Academic Forum (NWAFF), member of Steering Committee, creation of Distance Learning Consortium, NEON

Montana State University – Billings Library Advisory Board, member, November 2000 – current

National –

National Center for Education Statistics (NCES) Cooperative System Fellows Program, 2004

NCES/AIR (Association of Institutional Research) T3 (Teaching the Trainers), 2003, 2005

National Postsecondary Education Consortium (NPEC), State Higher Education Executive Officer (SHEEO) appointment 2000-03, Student Outcomes Sourcebook Working Group (member)

Previous position:

Michigan Technological University, J.R. Van Pelt Library. Assistant Director, Technical and Automated Services, 1996 - 1999

Responsible for all facets of Technical and Automated Services including the selection of appropriate emerging technological innovations in support of all library functions; the ongoing management and coordination of all library automation activities; manage change and set priorities for cataloging, acquisitions, serials; participate in long term planning, budgeting and general management of the library.

MTU is a doctoral-granting institution with 6300 students enrolled in engineering and related fields. The library houses 800,000 volumes; is a depository selecting 46% and has an acquisitions budget of \$1.6 million (FY1999).

Previous Position:

System Administrator, Montana State University - Billings
January 1990-

Coordinated and directed the selection and acquisition of an automated library system. Administered day-to-day operations; liaison with hardware and software vendors; troubleshooting; trained staff; designed and developed aids for library users; coordinated the development of cost analyses, statistical reports, conduct surveys; cooperated and collaborated with appropriate grant-seeking, fund-raising and public relations offices.

October 1993-

Secured funds from M.J. Murdoch Charitable Trust Fund to implement the first library in a six-library consortium, OMNI (Outreach Montana: Networked Information); managed the consortium, directing all purchasing of hardware, software, licensing, installation, training, troubleshooting and overseeing the day-to-day activities and all duties expected of that position, having set the precedence for service at the host institution. Drafted the original OMNI agreement.

July 1994 - 1996

Secured funds from U.S. Department of Education, Title II, to implement four additional OMNI (Outreach Montana: Networked Information) libraries. Collaborated with MSU-Billings Computer Center staff to design and implement the State's first Frame Relay Wide Area Network, covering 80,000 square miles. Coordinated purchasing, installation, implementation, training for consortium. Administered day-to-day responsibilities consistent with administering MSU-Billings Library.

SELECTED PRESENTATIONS (1991-current)

Northwest Academic Forum. (NWAFF). April 21-23, 2005. Bellingham, WA. Panel discussion: *Joined or Disconnected? A Look at State and Institutional Academic.*

NCES/SHEEO Annual Data Conference. April 10-13, 2005. San Antonio, TX. *Knowledge Resource Strategies: how to turn data into information and knowledge for decision makers.*

Tech Tea Time. October 28, 1998. Houghton, MI. *Building Bridges*

Michigan Library Association Conference. October 21, 1998. Grand River, MI. *SPAN*

VUGM. April 24-26, 1998. Chicago, IL. *Wire-Less is More* [web-published paper]

CAUSE97. December 2 - 5, 1997. Orlando, FL. Poster Session, *MTU Library is WTRED (Web Integrated Resources Enabling Distribution)* [paper published]

CAUSE95. November 29 - December 1, 1995. New Orleans, LA. Poster Session, Outreach *Montana: Networked Information (OMNI).* [paper published]

Sixth Annual CODI Conference. February 22-24, 1995. Salt Lake City, UT. Panel Presentation, *VISTA: The Electronic Web.*

Nevada Library Association/Mountain Plains Library Association Joint Conference. October 26-29, 1994. Lake Tahoe, NV. *Ethics and Etiquette of Network Navigation.* [canceled by presenter due to time conflicts]

Nevada Library Association/Mountain Plains Library Association Joint Conference. October 26-29, 1994. Lake Tahoe, NV. *Reinventing Government Information: Developing an Online Government Information Library.* Co-presenter Paula Duffy, Government Information Librarian, MSU-Billings Library.

Colorado Library Association/Mountain Plains Library Association Joint Conference. October 1-4, 1993. Aspen, CO. *Ethics & Etiquette in Network Navigation.*

New Horizons in Technology. July 28 - August 6, 1993. Summer workshop. Eastern Montana College. Presenter.

Montana Library Association. Spring Retreat. April 21-22, 1993. Missoula, MT. *Linking Montana's Libraries: A Demonstration Project.*

Information Technology on Frontiers of Learning. April 18-21, University of Montana, Missoula. *New Pathways to Knowledge.*

Fourth Annual CODI Conference. February 25-26, 1993. Provo, UT. Moderator, Breakout Session for Reserve Book Room.

NorthWestNet Annual Conference. October 14-17, 1992. Portland, OR. Moderator of Birds of a Feather (BOF) roundtable discussion on Internet resources for disable persons.

Wyoming Library Association/Mountain Plains Library Association Joint Conference, September 28 - October 2, 1992. Cheyenne, WY. *Navigating the Internet*.

Library Information Technology Association (LITA), September 13-17, 1992. Denver, CO. Internet demonstration (Communications Room).

Montana State Library Network Symposium. May 18, 1992, Helena, MT. Panel presentation.

Montana Library Association. April 29, 1992. Bozeman, MT. Panel presentation: comparing online circulation systems.

Western Perspectives on Popular Culture: 34th Annual Conference. April 24, 1992. Denver, CO. *A Historical Look at Librarians and the Media*.

Popular Culture Association: 22nd Annual Meeting & American Culture Association: 14th Annual Meeting. March 18-21, 1992. *SH-H-H! Or A recent History of the Image of Librarians in the Media*.

Customers of Dynix, Inc. (CODI) annual meeting, February 27-28, 1992. Provo, UT. *Etiquette and Ethics: Miss Manners' twins in the family of excruciatingly correct behavior; or how to navigate the networks without stepping on toes*. Proceedings published.

Montana Library Association, Academic Division Fall Retreat. September 27-28, 1991. Three Forks, MT. *It's a dirty job, but somebody's got to do it!*

CONTINUING EDUCATION

Dancing with Change and Soaring to Excellence. [Videoconferences for professional and support staff, 1997-1999] College of DuPage [site moderator and coordinator].

Metadata and the Dublin Core. Michigan Library Consortium. Lansing, MI. May 1998.

Are you listening to me? Center for Professional Development and Quality Improvement. April 1998. [LEAD workshop]

Resolution Solutions. Center for Professional Development and Quality Improvement. March 1998. [LEAD workshop]

Dynamic Planning. Center for Professional Development and Quality Improvement. January 1998. [LEAD workshop]

Merit Seminar. Distance Learning: A Global Perspective; Design Elements for Distance Learning Classroom; The Good, The Bad, and the Ugly of Web Design. Holland, MI. March 1998.

Merit Seminar. Faster Internet Access with a Proxy Server; Windows NT, Microsoft's Internet Server for Everyone. Escanaba, MI. August 1997.

Merit Seminar. Legal Issues and the Internet; Doing Research on the WWW; Internet Security; Integrating the Internet into a PowerPoint presentation. Mt. Pleasant, MI. July 1997.

RECENT PUBLICATIONS

Szofran, N. 1995. Outreach Montana: Networked Information (OMNI). Realizing the Potential of Information Resources: information, technology, services" Proceedings of CAUSE95 Conference.

Szofran, N. 1994. Internet etiquette and ethics. "Computers in Libraries" 14 (1): 66-69.

AWARDS

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Johns Hopkins National Search for Computing to Assist the Disabled, Dec. 7, 1991. Denver, CO. Honorable Mention.

EDUCATION

University of Idaho, ABD, Adult and Organizational Learning, March 2005
University of Missouri-Columbia MA in Library/Information Science
Northeast Missouri State University BS in Education
Honors: Graduated cum laude, Alpha Phi Sigma, Kappa Delta Pi

PROFESSIONAL MEMBERSHIPS

American Education Research Association
Association of Institutional Research
Association of College and University Planners
Society of College and University Planners