



March 16, 2005

Vice Provost for Academic Services and Technology
Dean of Continuing Education
108 Anderson Hall
Manhattan, KS 66506-0113
785-532-6520
Fax: 785-532-6507
Email: beth@k-state.edu

To: Ron Trewyn, Vice Provost Research

From: Elizabeth Unger, Vice Provost for Academic Services and Technology

The Committee working on ETDRs is recommending a slight change in the ETDR implementation schedule over the next two years. This was stimulated by the meeting with the Graduate Faculty and a variety of issues that have to be accommodated including production systems such as Latex, video and Note Bene.

The original final production dates will not slip; Fall 2006 and Fall 2007 will remain as target dates for mandatory submission of dissertations and theses/reports, respectively. I recommend, however, that pilot testing of the process continue from now through Summer 2006 to allow IT to customize the system to make it easy for all to use and to allow the Graduate School to test out the various additions in a controlled environment.

Optional submission for dissertations was originally planned for Fall 2005. The ETDR implementation team estimates we will not have in place all components of the system (training, documentation, policy statements, modifications to the DSpace software, etc.) necessary to accommodate the number of dissertations that would be received under an optional submission plan at that time.

Several factors point to the need for continuing in test mode. K-State is one of the few universities customizing DSpace to facilitate submission of ETDRs. This requires a longer development period, but will result in a system that is easier for students to use. Similarly, additional development time is needed to ensure we have quality training materials in place to assist students in creating and archiving their papers. In addition, it was obvious after last week's Graduate Forum that we need more faculty input in developing documentation and training for ETDRs.

The following revised schedule needs to be shared with the Deans and Department Heads.

Semester	Revised process	Original process
Spring 2005	Pilot test submission ETDRs	Pilot test 15 doctoral students
Summer 2005	Pilot test submission of ETDRs	Pilot test submission of ETDRs
Fall 2005	Pilot test submission of ETDRs	Move to production mode. Optional electronic submission of dissertations
Spring 2006	Pilot test submission of ETDRs	Optional electronic submission of dissertations
Summer 2006	Pilot test submission of ETDRs	Optional electronic submission of theses, dissertations and reports
Fall 2006	Mandatory electronic submission for dissertations. Optional electronic submission for theses and reports.	Mandatory electronic submission for dissertations. Optional electronic submission for theses and reports.
Fall 2007	Mandatory electronic submission for theses, dissertations and reports.	Mandatory electronic submission for theses, dissertations and reports.

cc: Rob Caffey, OME
Rebecca Gould, iTAC
Jim Guikema, Graduate School
Carol Shanklin, Graduate School
Harvard Townsend, CNS