

Director of Administration Report for the 2013 Board of Visitors' Meeting
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The iSchool leadership team is focused on making marked progress in securing financial flexibility, creating a more effective and hospitable facility, and providing opportunities for our students to build collaboration, engage with alumni and employers, and form a long-term sense of community with the iSchool and the University of Pittsburgh.

Through an in-depth evaluation of the total budget and income sources at the school we were able to cover all cost in 2012, renovate the third floor into a student collaboration center, secure initial funding for the 8th floor renovation (Summer 2013) and provide students with additional resources for travel, professional development and community building. We will continue to achieve the economic flexibility by closely monitoring the needs of the school, students and faculty while vigilantly auditing and directing our expenditures.

The transformation of the third floor was completed in March of this year. The students, faculty and staff collaborated on a plan to provide a space for our students to collaborate, study and engage in community building activities. The space has been an immediate success and we will continue to expand the use, facilities, and technology in the center based on continuous input from our students and faculty.

Construction will begin on the 8th floor this summer; this renovation will provide space for our PhD students and faculty for collaborative research and study, research labs and multimedia areas. To achieve this, we will be upgrading the infrastructure in that space including electrical, plumbing, and ventilation. Our plans call for creation of a secured data center to support faculty and student research. You can click [HERE](#) to see preliminary renderings for that space.

The professional staff made a new hire this year to lead the distance learning initiatives for the iSchool. Jeffrey Lawson, Director of Distance Education, eLearning Partnerships and Outreach was hired in the fall of 2012. Jeffrey has a proven track record of successful program development and revitalization in online learning, curriculum development, academic counseling and advising. He also brings with him a wealth of experience in developing successful programs and outreach as a professional in the non-profit community. Jeffrey will manage the current Pitt Online offerings, develop new online programs/efforts, and create professional partnerships that will advance the iSchool as a leader in online educational offerings.

Finally, our student services group, with the help of the entire staff, made great progress this year in providing professional development and community building opportunities for our students. We also engaged our alumni in many of these activities. The School hosts numerous professional development workshops and events throughout the year, including sessions on fundraising for future librarians,

research discussions, movie and games nights, and visits to cultural or outdoor attractions. In addition, the School presented an alumni-hosted Professional Development Day in the spring. iSchool alumni and representatives from Pitt's Career Development Office offered sessions on improving resumes, presentation skills, interviewing capabilities, and networking. In addition, the student services group hosted 50+ social and research-themed events at the School. Hundreds of students take advantage of these community-building activities. The staff at the iSchool will continue to strive for excellence through service and are confident that the coming year will see continued progress in financial flexibility, facility improvements, and offering expanded professional development, research and community building opportunities for our students. We are adding an additional focus in 2013/14 on working with our faculty and various constituencies to create and implement effective practical experiences for our students.