

Institutional Change Progress Reporting Form (Due October 11, 2010)

Focus Area: *Collegiality: Campus Calendar (Cabinet Recommendation 4.4: See <http://change/docs/cicFinalReport2Feb2010.pdf>)*

Responsible Person: Anna Kircher

Report Submitted by: Josh Callahan and Matt Hodgson

Date Submitted: 10-13-2010

Please provide a summary for each of the four report areas below.

Please provide links to, or files of major work that has been finished such as new policies, supplemental reports, or data used (such as surveys) in the accomplishment of your plans.

Summary of Progress Completed Since Last Report:

Created a list of features

- Lists events by day, week, month; list events by categories
- Overlays academic calendar, key deadlines, holidays
- Allows many event submission administrators, with different option for occasional/one-time submitters
- Centralized review and promotion
- Ability to mark "featured" events
- Feeds to/from specialized calendars on dept and other HSU websites
- Design flexibility and ability to include photos/graphics and links
- Options for sharing and adding to personal calendar
- Ease of branding

- Ease of searching
- 508 Compliance
- mobile options

List of Key Milestones Achieved:

Conducted initial research to pull together a comprehensive list of calendar solutions that are currently being used throughout Higher Ed. and outside.

The initial list was made up of both open source and commercial packages and consisted of 6.

The 6 were evaluated against the list of feature requirements as well as general impressions of the tools and were narrowed to 4. After conducting a technical review of the 4 products and narrowing the list to 2; 1 commercial solution and 1 open source we have recommended the institution fund the implementation of the open source UNL Event Publisher

Comments on challenges, lessons learned, and/or resource needs:

As identified earlier, any solution would require a .5 FTE Calendar/Event Manager. Ongoing as well as implementation funding has been requested by Frank Whitlatch as summarized below:

Startup six-month total: \$22,525

Ongoing Annual Costs: \$26,005

Mobile Site Development and Calendar Integration: \$8,700

Forecast of Subsequent Plans for the Upcoming Months:

We plan to pull a small focus group together to help draft a campus-wide process for building and maintaining the main and sub-calendars. We will also finalize the job description and wait to see if the project is funded.