

ePAAWS Project Briefing
(ePAAWS = electronic Personal Academic Advising Work Space)

1. ePAAWS system overview

- ePAAWS system goal: to implement the “advising as educating” model—
- “Advising as educating” model purpose: *the advising function is assigned the institutional responsibility of educating individual students as to what it means to be educated and how to define, plan, and achieve their own educational goals over their lifetimes.*
- Discovery Learning: *the discovery by the learner (advisee) of learner development questions and of knowledge needed to develop appropriate personal responses to these questions.*
- Discovery Learning Advising Process definition: *An interactive process in which the adviser designs and delivers educative interventions and instruction aimed at assisting the student in discovering, planning, learning, and constructing knowledge about advising questions, in order for the student to more effectively navigate the institution’s educational environment toward the achievement of personalized educational goals and the development of capacities as a self-directed life-long learner and educational planner.*
- Discovery learning curriculum goal: *to provide web-based learning opportunities in the form of learning modules in the four core advising knowledge domains that are referenced when addressing the four basic advising questions:*
 - Discovery Learner advising questions and corresponding advising knowledge domains: *How can I gain knowledge and understanding about:*
 - ~ *How to set my personal educational goals and conduct my own educational planning? (advising knowledge domain: educational goals and planning)*
 - ~ *What is the level of my personal educational readiness and preparation and how should I expect to develop as a learner? (advising knowledge domain: self-knowledge about learner development)*
 - ~ *What are the educational and personal development opportunities, requirements, and expectations embedded in the institution’s formal academic curriculum and co-curricular environment and how do I navigate among them? (advising knowledge domain: institutional educational opportunities)*
 - ~ *How do I become proficient in knowledge construction in the disciplines and in higher-order cognition and learning? (advising knowledge domain: meta-knowledge re knowledge structures, cognition, and learning)*

- ePAAWS system components:
 - *discovery learning modules* (Each containing a syllabus, instruction materials, bibliography, and assessment protocols):
 - ~ *adviser user modules*—how to use ePAAWS system: how to design learning modules—how to use Angel System for delivery of learning and assessment modules
 - ~ *student user modules*—how to use ePAAWS system
 - ~ *master discovery learning modules*: One for each of four discovery learning domains on how to address discovery advising learning questions and operate with e-portfolio learning tools in that domain
 - ~ *topic discovery learning modules*: modules on each topic within each of four discovery learning domains.
 - e-portfolio learning tools:
 - ~ *Problem-based Learning formats* for each type of discovery learning module; individual module learning profiles and assessment protocols for each learning module.
 - ~ *Collaborative communication platforms*—working with peer advisers and program advisers.
 - ~ *E-portfolio management tools*—controlling storing, accessing, searching, and sharing of learning, knowledge construction, and assessment products.
 - ePAAWS technology infrastructure
 - ~ *ANGEL instructional management system* (in place)
 - ~ *ePAAWS repository* of learning and assessment modules, learning tools, and student ePAAWS portfolios (to be constructed).

2. ePAAWS Project Components:

- *ePAAWS Development Team*: provides oversight to the design, budgeting, and staffing of the ePAAWS project (Levin, Hart, Hussey, Kamon, Leonard, Melander, and White; White and Levin, principal investigators). In particular, the ePAAWS development team will: a) identify and manage the activities of the Curriculum and Technology Committees and provide for their professional development; b) provide documentation of a project brief, letter of inquiry, project proposal, budgets, and reports; and c) establish a Professional development and evaluation Task Group to develop strategies and protocols for professional development and evaluation needed in the several phases of the project.
- *ePAAWS Curriculum Committee*: appointed by ePAAWS development team with charges to: a) establish specifications for learning and assessment modules, learning tools, and ePAAWS portfolios; b) identify topics for learning modules within each discovery learning advising knowledge domain; c) identify and manage construction teams for learning modules and tools.

- *ePAAWS learning module and tool construction teams* identified by ePAAWS curriculum committee: develop and evaluate specific learning modules and tools for the ePAAWS curriculum.
- *ePAAWS Technology committee*: appointed by the ePAAWS development team to design and develop the technology infrastructure and tools needed to support the ePAAWS project.
- *ePAAWS professional developmental and project evaluation Task Group*: appointed by the ePAAWS development team to design professional development workshops and project evaluation protocols.
- *ePAAWS project design—Consultant and Workshop Principal*
- *ePAAWS Professional Development and Evaluation--Consultant and Workshop Principal*

3. ePAAWS Project Phases

(Note: each phase has a professional development workshop and an evaluation component. The professional advising community generally has limited direct experience in curriculum design, construction, and evaluation or in teaching and learning):

Phase I: Project Design and development—ePAAWS Development Team and Professional Development and Evaluation Consultant:

ePAAWS Development Team Construction of ePAAWS project design: undertake professional development of ePAAWS development Team on curriculum design and project evaluation; establish documentation for project briefing, funding strategy, project letter of intent, and project proposal.

Professional Development and Evaluation Consultant: to assist Development Team in selection of an ePAAWS professional development and Evaluation Task Group to design and deliver professional development and evaluation workshops for development team, curriculum committee, and individual developers of learning modules and tools.

Phase II: Construction of ePAAWS system components—Curriculum Committee, Learning Modules and Tools Teams, and Technology Committee:

Curriculum Committee: Development of specifications for learning modules and tools; selection and professional development of teams for development of core learning modules, tools, and portfolios;

Learning Modules and Tools Teams: Construction and evaluation of ePAAWS core learning modules, tools, and portfolios.

Technology Committee: Development of technology infrastructure for ePAAWS web-server curriculum and portfolio repositories, integrating with ANGEL instructional management system.

Phase III. Pilot project—Development Team with assistance of curriculum and technology committees and the Professional development and Evaluation Task Group:

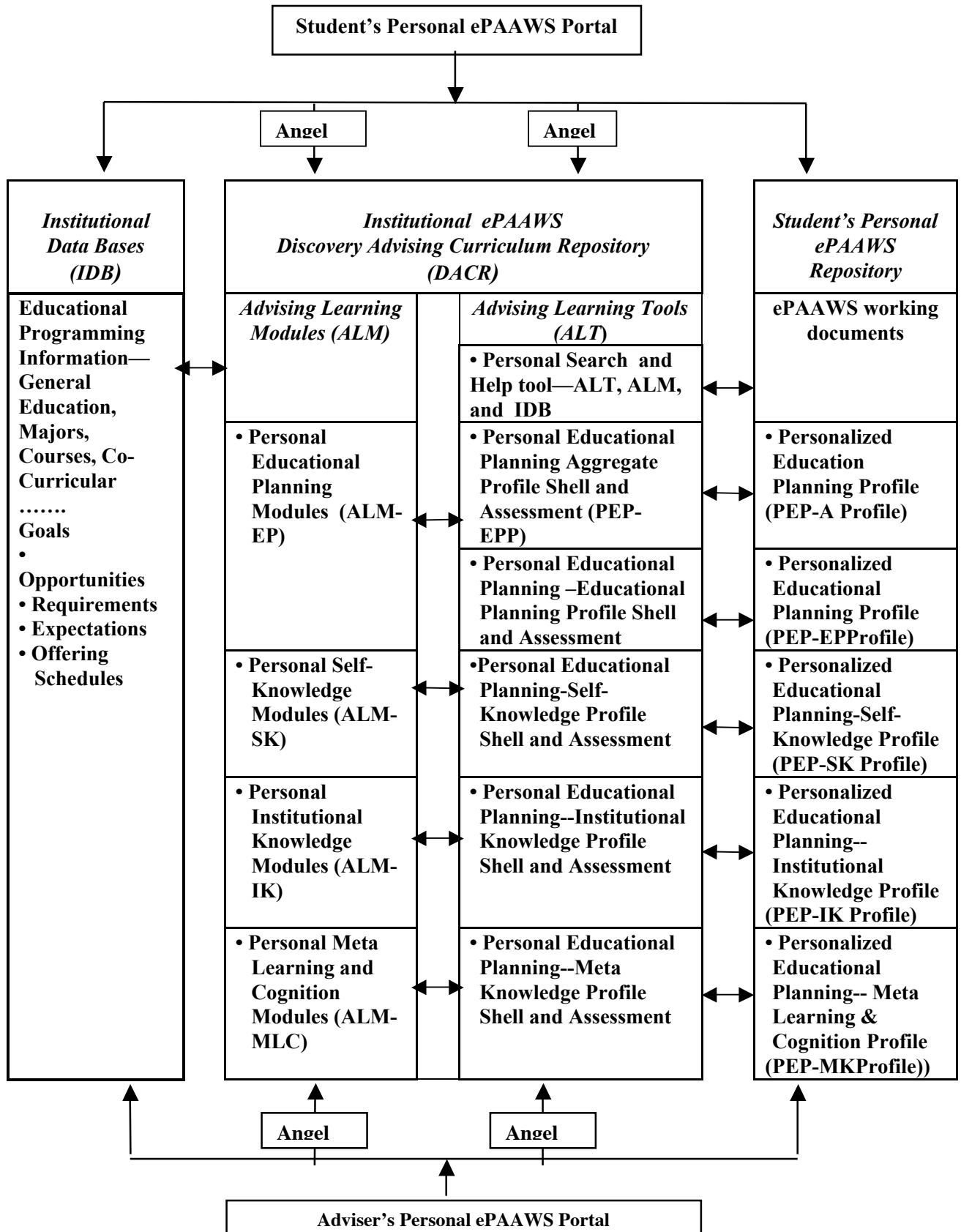
Design and evaluation of pilot application of core learning modules, tools, and portfolios with selected population of advisers and students; pilot population identified by ePAAWS development team; professional development and evaluation provided by the Task Group.

Phase IV: Introduction, implementation, and evaluation of ePAAWS system across the Penn State Advising Community—Development Team.

Professional development of advisers in use of ePAAWS system.

Phase V: Reporting on Project to Funding sources; continuing maintenance, evaluation, and improvement of ePAAWS system.

Discovery Advising Curriculum—ePAAWS System Schema



ePAAWS Project Management Structure

Project Management	Responsibilities	Membership
<i>Project Director</i>	<ul style="list-style-type: none"> • provides overall direction, coordination, and integration of project activities. Manages the assignments, communications, progress, and budgets of Project task forces and working groups. Guides Project assessment, evaluation, and reporting processes. 	
<i>Project Development Team</i>	<ul style="list-style-type: none"> • provides management oversight for the Project Director and for Project Task forces and Working Groups; • supports the Director in the negotiation of collaborative agreements with relevant agencies and units across the University. 	
<i>Curriculum Committee and Task Forces</i>	<ul style="list-style-type: none"> • Supplies consulting services to each of the Project Working Groups in terms of ensuring the functional coherence and interoperability of ePAAWS system components. 	
• Task Force on Project Design	<ul style="list-style-type: none"> • Provides framework for designing ePAAWS system components, mgt structure, evaluation protocols 	
• Task Force on Professional Development	<ul style="list-style-type: none"> • Provides goals and identifies strategies, content, and workshops for the professional development of project participants—in matters relating to curriculum, learning, and technologies 	
• Task Force on Project Assessment, Evaluation, and Quality	<ul style="list-style-type: none"> • to set, monitor, and implement the protocols and processes to be used in the pre-, during, and post-development activities of the Working Groups. 	
• Task Force on Standards and Sustainability	<ul style="list-style-type: none"> • to set standards to guide the design and development of Advising Learning Modules (ALM) and Tools (ALT) to ensure their compatibility with each other and with existing administrative and information systems. 	
• Task Force on Communications and Reporting	<ul style="list-style-type: none"> • to set communication and reporting protocols, formats, and venues in conducting the work of the Project participants and in reporting the vision and progress of the Project to external stakeholders 	
<i>Project Working Groups:</i>	<i>Design and construct ePAAWS system components</i>	
• Advising Learning Modules Working Group	<ul style="list-style-type: none"> • to identify and guide the construction of Advising Learning Modules by appropriate Advising Learning professionals 	
• Advising Learning Tools Working Group	<ul style="list-style-type: none"> • to identify and guide the construction of Advising Learning Tools by appropriate Advising Learning and Information Technology professionals 	
• Technology Infrastructure Working Group	<ul style="list-style-type: none"> • provide system to support links to repositories and informational databases • provide system to operational support students and advisers when accessing and using the system; 	
• DUS Pilot Application Working Group	<ul style="list-style-type: none"> • to guide the design and implementation of a pilot application of the system for DUS students and advisers 	

Project Timelines and Milestones Worksheet

To be completed.

ePAAWS Project Components Timelines, Milestones, Resources-Sources, Resource-Req.	Phase I	Phase II	Phase III	Phase IV	Phase V
• Task Force on Project Design					
• Task Force on Professional Development					
• Task Force on Project Assessment, Evaluation, and Quality					
• Task Force on Standards and Sustainability					
• Task Force on Communications and Reporting					
<i>Project Working Groups:</i>					
• Advising Learning Modules Working Group					
• Advising Learning Tools Working Group					
Technology Infrastructure (TI)					
DUS Pilot Implementation					