UEN Board Meeting

May 18, 2012   9:00 a.m.
Dolores Doré Eccles Broadcast Center and IVC

uen

Utah Education Network Board Meeting

Agenda

May 18, 2012

Planning

Upcoming Meetings
—

UEN Board Meeting – June 15, 2012, 9:00 a.m.

Utah Education Network
Board Meeting Retreat Minutes

April 16, 2012   Utah Valley University, Library   9:00 a.m.

PRESENT: Clark Baron, Eric Denna, Brenda Hales, Gary Koeven, Dana Miller, Glen Taylor, Barry Walker, Ray Walker, Robert Wagner, Denise Elwood-Secretary. UEN Staff in attendance: Laura Hunter, Lisa Kuhn, Jim Stewart, Rich Finlinson.

EXCUSED: Christine Kearl

1. WELCOME AND INTRODUCTIONS

Brenda welcomed everyone to the first UEN Board Retreat Meeting.

2. APPROVAL OF MINUTES FROM PREVIOUS MEETING*

Minutes from the March 27, 2012 meeting were previously emailed to the Board Members plus a hard copy was provided at this meeting.

A motion was made and seconded to approve the minutes as submitted. The members present voted unanimously. THE MOTION CARRIED.

3. GOVERNANCE

Laura Hunter talked through the handout labeled Governance Discussion. Laura and Jim discussed the composition Steering Committee, Sub Committees and how the Steering Committee members were assigned to the two Sub Committees and how UEN staff and outside sources played a role on these Sub Committees.

Rich Finlinson reviewed past structure and how UEN has evolved. Please refer to the handout labeled Historical Overview for the Governing, Structure and Planning Approaches from 1989 to 2012.

Brenda wrote several of the suggestions regarding structure of the Advisory Council on the white board. A few of the suggestions were as follows:

- One committee with 24 participants, 3 core areas, who serves
- One committee with 12 people each on 2 subgroups (TBD), who serves
- One committee with 12 people each on 3 subgroups (TBD), who serves

The Board discussed Advisory Council makeup, core areas, who the Committee serves, frequency of meetings and if they should meet before or after the UEN Board Meeting.

Brenda went through the suggestions for the Advisory Council "roles" which can be found on the back of the Governance Discussion handout. It was determined that 28 roles were too many. After going through this list it was condensed down to 18 members to cover the three core areas that UEN serves, i.e. Post-Secondary, K-12, Others. Two Board members would also serve on the Advisory Council, bringing the total to 20.

A motion was made by Eric to select three members from the UEN Board to work together to help form the Advisory Council and a substitute motion was made by Dana and seconded to include the opportunity to advise or recommend to the Board who the committee members should be. The motion was seconded with the substitute. Those who approved the motion are: Eric, Brenda, Gary, Dana, Glen, Barry, Ray and Robert. Those who opposed the motion: Clark. THE MOTION CARRIED. The three Committee Members are Barry Walker, Ray Walker and Dana Miller.

Next item for discussion was the handout labeled Board Responsibilities. Clark raised a question regarding policy. The current list does not reflect any policy approval process. It was suggested that item 4 will read as follows:

4. Ensure effective planning and establish policy. Boards must actively participate in an overall planning and policy process and assist in implementing and monitoring the plan and policy goals.

Laura Hunter introduced guest speaker David Jones, Assistant Attorney General Office. David presented an overview of the Open and Public Meetings Act. David also distributed a handout of his Power Point presentation and reminded the Board they should schedule this training annually.

A draft MOU clarifying the "administrative management" role of The University of Utah was distributed. Discussion on the MOU was deferred to the next meeting so David Jones and Board members had more time to review it.

Eric shared with the Board Members that a draft of the UEN Bylaws is included in their materials and he asked each member to read through them to be prepared for the May Board Meeting.

Board members also agreed they'd like to keep the same process for how Board Meeting materials are presented and distributed one week in advance as a single PDF.

4. FINANCE

Lisa Kuhn presented a brief history of UEN funding and a spreadsheet summarizing the last 11 years of State and Federal Appropriations. The appropriations are broken out by one-time funding, on-going funding, E-Rate dollars, CSG and circuit budget. Lisa also had a breakdown of UEN's E-Rate discount history. In 2003 we were at a 60% discount and that has increased up to 72% for 2013. The handout "Challenges in Collecting Free and Reduced School Lunch Data" was also included in her materials.

A spreadsheet labeled UEN Infrastructure Service Expense Summary I shows FY2012 Budgeted and Actual amounts for Networking Services, Application Hosting, Application Support and UEN Overhead. Lisa also reported that UEN is audited by an external company once a year to meet CPB requirements.

Lisa had her staff prepare more detailed spreadsheets with a breakout of each department within UEN on their FY2012 Budget Income. This spreadsheet can be found in your materials.

Next on the agenda was the Future Finance portion. Please refer to the handout that has a detailed UEN Budget Timeline by month.

The UEN Staff went through the Organizational History of UEN along with how the Strategic Plans and Formats came about. Please refer to the website below for more detailed previous years Strategic Plans.

* http://www.uen.org/board/materials/index.shtml

Laura reported on the status of the FY2012 Strategic Plan Core Area Initiatives. Please refer to the handout for the update information.

Steve Corbató presented an update on the NTIA/BTOP project via Power Point. We are still on track for completion of this Grant Project. There is another opportunity that developed regarding money from this particular grant. It entails upgrading the UEN network from a 10 gigabit to 100 gigabit pipeline. There was discussion regarding future one-time and ongoing funds if this were to take place, with an informal agreement that approximately half of the match may come from UEN and the other half from the USHE CIO's.

A motion was made by Dana and seconded to give the Interim Executive Director the approval to act on this opportunity as he best sees fit. The members present voted unanimously. THE MOTION CARRIED.

Eric and Jim reported on the Technical Services Analysis Report that was conducted and completed by Kelly C. McDonald. This document analyzes the Technical Services Group within the Utah Education Network. Please refer to the booklet that was included in your materials.

Jim shared with the Committee that there have been some Commercial VoIP issues between South Central and 2 School Districts.

A motion was made by Eric and seconded to close this portion of the meeting to review possible litigation concerns. The members present voted unanimously. THE MOTION CARRIED.

CLOSED MEETING

Jim gave a very detailed report to the Committee about the issues and concerns that are happening between South Central Communications, Jive Communications, Garfield and Piute School Districts regarding VoIP and E-Rate filings. Please refer to the attached handout for the details.

Jim shared that at this point and time things were fairly calm and that there would be more meetings with South Central regarding contracts. UEN is trying to take a neutral stand between all parties involved.

A motion was made by Ray and seconded to return this meeting to open status. The members present voted unanimously. THE MOTION CARRIED.

OPEN MEETING

The last topic for discussion was the UEN Top Five Priorities. The Top Five Priorities for UEN include: Partnerships, Property, Projects, Processes and Planning. The staff at UEN has worked with Eric these last few months on the "5 Questions" and will soon move from the "Do" phase to the "Should" phase. Three of the questions are listed below and will be discussed in more detail at future meetings.

5. **PLANNING**

- Whom should we serve and what do they need to do?
- What services should we provide so that they can do what they need to do?
- How should we know we are doing a great job?

A motion was made by Clark and seconded to adjourn the UEN Board Retreat Meeting. The members present voted unanimously. THE MOTION CARRIED.

Respectfully submitted,
Denise Elwood, *Board Secretary*

Governance

Action and Discussion Items

BOARD BUSINESS

1. **Electronic Meetings** (co-chairs) **– Action**
   - Description − To comply with the Open and Public Meeting Act, the UEN Board must adopt a resolution regarding the use of electronic meetings.
   - Recommendation − It is recommended that the UEN Board adopt the *Rules Governing the Use of Electronic Meetings* as presented, and direct one of its Co-Chairs to sign the resolution on behalf of the Board.

2. **MOU Clarifying Administrative Management** (co-chairs) **– Action**
   - Description − The MOU clarifies the "administrative management" role and relationship between The University of Utah and UEN.
   - Recommendation − This item was tabled during the April 16 meeting and is now presented as an action item.

3. **Bylaws – identify bylaws committee** (co-chairs) **– Discussion**
   - Description − Revision of the UEN statute requires addressing and rewriting the UEN bylaws.
   - Recommendation − It is recommended that Board members appoint a bylaws committee, supported by UEN staff, to draft the revised bylaws and bring their recommendations to the Board at a future meeting.

ADVISORY COUNCIL BUSINESS

1. **Report on Council membership** (Barry, Dana, Ray) **– Discussion**
   - Description − At the April 16 meeting, Board members agreed on a process to form the Advisory Council and appointed an ad-hoc sub-committee for this purpose. Sub-committee members will provide an update.
   - Recommendation − It is recommended that Advisory Council Business remain a standing agenda item for UEN Board meetings.

OTHER

Financial

Action and Discussion Items

OPERATIONAL BUDGETS

1. **Public Ed recommendations on elementary connectivity criteria** (Brenda, Barry, Clark, Glen) **– Action** ATTACHMENT

   - Description – The subcommittee met on May 1, 2012 to determine priorities for the $450,000 annual ongoing network circuit funds. A summary of the recommendations are included in the attachment.

   - Recommendation – It is recommended that the Board approve the subcommittee priorities.

2. **FY2013 DRAFT Budget** (Lisa) **– Discussion** ATTACHMENT

   - Description – A draft budget for FY2013 is presented for committee review. The UEN budget has traditionally been organized by departments as presented in this Board meeting. A draft budget organized by service areas, along with priorities for one-time funding will also be distributed to the Board for discussion in the June Board meeting.

   - Recommendation – It is recommended that Board members review and discuss the draft budgets prior to the fiscal year start on July 1. Action on the budget is slated for the June Board meeting.

CAPITAL BUDGETS – Action/Discussion

1. **Update on 100 Gig BTOP Expansion** (Lisa)

OTHER

ATTACHMENT – Public Ed recommendations on elementary connectivity criteria

Recommended Funding Priorities for K-6 UEN Network Circuit Funding
($450,000 annually)

Annual Cost	Priority	Result
$49,202	18 Charter Schools where UEN pays 1/3rd and charter schools pay 2/3rd circuit costs after E-rate	Majority of these charter schools have elementary and secondary grades (K-8). UEN would pay 100% of the costs which typically UEN pays for all public secondary schools
$343,769 (one-third of $1,041,725)	Proportionally applied to 273 K-6 schools on basis where UEN negotiates contracts and bills the districts and schools 100% of the costs after E-rate.	This would move 273 schools into the 2/3rd District and UEN 1/3rd funding model after E-rate. Total K-6 school circuits with this model would be 329 (instead of 56).
$57,029	Existing K-6 schools that do not have broadband Ethernet connections. UEN would prioritize due to new contracts and project this year (Boulder Elementary, Lake Powell School, Koosharem Elementary, Anna Smith Elementary, Vernon Elementary School, etc.)	There are still about ten elementary schools in Alpine School District that do not have broadband Ethernet connections as well as Snowville Elementary School in Box Elder District.

ATTACHMENT – Public Ed recommendations on elementary connectivity criteria

UEN Elementary Schools K-6 and Charter K-12 Schools

Number of Elementary Schools		Recurring Costs	
		School District	
District Controlled Contracts	**127**		
Radio/Microwave	**24**		UEN's operating budget
Telcom			
No Charge (UTOPIA 7, I-provo 13)	20		No annual charge
Annual MRC Statewide Erate Discount 71%	52	$	97,846
Dark Fiber Installations	**31**		Paid by UEN/School Districts
BTOP Elementary Schools	**69**		
Annual MRC Statewide Erate Discount 71%			Paid by UEN
District pays 2/3rds UEN pays 1/3rds	**56**		
Annual MRC Statewide Erate Discount 71%		$	166,754
UEN Managed Contracts Elementary Schools	**273**		
Annual MRC Statewide Erate Discount 71%		$	1,041,725
UEN Pays 100% Elementary Schools	**10**		
Annual MRC Statewide Erate Discount 71%			Paid by UEN
TOTAL ELEMENTARY SCHOOLS	**535**	$	*1,306,325*
Number of Charter Schools		Recurring Costs	
		School District	
Charter Controlled Contracts	**39**		
	39		Do not come through UEN
BTOP Charter Schools	**22**		Paid by UEN
Charter Schools Pay 2/3rd UEN pays 1/3rds (K-9 and above)	**18**	$	**49,202**
UEN Managed Contracts Charter Schools	**5**		Paid by UEN
UEN Pays 100% Charter Schools	**8**		Paid by UEN
TOTAL CHARTER SCHOOLS	**92**	$	49,202
Total Elementary and Charter Schools	**627**	$	1,355,527.14

ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
INCOME

SOURCES OF INCOME	APPROVED BUDGET FY 2012	PROPOSED BUDGET FY 2013	CHANGE
STATE APPROPRIATIONS			
UEN Legislative Funding (On-Going)	17,080,000	17,411,100	$331,100
INTEREST INCOME			
KUEN/EDNET/UtahLINK	11,500	4,000	($7,500)
CARRY FORWARD			
KUEN TV Workshops	-	19,168	$19,168
Financial Literacy in the Classroom	65,016	35,000	($30,016)
Thinkfinity - Verizon	5,517	-	($5,517)
CORPORATION FOR PUBLIC BROADCASTING			
Community Service Grant	2,900,000	2,935,000	$35,000
KUED DIRECT SUPPORT			
Traning & Content	22,530	22,530	$0
Public Information	16,500	16,500	$0
GRANT INCOME			
BTOP STIMULUS GRANT Rnd 1	5,400,000	132,000	($5,268,000)
USOE and UIMC FY 11	22,530	22,530	$0
Distance Service Grant FY12	47,300	48,000	$700
Internet Safety Project SECP 9E02	13,375	-	($13,375)
Internet Safety Project SECP 10E02	173,950	108,000	($65,950)
Internet Safety Project SECP 11E02	78,000	78,000	$0
CPB-ATSC Mobile Handhelds FY11	28,106	-	($28,106)
Utah Data Alliance	2,014,719	1,563,065	($451,654)
State Homeland Security Program Grant	40,987	-	($40,987)
NSF EPSCoR CI-WATER	-	29,350	$29,350
OTHER INCOME			
CMS Reimbursement (Canvas)	267,000	596,105	$329,105
Universal Service Fund Discounts	11,172,957	12,100,000	$927,043
Dutch John Rental	4,500	5,000	$500
ITS Internet Access	120,000	120,000	$0
Library Internet Access	21,000	21,000	$0
Idaho State University Internet 1	-	4,200	$4,200
UTIPS/USOE Data Backup Usage - Enterprise	151,638	-	($151,638)
MOVI Licenses (to fund TSSC Infrastructure)	25,000	59,450	$34,450
Cach Valley Electric Recovery - Tandberg & Codecs	-	184,300	$184,300
COMPUTER OPERATIONS			
KUED Admin/Development	29,492	29,500	$8
KUER	14,387	14,400	$13
Media Solutions	18,336	18,300	($36)
TOTAL INCOME	**39,744,340**	**35,576,498**	**(4,381,492)**

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ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
BUDGET SUMMARY

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	CPB GRANTS	DATA ALLIANCE	E-RATE	BTOP	OTHER	TOTAL
Administration	2,155,710	2,143,596	-	(12,114)	1,419,075	692,521	-	-	32,000	-	2,143,596
Public Information / Communications	189,370	187,205	-	(2,165)	165,705	-	-	-	5,000	16,500	187,205
Technical Services											
Operations	16,719,850	17,618,665	-	898,815	5,373,465	-	-	12,100,000	-	145,200	17,618,665
Network Operations Center	1,424,721	1,376,858	61,000	13,137	1,427,858	-	-	-	10,000	-	1,437,858
Network Engineer	660,603	649,851	-	(10,752)	639,851	-	-	-	10,000	-	649,851
Field Operations	1,672,615	1,536,877	206,663	70,925	1,698,540	-	-	-	45,000	-	1,743,540
Application Engineer	616,116	609,453	-	(6,662)	599,453	-	-	-	10,000	-	609,453
Technical Service Planning	271,571	235,852	-	(35,719)	225,852	-	-	-	10,000	-	235,852
Security	329,124	329,439	-	315	319,439	-	-	-	10,000	-	329,439
Enterprise Applications Support	869,744	1,182,014	-	312,270	1,119,814	-	-	-	-	62,200	1,182,014
Course Management Systems	1,667,341	1,457,757	-	(209,584)	861,652	-	-	-	-	596,105	1,457,757
Research Network (NLR)	312,000	225,010	-	(86,990)	225,010	-	-	-	-	-	225,010
Software Development	648,368	561,161	-	(87,207)	561,161	-	-	-	-	-	561,161
Video Operations	867,768	1,299,331	-	431,563	1,055,581	-	-	-	-	243,750	1,299,331
Advocates (Dist. Ed. Serv.)	180,363	180,749	-	386	180,749	-	-	-	-	-	180,749
Logistics	49,576	49,992	-	416	49,992	-	-	-	-	-	49,992
Instructional Services											
IS Grants	89,701	64,350	-	(25,351)	-	-	-	-	-	64,350	64,350
KUEN Programming	686,510	682,623	19,168	15,181	37,993	635,530	-	-	-	28,168	701,691
IS Operations	822,634	843,850	-	21,216	665,322	155,999	-	-	-	22,530	843,850
IS Web Resources	638,157	635,740	-	(2,417)	64,500	571,240	-	-	-	-	635,740
IS Professional Development	665,055	672,912	-	7,857	642,382	8,000	-	-	-	22,530	672,912
Other											
BTOP Stimulus Grant Rnd 1	4,900,000	-	-	(4,900,000)	-	-	-	-	-	-	-
KUEN Broadcast Engineering	676,725	557,946	66,059	(52,719)	-	624,005	-	-	-	-	624,005
Operations and Maintenance	430,000	327,397	46,015	(56,588)	243,412	130,000	-	-	-	-	373,412
Internet Safety 9E02 & 10E02 & 11E02	186,000	186,000	-	-	-	-	-	-	-	186,000	186,000
Utah Data Alliance	2,014,719	1,563,065	-	(451,654)	-	-	1,563,065	-	-	-	1,563,065
TOTAL EXPENSES	39,744,340	35,177,593	398,905	(4,167,842)	17,411,100	2,983,000	1,563,065	12,100,000	132,000	1,387,333	35,576,498
TOTAL INCOME	39,744,340				48.94%	8.38%	4.39%	34.01%	0.37%	3.90%	100.00%

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ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
ADMINISTRATION

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	CPB GRANTS	BTOP	TOTAL
Personnel	$ 1,253,950	$ 1,265,729		$ 11,779	$ 732,928	$ 500,801	$ 32,000	$ 1,265,729
Auditor	$ 32,000	$ 24,000		$ (8,000)	$ -	$ 24,000	$ -	$ 24,000
Consultant	$ 1,000	$ 1,000		$ -	$ -	$ 1,000	$ -	$ 1,000
Supplies	$ 42,000	$ 42,000		$ -	$ 15,760	$ 26,240	$ -	$ 42,000
Phones	$ 91,775	$ 73,000		$ (18,775)	$ 73,000	$ -	$ -	$ 73,000
Professional Development	$ 23,000	$ 23,000		$ -	$ 1,000	$ 22,000	$ -	$ 23,000
Equipment	$ 5,000	$ 5,000		$ -	$ 5,000	$ -	$ -	$ 5,000
In-State Travel	$ 3,000	$ 3,000		$ -	$ -	$ 3,000	$ -	$ 3,000
Legal Administration	$ 5,000	$ 5,000		$ -	$ -	$ 5,000	$ -	$ 5,000
Tech Administration	$ 238,977	$ 239,672		$ 695	$ 239,672	$ -	$ -	$ 239,672
Tech Admin. Travel & Prof. Devel.	$ 18,000	$ 18,000		$ -	$ 18,000	$ -	$ -	$ 18,000
Instructional Services Administration	$ 235,628	$ 237,815		$ 2,187	$ 127,335	$ 110,481	$ -	$ 237,815
I.S. Travel & Prof. Devel.	$ 8,000	$ 8,000		$ -	$ 8,000	$ -	$ -	$ 8,000
Office of Info. Tech.	$ 198,380	$ 198,380		$ -	$ 198,380	$ -	$ -	$ 198,380
EXPENSE TOTALS	$ 2,155,710	$ 2,143,596	$ -	$ (12,114)	$ 1,419,075	$ 692,521	$ 32,000	$ 2,143,596

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ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
PUBLIC INFORMATION/COMMUNICATIONS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES			
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	CPB GRANTS	BTOP	OTHER	TOTAL
Personnel	$ 121,370	$ 123,205		$ 1,835	$ 101,705	$ 5,000	$ 16,500	$ 123,205
Advertising	$ 44,000	$ 40,000		$ (4,000)	$ 40,000	$ -	$ -	$ 40,000
Professional Development	$ 5,000	$ 5,000		$ -	$ 5,000	$ -	$ -	$ 5,000
In-State Travel	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ -	$ 1,000
Equipment	$ 2,000	$ 2,000		$ -	$ 2,000	$ -	$ -	$ 2,000
Supplies	$ 8,000	$ 8,000		$ -	$ 8,000	$ -	$ -	$ 8,000
Special Events	$ 8,000	$ 8,000			$ 8,000			$ 8,000
EXPENSE TOTALS	**$ 189,370**	**$ 187,205**	**$ -**	**$ (2,165)**	**$ 165,705**	**$ 5,000**	**$ 16,500**	**$ 187,205**

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ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
OPERATIONS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	E-RATE	OTHER	TOTAL
Regional Help Desk Sup (NUES,CUES,SESC,SEDC)	$ 239,818	$ 244,818		$ 5,000	$ 244,818	$ -	$ -	$ 244,818
Supplies	$ 5,000	$ 3,000		$ (2,000)	$ 3,000	$ -	$ -	$ 3,000
Internet Access	$ 900,000	$ 700,000		$ (200,000)	$ 57,800	$ 497,000	$ 145,200	$ 700,000
Circuit Charges	$ 15,200,000	$ 15,881,315		$ 681,315	$ 4,597,815	$ 11,283,500	$ -	$ 15,881,315
Elementary School Circuits	$ -	$ 450,000		$ 450,000	$ 130,500	$ 319,500	$ -	$ 450,000
Statewide Dial-in Network Services	$ 15,000	$ 1,500		$ (13,500)	$ 1,500	$ -	$ -	$ 1,500
Remote Access Pagers/WiFi Cards	$ 22,000	$ -		$ (22,000)	$ -	$ -	$ -	$ -
Regional Support - Dist Ed Staff Supp San Juan Cnty - Paid to CEU/USU	$ 55,969	$ 55,969		$ -	$ 55,969	$ -	$ -	$ 55,969
Regional Support - SEDC 10K / SEDC Intern 3.68K / CUES 5K	$ 18,680	$ 18,680		$ -	$ 18,680	$ -	$ -	$ 18,680
Regional Traning Specialists	$ 263,383	$ 263,383		$ -	$ 263,383	$ -	$ -	$ 263,383
EXPENSE TOTALS	**$ 16,719,850**	**$ 17,618,665**	**$ -**	**$ 898,815**	**$ 5,373,465**	**$ 12,100,000**	**$ 145,200**	**$ 17,618,665**

ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
NETWORK OPERATIONS CENTER

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL ON-GOING	CHANGE	STATE FUNDS	BTOP	TOTAL
Personnel	$ 501,773	$ 693,655		$ 191,882	$ 683,655	$ 10,000	$ 693,655
Staff Equipment	$ 6,000	$ 6,000		$ -	$ 6,000	$ -	$ 6,000
Professional Development & Out-of-State Travel	$ 15,000	$ 15,000		$ -	$ 15,000	$ -	$ 15,000
Equipment - HUB & End Site Maintenance	$ 362,359	$ 250,000		$ (112,359)	$ 250,000	$ -	$ 250,000
Maintenance & Renewals	$ 232,151	$ 218,000		$ (14,151)	$ 218,000	$ -	$ 218,000
Network Tools & Monitoring	$ 175,938	$ 61,703	$ 61,000	$ (53,235)	$ 122,703	$ -	$ 122,703
Network Filtering	$ 110,000	$ 110,000		$ -	$ 110,000	$ -	$ 110,000
Supplies	$ 4,000	$ 5,000		$ 1,000	$ 5,000	$ -	$ 5,000
Travel (In-State)	$ 2,500	$ 2,500		$ -	$ 2,500	$ -	$ 2,500
Remote Access / Pager / WiFi Cards	$ 15,000	$ 15,000		$ -	$ 15,000	$ -	$ 15,000
EXPENSE TOTALS	$ 1,424,721	$ 1,376,858	$ 61,000	$ 13,137	$ 1,427,858	$ 10,000	$ 1,437,858

UTAH EDUCATION NETWORK
FY 2013 BUDGET
NETWORK ENGINEERING

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL ON-GOING	CHANGE	STATE FUNDS	BTOP	TOTAL
Personnel	$ 602,103	$ 594,851		$ (7,252)	$ 584,851	$ 10,000	$ 594,851
In-State Travel	$ 4,000	$ 4,000		$ -	$ 4,000	$ -	$ 4,000
Equipment	$ 5,000	$ 5,000		$ -	$ 5,000	$ -	$ 5,000
Supplies (Misc. Staff Equip, Lab Support)	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ 1,000
Professional Development	$ 25,000	$ 25,000		$ -	$ 25,000	$ -	$ 25,000
Network Lab	$ 10,000	$ 10,000		$ -	$ 10,000	$ -	$ 10,000
Remote Access / Cell & Pager	$ 13,500	$ 10,000		$ (3,500)	$ 10,000	$ -	$ 10,000
EXPENSE TOTALS	$ 660,603	$ 649,851	$ -	$ (10,752)	$ 639,851	$ 10,000	$ 649,851

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
FIELD OPERATIONS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET — CAPITAL	CHANGE	UEN FUNDING SOURCES — STATE FUNDS	UEN FUNDING SOURCES — BTOP	UEN FUNDING SOURCES — TOTAL
Personnel	$ 1,053,452	$ 1,071,895		$ 18,443	$ 1,026,895	$ 45,000	$ 1,071,895
Equipment - Hub & End Site Development	$ 229,382	$ 229,382		$ -	$ 229,382	$ -	$ 229,382
New Vehicle FY11	$ 26,618		$ 26,000	$ (618)	$ 26,000	$ -	$ 26,000
Professional Development	$ 14,000	$ 20,000		$ 6,000	$ 20,000	$ -	$ 20,000
In-State Travel (Network Maintenance)	$ 37,500	$ 37,500		$ -	$ 37,500	$ -	$ 37,500
Vehicle Maintenance, Gas, Oil and Repair	$ 46,000	$ 46,000		$ -	$ 46,000	$ -	$ 46,000
IVC Parts and Supplies	$ 15,000	$ 15,000		$ -	$ 15,000	$ -	$ 15,000
Leased Vehicles	$ 20,000	$ 15,000		$ (5,000)	$ 15,000	$ -	$ 15,000
Contracted and Rental Services	$ 5,000	$ 7,000		$ 2,000	$ 7,000	$ -	$ 7,000
Supplies	$ 30,000	$ 30,000		$ -	$ 30,000	$ -	$ 30,000
Staff Support Equipment	$ 25,000		$ 25,000	$ -	$ 25,000	$ -	$ 25,000
IVC End Site Improvements	$ 50,000	$ 50,000		$ -	$ 50,000	$ -	$ 50,000
Equipment Room & Shop	$ 10,000		$ 10,000	$ -	$ 10,000	$ -	$ 10,000
ERIP - Building IVC Rooms	$ 110,663		$ 110,663	$ (0)	$ 110,663	$ -	$ 110,663
Cell Phone / Wifi / Remote Internet Access	$ -	$ 15,100		$ 15,100	$ 15,100	$ -	$ 15,100
Battery Replacement (Clay Hills Solar Comm Site)	$ -		$ 35,000	$ 35,000	$ 35,000	$ -	$ 35,000
Microwave Maintenance (Annual Service Contract)	$ -			$ -	$ -	$ -	$ -
ATV, Microwave Support Vehicle	$ -			$ -	$ -	$ -	$ -
New Microwave Radios	$ -			$ -	$ -	$ -	$ -
Microwave NTU Project (San Juan & Daggett Counties)	$ -			$ -	$ -	$ -	$ -
EXPENSE TOTALS	**$ 1,672,615**	**$ 1,536,877**	**$ 206,663**	**$ 70,925**	**$ 1,698,540**	**$ 45,000**	**$ 1,743,540**

UTAH EDUCATION NETWORK
FY 2013 BUDGET
APPLICATION ENGINEERING

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET — CAPITAL ON-GOING	CHANGE	UEN FUNDING SOURCES — STATE FUNDS	UEN FUNDING SOURCES — BTOP	UEN FUNDING SOURCES — TOTAL
Personnel	$ 576,248	$ 580,253		$ 4,005	$ 570,253	$ 10,000	$ 580,253
SEDC - RUS Grant (Subrecipient UEN, Jeff Egly)	$ 18,168	$ -			$ -	$ -	$ -
Software & Supplies	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ 1,000
In-State Travel	$ 1,700	$ 2,000		$ 300	$ 2,000	$ -	$ 2,000
Equipment	$ 6,000	$ 6,000		$ -	$ 6,000	$ -	$ 6,000
Supplies (Misc. Staff Equip. Lab Support)	$ 3,000	$ 3,000		$ -	$ 3,000	$ -	$ 3,000
Professional Development	$ 10,000	$ 10,000		$ -	$ 10,000	$ -	$ 10,000
Cell Phone / Wifi / Remote Internet Access	$ -	$ 7,200		$ 7,200	$ 7,200		$ 7,200
EXPENSE TOTALS	**$ 616,116**	**$ 609,453**	**$ -**	**$ (6,662)**	**$ 599,453**	**$ 10,000**	**$ 609,453**

ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
TECHNICAL SERVICE PLANNING

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	BTOP	TOTAL
Personnel	$ 248,761	$ 222,852		$ (25,909)	$ 212,852	$ 10,000	$ 222,852
Staff Equipment	$ 2,000	$ 2,000		$ -	$ 2,000	$ -	$ 2,000
Software & Supplies	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ 1,000
In-State Travel	$ 1,000	$ 2,000		$ 1,000	$ 2,000	$ -	$ 2,000
Remote Phone/Pager Access/WiFi Data Cards	$ 3,810	$ 3,000		$ (810)	$ 3,000	$ -	$ 3,000
Professional Development	$ 5,000	$ 5,000		$ -	$ 5,000	$ -	$ 5,000
Consulting Etc. (Real Server Licensing)	$ 10,000	$ -		$ (10,000)	$ -	$ -	$ -
EXPENSE TOTALS	**$ 271,571**	**$ 235,852**	**$ -**	**$ (35,719)**	**$ 225,852**	**$ 10,000**	**$ 235,852**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
SECURITY

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	BTOP	TOTAL
Personnel	$ 273,824	$ 272,739		$ (1,085)	$ 262,739	$ 10,000	$ 272,739
Security Projects & Employee Equipment & Software	$ 30,000	$ 30,000		$ -	$ 30,000	$ -	$ 30,000
Staff Equipment	$ 4,000	$ 4,000		$ -	$ 4,000	$ -	$ 4,000
Professional Development	$ 3,000	$ 3,000		$ -	$ 3,000	$ -	$ 3,000
In-State Travel	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ 1,000
Software Licensing	$ 5,700	$ 5,700		$ -	$ 5,700	$ -	$ 5,700
UtahSaint Project - Technical Summit	$ 7,500	$ 7,500		$ -	$ 7,500	$ -	$ 7,500
Phone / Pager Access / WiFi Data Cards	$ 3,100	$ 4,500		$ 1,400	$ 4,500		$ 4,500
Supplies	$ 1,000	$ 1,000		$ -	$ 1,000	$ -	$ 1,000
EXPENSE TOTALS	$ 329,124	$ 329,439	$ -	$ 315	$ 319,439	$ 10,000	$ 329,439

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
ENTERPRISE APPLICATIONS SUPPORT

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET — CAPITAL	CHANGE	UEN FUNDING SOURCES — STATE FUNDS	UEN FUNDING SOURCES — Data Alliance	UEN FUNDING SOURCES — OTHER	UEN FUNDING SOURCES — TOTAL
Personnel	$ 343,891	$ 542,965		$ 199,074	$ 542,965		$ -	$ 542,965
Hardware and Hardware Maintenance	$ 283,818	$ 283,818		$ -	$ 221,618		$ 62,200	$ 283,818
Software and Software Maintenance	$ 204,620	$ 321,136		$ 116,516	$ 321,136		$ -	$ 321,136
Supplies	$ 12,500	$ 11,400		$ (1,100)	$ 11,400		$ -	$ 11,400
Professional Development	$ 10,000	$ 10,000		$ -	$ 10,000		$ -	$ 10,000
Telcomm Costs / Dial-in Equipment	$ 14,915	$ 12,695		$ (2,220)	$ 12,695		$ -	$ 12,695
EXPENSE TOTALS	$ 869,744	$ 1,182,014	$ -	$ 312,270	$ 1,119,814		$ 62,200	$ 1,182,014

UTAH EDUCATION NETWORK
FY 2013 BUDGET
COURSE MANAGEMENT SYSTEMS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET — CAPITAL	CHANGE	UEN FUNDING SOURCES — STATE FUNDS	UEN FUNDING SOURCES — Data Alliance	UEN FUNDING SOURCES — OTHER	UEN FUNDING SOURCES — TOTAL
Personnel	$ 317,403	$ 103,310		$ (214,093)	$ 103,310		$ -	$ 103,310
Hardware and Hardware Maintenance	$ 294,860	$ 37,043		$ (257,817)	$ 37,043		$ -	$ 37,043
Software and Software Maintenance	$ 1,038,753	$ 1,311,339		$ 272,586	$ 715,234		$ 596,105	$ 1,311,339
Professional Development	$ 11,000	$ 3,000		$ (8,000)	$ 3,000		$ -	$ 3,000
Telcomm Costs / Equipment	$ 4,925	$ 3,065		$ (1,860)	$ 3,065		$ -	$ 3,065
Supplies	$ 400	$ -		$ (400)	$ -		$ -	$ -
EXPENSE TOTALS	$ 1,667,341	$ 1,457,757	$ -	$ (209,584)	$ 861,652		$ 596,105	$ 1,457,757

UTAH EDUCATION NETWORK
FY 2013 BUDGET
UTAH DATA ALLIANCE GRANT / USOE

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET — OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET — CAPITAL	CHANGE	UEN FUNDING SOURCES — STATE FUNDS	UEN FUNDING SOURCES — Data Alliance	UEN FUNDING SOURCES — OTHER	UEN FUNDING SOURCES — TOTAL
Personnel	$ 663,627	$ 312,065		$ (351,562)	$ -	$ 312,065	$ -	$ 312,065
Equipment	$ 1,157,911	$ 308,500		$ (849,411)	$ -	$ 308,500	$ -	$ 308,500
Travel and Training	$ 21,510	$ 57,500		$ 35,990	$ -	$ 57,500	$ -	$ 57,500
Consultant	$ 100,000	$ 860,000		$ 760,000	$ -	$ 860,000	$ -	$ 860,000
F & A	$ 71,672	$ 25,000		$ (46,672)	$ -	$ 25,000	$ -	$ 25,000
EXPENSE TOTALS	$ 2,014,719	$ 1,563,065	$ -	$ (451,654)	$ -	$ 1,563,065	$ -	$ 1,563,065

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
RESEARCH NETWORK

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET		CHANGE	UEN FUNDING SOURCES	
		OPERATIONAL ON-GOING	CAPITAL		STATE FUNDS	TOTAL
NLR Fee (FRGP Fees & Equipment)	$ 100,000			$ (100,000)	$ -	$ -
Internet 2 + Quilt	$ 100,000	$ 102,000		$ 2,000	$ 102,000	$ 102,000
CHPC Research Support	$ 50,000	$ 50,000		$ -	$ 50,000	$ 50,000
Level-3 CoLo+EBC<->L3 NLR LLC	$ 62,000	$ 73,010		$ 11,010	$ 73,010	$ 73,010
SC12 - Conference	$ -			$ -	$ -	$ -
EXPENSE TOTALS	**$ 312,000**	**$ 225,010**	**$ -**	**$ (86,990)**	**$ 225,010**	**$ 225,010**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
SOFTWARE DEVELOPMENT

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	TOTAL
Personnel	$ 607,868	$ 524,661		$ (83,207)	$ 524,661	$ 524,661
Software and Software Maintenance	$ 8,000	$ 8,000		$ -	$ 8,000	$ 8,000
Equipment	$ 5,000	$ 5,000		$ -	$ 5,000	$ 5,000
Supplies	$ 2,000	$ 2,000		$ -	$ 2,000	$ 2,000
Professional Development	$ 22,000	$ 18,000		$ (4,000)	$ 18,000	$ 18,000
Remote Phone/Pager Access/WiFi Data Cards	$ 3,500	$ 3,500		$ -	$ 3,500	$ 3,500
EXPENSE TOTALS	**$ 648,368**	**$ 561,161**	**$ -**	**$ (87,207)**	**$ 561,161**	**$ 561,161**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
TSSC (Technical Services Support Center)

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	OTHER	TOTAL
Personnel	$ 316,314	$ 712,031		$ 395,717	$ 712,031	$ -	$ 712,031
Staff FTE Request	$ -			$ -	$ -	$ -	$ -
Parts & Supplies	$ 4,500	$ 4,500		$ -	$ 4,500	$ -	$ 4,500
Equipment	$ 25,000	$ 25,000		$ -	$ 25,000	$ -	$ 25,000
Service Contracts Codecs/MCU	$ 465,454	$ 494,000		$ 28,546	$ 250,250	$ 243,750	$ 494,000
Telephone and Support VOIP/IP	$ 21,000	$ 21,000		$ -	$ 21,000	$ -	$ 21,000
In-State Travel	$ 2,500	$ 5,000		$ 2,500	$ 5,000	$ -	$ 5,000
Vehicles for USU Base Field Tech	$ -	$ 4,800		$ 4,800	$ 4,800	$ -	$ 4,800
Telephones	$ 8,000	$ 8,000		$ -	$ 8,000	$ -	$ 8,000
Professional Development	$ 25,000	$ 25,000		$ -	$ 25,000	$ -	$ 25,000
New IVC Software (1 of 3 years)	$ -			$ -	$ -	$ -	$ -
EXPENSE TOTALS	**$ 867,768**	**$ 1,299,331**	**$ -**	**$ 431,563**	**$ 1,055,581**	**$ 243,750**	**$ 1,299,331**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
ADVOCATES

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	TOTAL
Personnel	$ 154,735	$ 157,161		$ 2,426	$ 157,161	$ 157,161
Supplies	$ 1,000	$ 1,000		$ -	$ 1,000	$ 1,000
Equipment	$ 2,600	$ 2,600		$ -	$ 2,600	$ 2,600
Wi-Fi data cards	$ 1,440	$ 1,200		$ (240)	$ 1,200	$ 1,200
Phones	$ 2,088	$ 2,088		$ -	$ 2,088	$ 2,088
Professional Development	$ 6,000	$ 2,000		$ (4,000)	$ 2,000	$ 2,000
In-State Travel	$ 12,500	$ 12,500		$ -	$ 12,500	$ 12,500
Remote Access	$ -	$ 2,200		$ 2,200	$ 2,200	$ 2,200
EXPENSE TOTALS	**$ 180,363**	**$ 180,749**	**$ -**	**$ 386**	**$ 180,749**	**$ 180,749**

UTAH EDUCATION NETWORK
FY 2013 BUDGET
LOGISTICS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	TOTAL
Personnel	$ 41,414	$ 42,892		$ 1,478	$ 42,892	$ 42,892
Equipment & Office Supplies	$ 2,000	$ 1,000		$ (1,000)	$ 1,000	$ 1,000
Professional Development	$ 5,662	$ 5,600		$ (62)	$ 5,600	$ 5,600
In-State Travel	$ 500	$ 500		$ -	$ 500	$ 500
EXPENSE TOTALS	**$ 49,576**	**$ 49,992**	**$ -**	**$ 416**	**$ 49,992**	**$ 49,992**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
IS GRANTS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET		CHANGE	UEN FUNDING SOURCES
		OPERATIONAL ON-GOING	CAPITAL		OTHER
Intel Grant - Classic	$ 19,168	$ -		$ (19,168)	$ -
ThinkFinity Partnership	$ 5,517	$ -		$ (5,517)	$ -
Financial Literacy in the Classroom	$ 65,016	$ 35,000		$ (30,016)	$ 35,000
NSF EPSCoR CI-WATER	$ -	$ 29,350		$ 29,350	$ 29,350
EXPENSE TOTALS	**$ 89,701**	**$ 64,350**	**$ -**	**$ (25,351)**	**$ 64,350**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
KUEN PROGRAMMING

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES			
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	CPB GRANTS	OTHER	TOTAL
KUEN Program Purchases	$ 442,342	$ 440,000		$ (2,342)	$ -	$ 440,000	$ -	$ 440,000
KUEN On Air	$ 16,500	$ 16,500		$ -	$ -	$ 16,500	$ -	$ 16,500
KUEN TV Workshops	$ 3,223	$ 3,223	$ 19,168	$ 19,168	$ 3,223	$ -	$ 19,168	$ 22,391
NETA Membership	$ 12,079	$ 17,000		$ 4,921	$ 17,000	$ -	$ -	$ 17,000
Media Storage	$ 13,000	$ 4,000		$ (9,000)	$ -	$ 4,000	$ -	$ 4,000
Dues/Fees, Wiche, PBMA	$ 58,332	$ 60,000		$ 1,668	$ 11,970	$ 39,030	$ 9,000	$ 60,000
Interconnect Dues	$ 135,234	$ 136,000		$ 766	$ -	$ 136,000	$ -	$ 136,000
Scheduling Software	$ 5,800	$ 5,800		$ -	$ 5,800	$ -	$ -	$ 5,800
EXPENSE TOTALS	**$ 686,510**	**$ 682,523**	**$ 19,168**	**$ 15,181**	**$ 37,993**	**$ 635,530**	**$ 28,168**	**$ 701,691**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
IS OPERATIONS

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	CPB GRANTS	OTHER	TOTAL
Personnel	$ 768,364	$ 793,650		$ 25,286	$ 615,122	$ 155,999	$ 22,530	$ 793,650
Supplies	$ 6,500	$ 6,500		$ -	$ 6,500	$ -	$ -	$ 6,500
In-State Travel	$ 3,000	$ 3,000		$ -	$ 3,000	$ -	$ -	$ 3,000
Leased Vehicles	$ 1,770	$ 1,700		$ (70)	$ 1,700	$ -	$ -	$ 1,700
Professional Development	$ 20,000	$ 20,000		$ -	$ 20,000	$ -	$ -	$ 20,000
Equipment	$ 12,000	$ 12,000		$ -	$ 12,000	$ -	$ -	$ 12,000
Phones/Pagers	$ 9,000	$ 5,000		$ (4,000)	$ 5,000	$ -	$ -	$ 5,000
Program Evaluations	$ 2,000	$ 2,000		$ -	$ 2,000	$ -	$ -	$ 2,000
EXPENSE TOTALS	**$ 822,634**	**$ 843,850**	**$ -**	**$ 21,216**	**$ 665,322**	**$ 155,999**	**$ 22,530**	**$ 843,850**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
IS WEB RESOURCES

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	CAPITAL	CHANGE	UEN FUNDING SOURCES STATE FUNDS	CPB GRANTS	TOTAL
Lesson Plans	$ 20,967	$ 15,000		$ (5,967)	$ 15,000	$ -	$ 15,000
Web Design & Maintenance	$ 46,737	$ 46,000		$ (737)	$ 46,000	$ -	$ 46,000
CMS Support	$ 2,000	$ 2,000		$ -	$ 2,000	$ -	$ 2,000
Content Forum	$ 1,500	$ 1,500		$ -	$ 1,500	$ -	$ 1,500
Digital Media Services	$ 56,710	$ 56,000		$ (710)	$ -	$ 56,000	$ 56,000
Pioneer Committee Workshops	$ -	$ -		$ -	$ -	$ -	$ -
Software (Pioneer Committee)	$ 510,243	$ 515,240		$ 4,997	$ -	$ 515,240	$ 515,240
EXPENSE TOTALS	**$ 638,157**	**$ 635,740**	**$ -**	**$ (2,417)**	**$ 64,500**	**$ 571,240**	**$ 635,740**

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
IS PROFESSIONAL DEVELOPMENT

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES			
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	CPB GRANTS	OTHER	TOTAL
Personnel	$ 579,591	$ 600,382		$ 20,791	$ 577,852	$ -	$ 22,530	$ 600,382
Professional Development	$ 20,744	$ 20,000		$ (744)	$ 20,000	$ -	$ -	$ 20,000
In-State Travel	$ 6,000	$ 6,000		$ -	$ 3,000	$ 3,000	$ -	$ 6,000
Leased Vehicles	$ 11,926	$ 4,200		$ (7,726)	$ 4,200	$ -	$ -	$ 4,200
Phones	$ 23,564	$ 9,000		$ (14,564)	$ 7,000	$ 2,000	$ -	$ 9,000
Equipment	$ 6,730	$ 6,730		$ -	$ 6,730	$ -	$ -	$ 6,730
Software	$ 4,500	$ 4,500		$ -	$ 4,500	$ -	$ -	$ 4,500
Workshop Supplies - Duplications/Mailings	$ 12,000	$ 22,100		$ 10,100	$ 19,100	$ 3,000	$ -	$ 22,100
Training Workshops	$ -	$ -		$ -	$ -	$ -	$ -	$ -
New Van Replacement	$ -	$ -		$ -	$ -	$ -	$ -	$ -
Mac Mini's for Lab (25)	$ -	$ -		$ -	$ -	$ -	$ -	$ -
EXPENSE TOTALS	$ 665,055	$ 672,912	$ -	$ 7,857	$ 642,382	$ 8,000	$ 22,530	$ 672,912

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UTAH EDUCATION NETWORK
FY 2013 BUDGET
KUEN BROADCAST ENGINEERING

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET OPERATIONAL ON-GOING	PROPOSED FY13 UEN BASE BUDGET CAPITAL	CHANGE	UEN FUNDING SOURCES CPB GRANTS
Personnel	$ 277,253	$ 301,807		$ 24,554	$ 301,807
KUEN Mt. Vision Transmitter Expense	$ 29,306	$ 14,000		$ (15,306)	$ 14,000
Service Contracts/Maintenance Agreements	$ 17,379	$ 17,379		$ -	$ 17,379
Supplies/Repairs	$ 15,000	$ 15,000		$ -	$ 15,000
Statewide Distribution (KUEN Projects)	$ 28,075	$ 10,000		$ (18,075)	$ 10,000
Statewide Distrib Base Budget (30%) Per KUED $71,606	$ 83,387	$ 80,000		$ (3,387)	$ 80,000
Professional Development	$ 10,000	$ 7,250		$ (2,750)	$ 7,250
Equipment	$ 66,059		$ 66,059	$ -	$ 66,059
Equipment Replacement FY13	$ -			$ -	$ -
KUEN from SD to HD Conversion	$ -			$ -	$ -
DTV Utah Operating Costs	$ 140,839	$ 112,510		$ (28,329)	$ 112,510
DTV Conversion Equipment	$ 7,427			$ (7,427)	$ -
EXPENSE TOTALS	**$ 676,725**	**$ 557,946**	**$ 66,059**	**$ (52,719)**	**$ 624,005**

UTAH EDUCATION NETWORK
FY 2013 BUDGET
OPERATIONS & MAINTENANCE

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET			UEN FUNDING SOURCES		
		OPERATIONAL ON-GOING	CAPITAL	CHANGE	STATE FUNDS	CPB GRANTS	TOTAL
Building Maintenance	$ 110,000	$ 59,472	$ 24,304	$ (26,224)	$ 83,776	$ -	$ 83,776
EBC Computer Support	$ 190,000	$ 137,925	$ 21,711	$ (30,364)	$ 159,636	$ -	$ 159,636
U of U Building O & M Expense	$ 130,000	$ 130,000		$ -	$ -	$ 130,000	$ 130,000
EXPENSE TOTALS	$ 430,000	$ 327,397	$ 46,015	$ (56,588)	$ 243,412	$ 130,000	$ 373,412

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ATTACHMENT – FY2013 DRAFT Budget

UTAH EDUCATION NETWORK
FY 2013 BUDGET
INTERNET SAFETY 10E02

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET		CHANGE	UEN FUNDING SOURCES
		OPERATIONAL ON-GOING	CAPITAL		OTHER
Personnel	$ 87,285	$ 80,000		$ (7,285)	$ 80,000
Travel		$ 10,000		$ 10,000	$ 10,000
Equipment / Supplies / Operating	$ 20,715	$ 10,000		$ (10,715)	$ 10,000
Consultant / Contracts		$ 8,000		$ 8,000	$ 8,000
EXPENSE TOTALS	**$ 108,000**	**$ 108,000**	**$ -**	**$ -**	**$ 108,000**

UTAH EDUCATION NETWORK
FY 2013 BUDGET
INTERNET SAFETY 11E02

BUDGET LINE ITEM	APPROVED BUDGET FY 2012	PROPOSED FY13 UEN BASE BUDGET		CHANGE	UEN FUNDING SOURCES
		OPERATIONAL ON-GOING	CAPITAL		OTHER
Personnel	$ 78,000	$ 10,000		$ (68,000)	$ 10,000
Travel		$ 4,000		$ 4,000	$ 4,000
Equipment / Supplies / Operating		$ 4,000		$ 4,000	$ 4,000
Consultant / Contracts		$ 60,000		$ 60,000	$ 60,000
EXPENSE TOTALS	**$ 78,000**	**$ 78,000**	**$ -**	**$ -**	**$ 78,000**

Planning

Action and Discussion Items

STRATEGIC PLANNING AND COMMUNICATION

1. **Five Planning Questions – UEN Staff Responses to the "Do" Questions** (Eric) – **Discussion/Action** ATTACHMENT

   - Description – This topic was introduced in the April Board meeting. UEN staff have collaborated during the past several months to answer five strategic planning questions. Synthesized answers to the questions are presented for Board review and discussion. These capture current practices of UEN. Next, *do* will be replaced by *should* in each of the five questions working toward future direction. Staff will continue to collaborate on this important planning and bring additional documents to the Board for discussion and guidance.

     1. Whom do we serve and what do they need to do?
     2. What services do we provide so they can do what they need to do?
     3. How do we know we are doing a great job?
     4. How do we provide the service?
     5. How do we organize?

   - Recommendation – It is recommended that the Board and UEN Staff reach shared understanding and are in agreement on the answers to the five questions. To provide additional clarity, it is also recommended that the Board approve changing the names of the three core services as follows:

     Networking Services → Network Services

     Application Hosting → Application Services

     Application Support → Support Services

2. **Detail on Application Hosting** (Laura) – **Discussion** ATTACHMENT

   - Description – In developing answers to the five questions, staff conducted a deeper analysis of Question 2, "What services do we provide?" focusing on Application Services. The attached document describes 102 services that UEN hosts, purchases, builds, and/or integrates. The list also distinguishes services that are front-facing and directly accessed by our end-users from internal or systems-level tools mainly used by UEN staff.

   - Recommendation – This is an information item and does not require Board action at this time.

3. *Listening Post* **Activities** (Rich) – **Discussion** ATTACHMENT

   - Description – In lieu of an in-person planning retreat this spring, UEN has been conducting a series of activities to gain input and ideas from stakeholders. Rich Finlinson will present an overview of the *Listening Post* activities. A summary of the results will be shared in a future Board meeting.

   - Recommendation – This is an information item and does not require Board action at this time.

NETWORK SERVICES

1. **Clarification of policy on connectivity for newly constructed schools** (Brenda/Jim) – **Discussion/Action**

   - Description – Research is still underway to determine the source of the policy that requires newly constructed schools to pay their own one-time connectivity charges, rather than being a UEN expense.

   - Recommendation – Board members are asked to review the policy and determine if it is sufficient or if additional action by the UEN Board, Board of Education, or other body is necessary.

APPLICATION SERVICES   (no agenda items at this time)

SUPPORT SERVICES   (no agenda items at this time)

OTHER

ATTACHMENT – Five Questions Summary from UEN Staff

May 2012

1. Whom do we serve and what do they need to do?

We serve teachers and faculty – they need to teach, integrate technology, access quality resources, comply with administrative/school directions including Core Curriculum and Ed Tech goals; design/develop courses and course material.

We serve learners of all levels – teachers and faculty are learners, they need to build their continuum of practice, hone their skills, be effective; technology staff are learners – they need to innovate and solve problems; members of the general public are also learners.

We serve the people who support teachers and learners: department heads, policy makers, administrators, legislators, organizations, committees – they need to do their job, fulfill their mission.

UEN services match the priorities and objectives of the institutions we serve.		
UEN SERVES:	**AND ITS:**	**IN SUPPORT OF THEIR MISSION TO:**
Utah Public K-12 Education	576,245 students 30,963 educators 1,084 schools *(USOE Fingertip Facts 2010)*	• Assure literacy and numeracy for all Utah children • Provide high quality instruction • Establish curriculum with high standards and relevance • Require effective assessment to inform high quality instruction and accountability *(Promises to Keep 2009)*
Utah System of Higher Education	173,017 students 30,333 faculty and staff 9 institutions *(USHE Voluntary System of Accountability, Fall 2010)*	• Grow the college ready pipeline • Increase college completion • Expand system capacity • Advance effective technology • Build economic prosperity *(Higher Ed Utah Action Plan 2010)*
Utah College of Applied Technology	9,411 secondary students 32,081 postsecondary students 14,308 adult trainees 1,282 companies 8 campuses *(UCAT Annual Report 2011)*	Meet the needs of Utah's employers for technically skilled workers by providing market driven technical education to both secondary and adult students. *(UCAT Mission Statement 2009)*

SOURCES: Higher Ed Utah Action Plan 2010 • UCAT Annual Report 2010 • UCAT Mission Statement 2009 • UEN FY2011 Annual Budget Report • UEN FY2010 Performance Report • USHE Voluntary System of Accountability, Fall 2010 USOE Fingertip Facts 2010 • USOE Promises to Keep 2009 • UT State Libraries Report 2010

2. **What services do we provide so they can do what they need to do?**

We network for education.

- We provide educational technology infrastructure.
- We provide networks (IP networks, resource networks, support networks).
- We facilitate joint projects and mutually beneficial partnerships.

Our 15 services are grouped into three core areas:

Network Services:

1. Wide Area Network
2. Internet Access
3. Network Support and Security Monitoring
4. Internet Filtering
5. Broadcast Network Services (UEN-TV & MHz Worldview)

Application Services: (see detailed spreadsheet)

6. Interactive Video Conferencing
7. Learning Management System
8. Pioneer Library and Preschool Pioneer
9. Web Conferencing
10. Teaching and Learning Tools

Support Services:
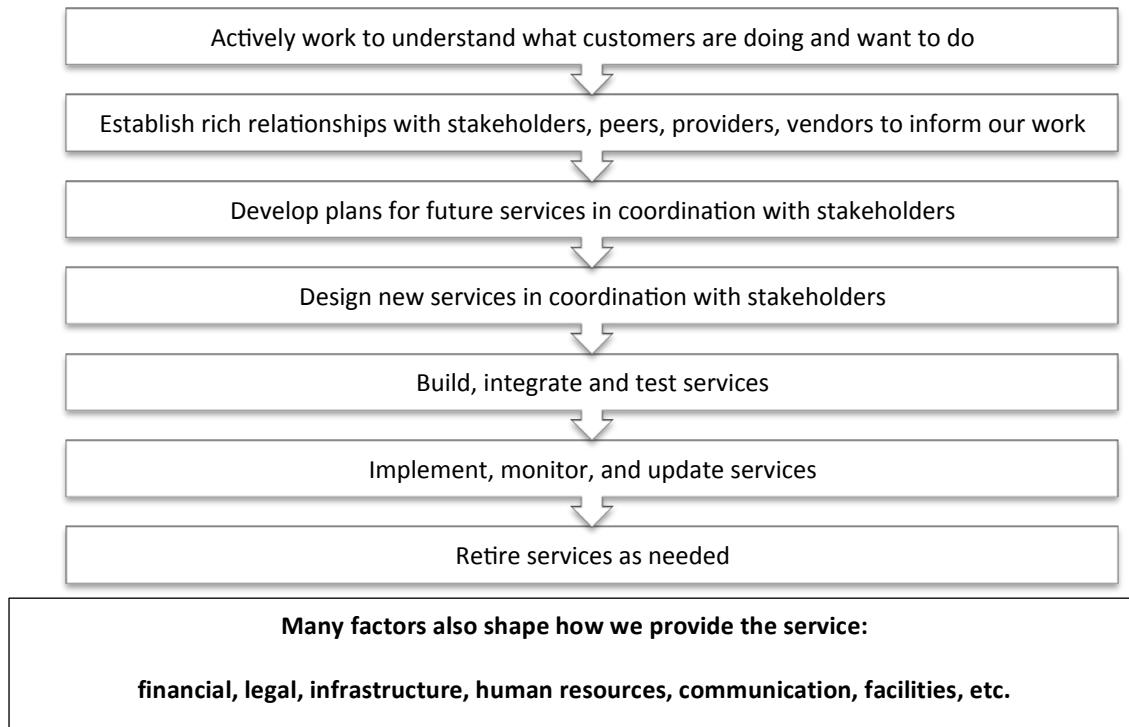
11. Training/Professional Learning
12. Distance Ed Support
13. Regional Support
14. E-Rate Support
15. Overhead and internal UEN support (legal, financial, facilities, communication, etc.)

3. **How do we know we are doing a great job?**

- Metrics (use patterns and financial), meetings, feedback loops
- Web analytics, media and TV viewership
- Network growth, reliability, network performance
- Completion of projects- on time, on budget, on scope
- Qualitative feedback – comments, meetings, emails, letters
- Legislative support, grant support ($$)
- E Rate return rate
- Performance dashboard
- User requests, increased demand
- Professional development exit surveys
- Project-specific research (NetSafe, STEM, etc.)
- National awards and recognition, national/local news articles
- Social media followers/likes

4. **How do we provide the service?**

Actively work to understand what customers are doing and want to do
Establish rich relationships with stakeholders, peers, providers, vendors to inform our work
Develop plans for future services in coordination with stakeholders
Design new services in coordination with stakeholders
Build, integrate and test services
Implement, monitor, and update services
Retire services as needed

Many factors also shape how we provide the service:

financial, legal, infrastructure, human resources, communication, facilities, etc.

5. How do we organize?

Mission

We network to create educational opportunities, connect citizens, and collaborate with partners, serving Utah communities.

Vision

Be Utah's most recognized, trusted, and accessible partner for innovation in educational technology.

Values

- Caring – Supporting our co-workers, customers, and community
- Leadership – Advancing relationships and encouraging ideas
- Integrity – Keeping our promises
- Communication – Listening to meet needs
- Service – Benefiting our partners

Organization

The Utah Education Network is a consortium of public education partners, including the Utah System of Higher Education and its ten universities and colleges and Utah Electronic College; the Utah State Office of Education, local school districts and the Utah Electronic High School; and the state's Library system.

Personnel are organized into departments:

> All UEN Staff
>> Instructional Services
>>> Enterprise Learning Services
>>> Outreach
>>> Professional Development
>>> UEN-TV
>>> Web Services
>> Public Information
>> Technical Services
>>> Computer Operations
>>>> Building Support
>>>> Software Development
>>>> UNIX / Enterprise
>>>> Utah Data Alliance
>>> Distance Education Specialists
>>> Field Operations
>>> IVC Operations
>>> Network Engineering
>>> Network Operations Center
>>> Project Management & Application Engineering
>>> Technical Services Administration
>>> Technical Services Planning
>>> Technical Services Support Center
>> UEN Administration
> UEN Management

ATTACHMENT – Five Questions Summary from UEN Staff

Next questions:

1. Whom ~~do~~ **should** we serve and what do they need to do?
2. What services ~~do~~ **should** we provide so they can do what they need to do?
3. How ~~do~~ **should** we provide the service?
4. How ~~do~~ **should** we know we are doing a great job?
5. How ~~do~~ **should** we organize?

This service:	does this:	and primarily serves:	so they can do this:	URL	Metric (March visits)	mainly BOUGHT or aquired for free	mainly BUILT by software team	mainly DESIGNED by web services team	Primarily Supports	INTEGRATED with other UEN apps	Notes
Activities Tool	Create hotlists of links with questions or directs for students	teachers	teach	http://www.uen.org/activities/	178,875		XX		End Users	XX	(#3 most visited) old functionality to be replaced by Open Tapestry
Adobe Connect	Web conferencing	UEN professional development	Faculty Lounge workshops	http://www.uen.org/facultylounge/		XX			End Users	XX	Grant supported
Apps4 Edu	Curated collection of educational Apps that support the Utah Core	teachers	teach	http://www.uen.org/apps4edu/	2,300			XX	End Users		
Blog Tool	Portlet within myUEN or standalone	teachers, staff	communicate	http://www.uen.org/my.uen/help/blogs.shtml		XX			End Users	XX	
CACTUS access and data display	Access educator licensing info from USOE's database	teachers - requested by USOE	view their educator licensing info	https://www.uen.org/cactus/	9,443			XX	End Users	XX	
Canvas LMS	LMS for service for education	Higher Ed, UCAT, and K12	Teach online	learn.uen.org, online.uen.org, ehs.uen.org		XX			End Users	XX	managed by UEN System Admins until Canvas moves to Instructure SaaS. Blackboard production through 6/30/2012 then a system for grade challenge course restores to be hosted through 12/31/2013
CGISpell	Spell check for UEN Lesson Plan Tool	teachers	teach / communicate			XX			End Users		
CI-WATER EPSCoR website	Main website for Utah CI-WATER project	EPSCoR researchers and general public	meet requirements of grant, communicate info	http://ci-water.org			XX	XX	End Users		NSF EPSCoR grant
College Telecourses	Presents video-based college courses from SLCC, UVU, UU	College students	learn	http://www.uen.org/tv/telecourses.shtml				XX	End Users	XX	Courses delivered on UEN-TV and eMedia
Compuware License	UHSE held Compuware license server	Higher Ed IT staff	share the one user seat license UEN, UIT, and USHE purchased for Higher Ed IT staff	lic.uen.org port 7188		XX			End Users		managed by UEN System Admins
Core Curriculum display	View USOE's approved core curriculum including vetted links and resources	teachers, parents, school admins	teach	http://www.uen.org/core	160,582		XX		End Users	XX	(#4 most visited)
CSSS-Science website	Council of State Science Supervisors	national science specialists	build professional community	http://www.csss-science.org/				XX	End Users		UEN hosts and does minimal updates per the request of the USOE Science Specialist
CultureGrams (Pioneer Library database)	Provides reference information	teachers/students	learn	http://pioneer.uen.org/k12/		XX			End Users	XX	part of Pioneer Library
Curriculum search tool	Search and locate elements aligned to core	teachers, school admins, USOE specialists, etc.	teach	http://www.uen.org/curriculumsearch	5,366		XX		End Users	XX	
Distance Ed Course Catalog	An online catalog that lists public and higher education courses delivered via UEN's IVC and Broadcast Services.	distance ed students, counselors & advisors	locate courses	http://www.uen.org/decatalog/			XX		End Users	XX	
EBSCO (Pioneer Library database)	Provides reference information	teachers/students	learn	http://pioneer.uen.org/k12/		XX			End Users	XX	part of Pioneer Library

Service	Description	Audience	Purpose	URL	Visits	C1	C2	C3	End Users	C4	Notes
Educator Search	An online interface that allows users to search for educators who have a my.uen record	public ed, higher ed	teach / communicate	http://www.uen.org/educator			XX		End Users		
eMedia (Equella)	Content management service	public ed, higher ed	store, catalog, and retrieve educational content; contribute content plan in the works		30,932	XX			End Users	XX	
ESRI ArcGIS	Provides software and workshops	teachers, K-12 district personnel	GIS mapping projects	http://www.uen.org/cmap/index.html				XX	End Users	XX	Grant supported in exchange for conducting UEN workshops
Ex Libris Primo	Federated search for Pioneer library K-12	teachers & students	locate Pioneer resources			XX			End Users	XX	
Finance in the Classroom website	Financial literacy resources for K-12 students and educators	K-12 teachers	meet requirements of USOE and legislature	http://financeintheclassroom.org/	18,082			XX	End Users		Grant funded
Heritage Gateways website	A web site developed long, long ago for the Sesquicentennial Mormon Trail Wagon Trek.	teachers, students, general public	teach / learn	http://heritage.uen.org/				XX	End Users		
Hippocampus	Links to National Repository of Online Courses (NROC)	faculty, teachers, students, course designers	build online courses and teach	http://www.hippocampus.org/?user=myUEN		XX			End Users	XX	shared cost with USHE and USOE, part of TICE project; also integrated with eMedia
Independent Materials Alignment	UEN built this interface per the request of USOE. Independent aligners login and align their textbook to the Utah Core. The data displays on the course pages.	USOE and teachers	teach; make informed textbook decisions	http://www.uen.org/ima/			XX		End Users		This service was temporarily removed because the legislative mandate was put on hold until 2013.
iUTAH EPSCoR website	Main website for iUTAH EPSCoR project	EPSCoR researchers and general public	meet requirements of grant, communicate info	URL will be http://iutahepscor.org				XX	End Users		NSF EPSCoR grant. This web site has not been developed yet.
IVC	Provides interactive video conferencing for courses and meetings	learners, education staff and administrators	learn, conduct business	http://www.uen.org/distance_ed/		XX			End Users	XX	Some internal tools also for scheduling, reports, etc.
IVC Contacts Directory	Directory of IVC contacts and data maintenance interface.	faculty, teachers, counselors and UEN Internal	communicate	http://www.uen.org/ivccontacts/			XX		End Users		
K-12 Student Page	presents web resources	students/parents	learn		35,623			XX	End Users		#10 most visited
KUED's website	hosting KUED web site and associated database the drive the content on that site	KUED	communicate with viewers and donors. Provide additional content via the web	www.kued.org					End Users		primarily built by KUED's webmaster, with some consult by UEN Systems and Software Group.
KUER audio Streaming	Audio streaming for FM 90.1,90.2,90.3 and one test stream	KUER	Provide Audio streaming of their on-air HD content.	audio.kuer.org					End Users		managed by UEN System Admins
KUER's website	hosting KUER web site and associated database the drive the content on that site	KUER	communicate with viewers and donors. Provide additional content via the web	www.kuer.org				XX	End Users		primarily built by KUER's webmaster, with some consult by UEN Systems and Software Group. Integrated with many outside services.
Learning Express (Pioneer Library database)	provides practice tests	students	learn	http://pioneer.uen.org/k12/		XX			End Users	XX	part of Pioneer Library

ATTACHMENT – Web Services Detail

Service	Description	Audience	Purpose / Action	URL	Number	Cat 1	Cat 2	Cat 3	Cat 4	End Users	Cat 5	Notes
Lesson Plan Admin Tool	Allows USOE Specialist and/or designees to manage, edit and publish lesson plans created with UEN's Lesson Plan Tool	USOE and teachers	teach	http://www.uen.org/lessonplan/admin			XX			End Users	XX	
Lesson Plan Tool & published lesson plans	search for completed approved lessons or create their own lesson plans	teachers	develop lesson plans; locate approved lesson plans	http://www.uen.org/lessonplan	244,903		XX			End Users	XX	(#2 most visited)
Mailing lists	Mailman is a free Mailing List Manager that UEN hosts	UEN Internal Staff and Educational partners	communicate	https://lists.uen.org/mailman/listinfo				XX		End Users		
MHz Worldview	Presents international content, news, culture	TV viewers	learn	http://www.uen.org/tv/						End Users	XX	Streamed online, broadcast on 9.2, broadcast on mobile DTV (grant funded)
Mobile Friendly UEN.org	A subset of UEN.org that displays nicely on small mobile devices	teachers	teach / learn	http://m.uen.org		XX				End Users		
Moodle	LMS for Electronic High School	EHS students and teachers	teach and learn	http://www.schools.utah.gov/ehs/				XX		End Users	XX	Moving to Canvas in summer 2012, bought in this case means OpenSource no license fee
Movi	Web conferencing	staff and administrators	video conferencing	http://www.uen.org/distance_ed/				XX		End Users	XX	Billed on a cost-recovery basis to end-users
My UEN Courses	Allows educators to manage the UEN courses they have registered for	teachers	learn	Access from http://my.uen.org Personal page				XX		End Users	XX	
my.UEN	Teacher portal built to address legislative requirements for improved home/school communication	teachers, parents, students, groups	teach / communicate; share info with parents and students safely	http://my.uen.org/	314,444		XX	XX		End Users	XX	(#1 most visited) my.uen uses the Open Source software from Liferay. The UEN software group has customized it to meet local needs.
NetNews	Monthly email newsletter	45K subscribers	learn	http://www.uen.org/netnews/index.shtml				XX		End Users	XX	
NetSafe Utah website	Website and resources for teaching internet safety-grant funded	parents, students, teachers, etc.	teach, comply with FCC mandates, learn	http://netsafeutah.org	5,076	XX				End Users		Grant funded by legislature & CCJJ
PBS Cove	PBS Video on demand service	KUED	provide Video on Demand to their viewers	www.kued.org				XX		End Users		integration with PBS by System Admins and KUED web master
Pioneer K-12 Online Library website	Provides authenticated access to licensed library databases & resources + interface	teachers & students	learn	http://pioneer.uen.org	199,997	XX	XX			End Users	XX	advised by Pioneer Committee
Pioneer Main Page	Landing page for the 3 Pioneer Library web pages	general public, k-20 students, teachers, faculty etc.	access library resources	http://pioneer-library.org/	31,530	XX				End Users		advised by Pioneer Committee
Preschool Pioneer Library	open content for school readiness	PreK and K caregivers, parents, ECE workers, kids	learn	http://preschool.uen.org/	27,711	XX	XX			End Users		this project has a Preschool/Early Childhood advisory board
Professional Dev. Registration	registration system for PD classes, communication, etc.	teachers, staff	learn	http://profdev.uen.org			XX			End Users		
Profile Management Tool	my.uen login look-up	UEN Internal Staff and Educational partners	support end users	http://www.uen.org/pmt		XX	XX			End Users	XX	UEN Staff and trainers around the state log into this interface with their my.uen login.

ATTACHMENT – Web Services Detail

Service	Description	Audience	Purpose	URL	Count	A	B	C	End Users	D	Notes
ProTrack (Myers Information Systems)	Scheduling software for UEN-TV	general public, k-20 students, teachers, faculty etc.	learn			XX			End Users		
Respondus	Licensed for consortium	higher ed	teach			XX			End Users		Licensed for use by all higher Ed Institutions. Part of LMS offering
RII EPSCoR website	Main website for RII EPSCoR project (NSF EPSCoR grant)	EPSCoR researchers and general public	meet requirements of grant, communicate info					XX	End Users		This web site has not been developed yet. Grant funded by NSF.
RSS Feeds	Provides information	teachers	get information						End Users	XX	#7 most visited
Rubric Tool	build, customize, create and store rubrics	teachers	assess student learning	http://www.uen.org/rubric	9,319		XX		End Users	XX	
SIRS Discoverer and SIRS Issues Researcher (Pioneer Library database)	Provides reference information	teachers/students	learn	http://pioneer.uen.org/k12/		XX			End Users	XX	part of Pioneer Library
SoftChalk	Licensed for consortium	higher ed	develop courses			XX			End Users		
Soundzabound	Provides copyright-cleared music	students/teachers	produce multimedia; be compliant with copyright law	http://pioneer.uen.org/k12/		XX			End Users	XX	part of Pioneer Library
Spanish Resources	Presents web resources that are in Spanish	students	learn	http://pioneer.uen.org/k12/spanresources.html		XX			End Users	XX	
StateNets website	A web site for the State Research and Education Networks	state network organizations	communicate	http://www.statenets.org/				XX	End Users		
STEM Learning Opportunities Database	A database of STEM related learning opportunities from organizations around the state of Utah for K-20 students.	parents, students, teachers, higher ed institutions	learn, promote their STEM activities	http://stem.uen.org				XX	End Users		UEN developed this site and admin interface for the Utah Math and Science Education Consortium
Student Interactives 3-6	Curated collection of learning games	students	learn	http://www.uen.org/3-6interactives/	57,560			XX	End Users	XX	#9 most visited
Student Interactives 7-12	Curated collection of learning games	students	learn	http://www.uen.org/7-12interactives/	11,420			XX	End Users	XX	
Student Interactives K-2	Curated collection of learning games	students	learn	http://www.uen.org/k-2interactives/	62,231			XX	End Users	XX	#8 most visited
SURIN Utah website	State of Utah Registry for Internet Numbering	technical people at districts, higher ed institutions, government and library organizations	communicate	http://www.surinutah.org/				XX	End Users	XX	
TAH Connection Project website	Teaching American History Grant website	teachers	teach	http://tahconnectionsproject.org/				XX	End Users		
Thinkfinity – Utah page	Presents core-aligned curriculum	teachers	teach	http://www.uen.org/thinkfinity/				XX	End Users	XX	grant-supported by Verizon Foundation
TMS	Tandberg Management Suite (now Cisco) schedules/manages IVC system resources	higher ed, K12	distances education, and ad hoc meetings			XX			End Users		
Twitter (UENNews)	Communicates	followers	get information; give information	http://twitter.com/#!/uennews				XX	End Users	XX	

Service	Description	Audience	Action	URL	Number						Notes
UAACCE website	Utah Association for Adult, Community and Continuing Education	teachers, adult ed providers	communicate	http://uaacce.org/				XX	End Users		
UEN Cheese Science	Highlights researchers & faculty; promotes STEM	students, general public	learn	http://www.uen.org/tv/cheese/				XX	End Users		
UEN SciFi Friday	Highlights researchers & faculty; promotes STEM	students, general public	learn	http://www.uen.org/tv/scifi/				XX	End Users		Received national award
UEN Tech Summit	UEN Technical Summit Conference Web Site	Conference organizers and attendees (IT staffs at Higher Ed, K12 Public Ed, Libraries)	register for the conference and get material and schedule information	http://www.uen.org/summit				XX	End Users		
UEN-TV What's On	Display for broadcast schedule - draws from ProTrack	TV viewers	see program listings	http://www.uen.org/tv/whatson/	125,185			XX	End Users		
UIMC media evaluation	Online evaluation interface for UIMC - partially grant funded	districts / USOE / UEN	evaluate media for educational use	http://uimc.uen.org				XX	End Users		partially grant funded by UIMC and KUED
Utah Coalition for Civic, Character & Service Learning website	Utah Coalition for Civic, Character & Service Learning	USOE/ State organizations	communicate	http://www.utahcivicoalition.org/				XX	End Users		
Utah Data Alliance (grant and website)	Tools to facilitate data-driven decision making for school and district improvement	USOE, USHE, DWS, UCAT, UEN and other State organizations	communicate; make informed policy decisions	http://utahdataalliance.org		XX		XX	End Users		Launch in April. Grant funded.
Utah ITV website	Directory for daytime education programming on UEN and KUED, broadcast schedule + resources - uses ProTrack	teachers	teach	http://utahitv.org				XX	End Users		partially grant funded by UIMC and KUED
Utah Kids Ready to Read website	Subpage of Preschool Pioneer Library targeted to early literacy	teachers, parents, students, groups; librarians	teach / communicate	http://utahkidsreadytoread.org/				XX	End Users		grant funded by Utah Humanities Council
Utah Schools Search	Online search of Utah educational intuitions that are in UEN's Sites database	general public, k-20 students, teachers, faculty etc.	communicate	http://www.uen.org/search/schools			XX		End Users		Also knows as "Districts"
UTIPS	Utah Test Item Pool Service	USOE; assessment directors, teachers	assess student learning	http://www.utips.org/			XX	XX	End Users		USOE pays directly for UEN and other outside Software Programmers for development. UEN Systems group provides secondary administration when necessary and backup storage space.
Virtual Tours tool	Tool to author virtual tours with photos, directions, educational content, etc.	teachers, students	teach / communicate	http://www.uen.org/tours/	129,560		XX	XX	End Users	XX	(#5 most visited) old functionality-will be replaced with Open Tapestry
VoteUtah website	Collaboration for voting information	KUED	provide voting information to the public	www.voteutah.org				XX	End Users		primarily built by KUED's webmaster, with some consult and hosting by UEN Systems Group.
WaterWise Utah website	Water conservation and informational resources - grant funded	teachers, faculty, students, researchers, gen public	learn	http://waterwiseutah.org				XX	End Users		Grant funded by CPB and IMLS
Weather (UEN web page)	Used to be online tool - now static pages with images - tool was retired	teachers & students	learn	http://www.uen.org/weather/				XX	End Users		

ATTACHMENT – Web Services Detail

Service	Description	Users	Use	URL	A	B	C	Audience	D	Notes
Widgets	UEN built widgets for school web admins to put on their sites	teachers; web admins	communicate	http://www.uen.org/widgets_logos.shtml			XX	End Users	XX	
Wimba	Web conferencing licensed for consortium - UEN integration with my.UEN	public ed teachers, higher ed faculty, administrators/staff	teach; communicate		XX			End Users	XX	used mentored professional service and UEN programmers build the custom integration with my.UEN
Worldbook Online	Provides reference information	teachers/students	learn	http://pioneer.uen.org/k12/	XX			End Users	XX	part of Pioneer Library
Breakwriter	KUED's web-based break scheduler	KUED Staff	manage their fundraiser between-program breaks	http://intranet.kued.org/breakwriter/		XX		Internal		
Confluence	Internal collaboration WIKI that allows UEN employees to document processes, specs, ideas, JIRA issues, etc...	UEN Internal Staff	complete their job and communicate with colleagues		XX			Internal		managed by UEN System Admins
Core Curriculum Data Management Tool	Internal interface that allows UEN Web Services to update the Core Curriculum database	UEN Internal Staff	update the core curriculum database	http://www.uen.org/oldctecore/logon.jsp		XX		Internal	XX	This was developed many years ago
Core Curriculum Service	RESTful web service exposing new core curriculum data.	USOE and other PE entities	share resources with educators			XX		Internal		
Core Link Service	Restful web service exposing some utahlink database data.	USOE and other PE entities	share resources with educators			XX		Internal		
Core Links Interface	Internal interface that allows UEN employees and subcontractors to add and align education links to the Utah Core Curriculum	UEN Internal Staff	update the core links database	http://www.uen.org/corelinks		XX		Internal	XX	This was developed many years ago
Crowd	Identity management for web apps	UEN Internal Staff	complete their job		XX			Internal		managed by UEN System Admins
DNS Tools	DNS service for EDU institutions, so they can manage DNS entries and have highly available DNS Service	Public K12, Libraries, and Higher Ed's IT staffs	Provide DNS service	dns.uen.net	XX	XX		Internal		managed by UEN System Admins and UEN NOC Admins
Drupal	Content management system for EHS	Electronic High School and KUED	store, deliver course material		XX			Internal	XX	funded by EHS (UEN does not host this for EHS)
Eccles Broadcast Center website	A web site for the various organizations who are at the Eccles Broadcast Center ... mainly "administrative" type of content	EBC employees	Internal EBC communication including submitting desktop support tickets	http://www.ebc.utah.edu/			XX	Internal		
ftp	File transfer service generally for larger files.	UEN and other EBC dept.	Transfer large files to outside entities	ftp.uen.org,ftp.kued.org, etc.				Internal		managed by UEN System Admins
Go.uen.org	Internal php interface to create short URLs	UEN Internal Staff	communicate; promote	http://go.uen.og			XX	Internal		

Name	Description	Users	Function	URL				Access	Notes
Greenhopper	Agile project management software used by software developers for managing the product lifecycle	UEN Internal Staff	manage software projects		XX			Internal	managed by UEN System Admins
IVC Billing	Used to crunch IVC billing data. This is a command line application.	UEN Internal Staff	manage IVC billing			XX		Internal	
KUED Membership DB	KUED membership database system	KUED	Manage their donor information	none	XX			Internal	managed by UEN System Admins and DBAs
KUER's Membership DB	KUER membership database system	KUER	Manage their donor information	none	XX			Internal	managed by UEN System Admins
Lesson Plan Service	RESTful web service exposing some lesson database data.	USOE and other PE entities	share resources with educators			XX		Internal	
Newsletter Tool	Internal tool to post news articles on UEN.org	UEN Internal Staff	communicate	http://www.uen.org/news		XX		Internal	This was developed many years ago
Professional Dev. Evaluations	Online evaluation interface for educators who have attended UEN Prof. Dev. Courses	UEN Internal Staff	learn	profdev.uen.org/eval/		XX		Internal	
Professional Dev. Mgmt. system	Internal management system for PD classes, communication, etc.	teachers, staff	learn	http://profdev.uen.org/admin		XX		Internal	This system includes admin and reporting functionality and an end user registration and course management interfaces
Professional Dev. Reports	Internal tool that allows UEN staff to generate Prof. Dev. Reports	UEN Internal Staff and Educational partners	communicate	http://www.uen.org/pdreports https://webutil.uen.org/cgi-bin/eval_reports.pl		XX		Internal	
Sites Interface	Internal tool for UEN staff to maintain a database of Utah educational institutions for UEN.org and my.uen	UEN Internal Staff	communicate			XX		Internal	
Stats	Allows a user to graph usage patterns on routers.	UEN Internal Staff	communicate			XX		Internal	retired, preserved for the legacy data
Utahlink Service	RESTful web service exposing some utahlink database data.	web sites	function			XX		Internal	
					35	32	41		

Utah Education Network
3.4 End-of-Life Policy for Web Services

3.4.1 Purpose

UEN is dedicated to providing high quality products. To ensure that UEN resources are delivering the most innovative and cost-effective products to our customers, UEN may periodically elect to discontinue specific products or product packages.

The purpose of this policy is to establish a process for reviewing and terminating online projects and tools that reach the end of their useful life. This policy only applies to significant Web services, such as the Lesson Plan Tool, and not to tasks such as Web page clean up and maintenance.

It is important that each online project and tool have a defined end-of-life procedure or methodology that defines the termination of that service so that resources are used responsibly. It is also important that there be good communications and involvement of the steering committee and that UEN resources go toward the highest current priorities and are not being drained by obsolete or unwarranted services.

3.4.2 References

3.4.3 Definitions

End-of-Life – When a product reaches the end of its natural lifecycle.

Low usage – An assessment of utilization statistics to other UEN web services or when the percentage of the audience is below the anticipated utilization for the tool.

3.4.4 End of Life Policy Guidelines

When services reach the end of their life cycle they are terminated for a number of reasons. The following are general guidelines for discontinuation of support for products:
- Technical advancements or availability of alternative tools
- High maintenance costs
- Low usage
- Predefined project window
- Change in priorities

3.4.5 End-of-Life Policy

3.4.5.1 An initial review of each web service will be done monthly when web statistics are gathered and analyzed or upon a stakeholders' request. When the initial review shows low usage, UEN will perform an in-depth review of these services.

3.4.5.2 The in-depth review will:
- Determine how many resources are used to maintain the service - this includes hardware, software, budget, and personnel resources
- Survey users to determine whether the service meets their need
- Gather feedback regarding the termination of the service
- Contact originating group to discuss the review findings and gather recommendations

3.4.6. End-of-Life Process

If it is determined that the service should be terminated, UEN will begin the End-of-Life process.

3.4.6.1 Prior to the end-of-life date, UEN will:
- Establish an end-of-life date that typically is 3 to 6 months in the future
- Post an end-of-life notification on the appropriate Web pages that includes a means for end users to communicate with UEN about the termination of service
- Notify all appropriate committees affected by the termination of service (Steering Committee, subcommittees, advisory committees, etc.)
- Send e-mail announcements to key end users (e.g. technology trainers)

3.4.6.2 When the end-of-life date has arrived, UEN will:
- Post a termination of service message.
- Archive the code and content.

3.4.7 Procedure/Implementation
After Steering Committee approval, the web services end-of-life policy will be implemented as outlined.

UEN *Listening Post* Plan

An Extended Online Strategic Planning Retreat

Question: How can we tap the expertise and good will of our large group of stakeholders without holding our annual, face-to-face, daylong retreat?

RESEARCH: We have data on our successful use of mass email, surveys, IVC, UEN-TV, Twitter and Facebook. We are known for being able to communicate and engage with various audiences via multimedia.

ANALYSIS: We can reach about 6,000 responsive educators via our UTED list and several thousand viewers via UEN-TV. With these targeted groups UEN could create a 25-day online event to do action research on these primary questions:

- What does UEN mean to you? (Laura has an idea for "UEN is my…" photo contest)
- Where should UEN be headed?

COMMUNICATION: The event could run from May 7 through May 31. Online responses would be gathered by Karen's group from this site: *http://www.uen.org/post/* It would be titled "Listening Post."

We could also have at least two synchronous events moderated by Laura, Rich, Jim and Lisa:

- :60 minute Wimba-based webinar
- :60 minute IVC Movi event teleconference

Possible Development and Task List:

- Laura and Rich: planning, event hosting, evaluation
- Rich: email blast, script for TV spot
- Denise Tribble: graphic design of "UEN is my…" printout for photo feedback
- Karen's group: website, data gathering
- Katie and Kyle: Production and broadcasting of Invitation to Listening Post on UEN-TV
- Doug Jones & Mitchell Jorgensen: Twitter and Facebook
- Victoria: invitation to all teachers taking professional development classes

Implementation: The *Listening Post* Event could launch Monday, May 7 with the following:

- UEN Website News Article
- Online Survey Form
- TV Spots
- Blast Email via MagnetMail

EVALUATION:

- Preliminary: May 31 for inclusion at the Instructional Services Retreat
- Final Report: June 6 for inclusion in materials for June 15 UEN Board Meeting