

Utah Education Network Steering Committee

August 17, 2007

**UTAH EDUCATION NETWORK
STEERING COMMITTEE**

A G E N D A

AUGUST 17, 2007

9:00 a.m.-
11:00 a.m.

Committee of the Whole / Business Meeting

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U P C O M I N G M E E T I N G S

Steering Committee Meeting - October 19, 2007, 9:00 a.m.

Instructional Services Subcommittee Meeting - October 19, 2007, 11:00 a.m.

Technical Services Subcommittee Meeting - October 19, 2007, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

NEW STEERING COMMITTEE MEMBERSHIP - ACTION

Issue

The terms of four members of the Steering Committee expired on July 31, and it is proposed that the Steering Committee request that those members be reappointed to new four-year terms. Two members of the Steering Committee have retired and it is recommended that replacements be approved.

Background

The following individuals have now completed four year terms on the Steering Committee:

- Ron Barlow, Superintendent of Tintic School District.
- Stephen Hess, CIO of the University of Utah and USHE CIO.
- Donna Jones Morris, State Librarian.
- Kim Roper, Principal of Bonneville Elementary School, Alpine School District.

Each of these members of the Steering Committee has been actively involved in instructional services or technical services activities, contributed to developing strategic planning and budgetary recommendations and effectively represented key stakeholders of UEN. They have all agreed to serve a second four-year term from August 1, 2007 through July 31, 2011.

Wayne Peay and Jeff Livingston have recently retired from their staff positions at the University of Utah and Weber State University. Higher Education Co-Chair Gary Wixom is recommending that Kenning Arlitsch replace Wayne Peay, and Kenning has agreed to serve on the Steering Committee.

Kenning Arlitsch is Associate Director for Administrative and IT Services at the Marriott Library, University of Utah. He joined the university in 1994 as an instruction librarian, and has served as Head of Digital Technologies and Head of Information Technology before becoming an Associate Director in 2007. Kenning is the founder of several major digital library programs, including the Utah Digital Newspapers and the multi-state Mountain West Digital Library, and is co-founder of the Western Waters Digital Library. In 2007 he was accepted into the Research Libraries Leadership Fellows, a program of the Association for Research Libraries. He holds a BA in English from Alfred University and a Masters of Library and Information Science from the

University of Wisconsin-Milwaukee.

A replacement for Jeff Livingston has not yet been finalized but that selection may be completed by August 17, 2007.

Recommendation

It is recommended that the Steering Committee approve Ron Barlow, Stephen Hess, Donna Jones Morris, Kim Roper and Kenning Arlitsch to serve four-year terms on the UEN Steering Committee from August, 2007 through July, 2011. These nominations will be subject to final approval by Governor Jon M. Huntsman, Jr.

FISCAL YEAR 2008 BUDGET - ACTION

Issue

The Fiscal Year 2008 UEN Budget was tentatively approved during the June meeting of the Steering Committee. Final Steering Committee approval for the Fiscal Year 2008 budget is now requested.

Background

The Fiscal Year 2008 UEN Budget was reviewed by the Steering Committee in June. At that time, the Committee also approved operation on an interim basis since the fiscal year began on July 1, 2007.

No changes to the budget have been made since it was preliminarily approved. Nor have new issues or concerns have been raised by staff, Steering Committee members or by other UEN stakeholders.

Detailed outlines of the revenue sources and expenditures by specific program areas were presented under Tab 21 in the June Steering Committee meeting.

That Tab may be reviewed online at www.uen.org/steering/downloads/jun07_materials.pdf. Because the materials are quite lengthy and have not been changed since the June meeting, they are not duplicated in the current meeting materials.

Recommendation

It is recommended that the Steering Committee approve the Fiscal Year 2008 UEN Budget.

FISCAL YEAR 2008 DRAFT STRATEGIC PLAN - ACTION**Issue**

Final versions of the long term strategic and annual tactical sections of the UEN Plan are provided for Steering Committee approval.

Background

Draft versions of the annual tactical plan and the long term strategic plan were presented to the Steering Committee in June 2007. These documents were developed through a series of planning retreats held last spring. The planning documents have also been reviewed and discussed during the Higher Education and Public Education advisory meetings in August.

Long term objectives serve as a complement to the annual tactical plan and help guide policy, funding and legislative priorities for the coming years. The seven main goal areas of UEN have been consistent for the past several years, and are based on statute and mission. These goals are:

- I. Operate, maintain, and expand a reliable and secure high speed network, connecting every public school, college, university and public library in Utah.
- II. Aggregate and deliver a suite of high quality Web-based educational resources to support best practices in teaching and learning.
- III. License, host, and maintain statewide enterprise solution supporting public education, higher education and libraries.
- IV. Deliver Distance Education classes and programs offered by public and higher education that use real time and on demand, reliable, high quality video conferencing technologies.
- V. Educate, engage, and enrich the lives of Utah citizens through broadcast programs and services with UEN-TV.
- VI. Provide professional development opportunities to improve the quality of K-20 instruction and assure effective implementation of technology in education.
- VII. Coordinate educational technology governance across the state, and be accountable to our stakeholders through communication, measurement and reporting on UEN services.

The annual tactical section of the plan lists specific projects and activities that will be conducting in the coming fiscal year, which began July 1, 2007. This portion of the plan is a guide to staff as they prioritize projects and staff. Updates for this portion of the plan are reported to the Steering Committee each quarter.

Recommendation

It is recommended that the Steering Committee approve the long term Strategic and Annual Tactical plans for FY 2008.

TAB 10 ATTACHMENT A

UTAH EDUCATION NETWORK LONG TERM STRATEGIC PLAN - DRAFT

August 2007

Mission

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

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

Needs

Utah's public schools, colleges, and universities depend on the Utah Education Network to perform their missions. UEN provides Internet and network connectivity to every public school and college and university through the UEN wide area network; manages two video conferencing systems; hosts enterprise-level software applications for our public and higher education partners; offers instructional programming through a 24/7 television station; supports a growing range of rich educational resources at UEN's Web site, www.uen.org; and supports the technology professional development needs of Utah teachers.

For thousands of Utah students and educators, the Internet is their school, classroom, meeting place, and library. The Internet must be accessible to every educator, student, administrator, and staff member from any location and at all times. It is the data and communications distribution system used to deliver hundreds of administrative, academic and student support applications affecting every student, educator, and staff member countless times each day. To ensure full-time access to the Internet, UEN must provide reliable, high capacity, and scalable network connections. The demand for in-creasing network capacity in public and higher education is proven by the fact that UEN network traffic continues to double every 18 months to 2 years.

In the Utah System of Higher Education, enrollment in online, technology-enhanced,

EDNET, satellite-delivered, and KUEN classes has grown dramatically for the past several years. About one in four college students now enrolls in at least one technologically-delivered course each term. Enrollment in the Utah Electronic High School has also increased enormously and there are now about 25,000 students actively completing courses offered by the Utah Electronic High School.

Because of the trends described above, educators, public and higher education staff members, and UEN employees must be technologically competent. UEN must play a key role in providing training to its own staff members, and to teachers, faculty members, and technology staff members in educational organizations throughout the state.

UEN is driven by the needs of education. As it responds to more diverse needs, it grows in complexity, and supports more services at more locations. The result is increased pressure on all of us to coordinate, plan, and make decisions collaboratively for the mutual benefit of all regions of the state and all levels of education. Improved coordination of IT policies and backbone infrastructure will guarantee effective sharing of resources, lower prices through joint purchasing, and assure efficient use of technical support and training as UEN staff members work collaboratively with their public and higher education colleagues. Gaps in effective coordination, planning, and governance must be identified and eliminated.

There continue to be significant challenges facing us during the coming year. The economy of Utah is sound, but state financial resources must be carefully prioritized to meet numerous compelling needs that compete for available state resources. UEN must achieve the greatest value possible from limited state resources, and continue to aggressively seek grants and other revenue sources to augment state funds. And we must carefully prioritize Network projects to gain the greatest benefit from the dollars we spend.

Strategic Objectives

A summary of recent accomplishments and long term strategic objectives is included below:

1) Wide Area Network

a) Recent Accomplishments

- ◇ Installed Gigabit Ethernet backbone and full Gigabit connections to all colleges and secondary schools (by end of FY 2008)
- ◇ Quadrupled Internet capacity over past three years at same cost
- ◇ Connected to I2, NLR, and commercial ISP's from Eccles Broadcast Center
- ◇ Development of full Gigabit North, Core, and South rings
- ◇ Deployed utilization monitoring tools for live updates on network health

b) Long Term Objectives

- ◇ Expand connectivity to elementary, charter, and satellite campus lo-cations
- ◇ Increase backbone capacity to 10 Gigabits/second
- ◇ Implement disaster recovery plan and redundant data center

- ◇ Explore single sign-on technologies for statewide access

2)Web Resources

a) Recent Accomplishments

- ◇ Aligned K-12 core curriculum resources and lesson plans
- ◇ Supported suite of educator “smart” tools for lesson planning, online teaching, and rubric assessment
- ◇ Developed my.UEN portal pages to facilitate home-school communication

b) Long Term Objectives

- ◇ Develop personalization features for site, including Web 2.0 applications, customized pages, and user contributed content
- ◇ Update pages for 501 accessibility compliance and increased functionality
- ◇ Support digital interactive communities centered on common educational goals (courses, teaching areas, etc.)

3)Enterprise Applications

a) Recent Accomplishments

- ◇ Maintained Pioneer Library contracts, user access and informational Web pages
- ◇ Moved from the WebCT Vista pilot project to full service by in-installing the full course management service (CMS) hosting infrastructure. Migrated all UEN hosted higher education institutions to the system with Banner SIS system integration for USU, UVSC and Dixie State College of Utah
- ◇ Created an enterprise class digital asset management infrastructure and launched eMedia, CollegeMedia and MediaHub digital media services (DMS) providing thousands of download-able media items.
- ◇ Completed investigation phase for a statewide Web conferencing service

b) Long Term Objectives

- ◇ Expand Pioneer Library collection adding multimedia resources. Provide a federated search allowing users to search multiple library resources at once.
- ◇ Provide a reliable, sustainable, centrally hosted course management service supporting higher education and K-12 teacher professional development. Enable inter-institution collaboration between course designers and content portability between course management systems.
- ◇ Acquire and add additional media content to the DMS. Build OAI based content sharing capabilities to other education repository systems. Integrate DMS with key UEN Web services such as my.uen.
- ◇ Provide a statewide Web conferencing service supporting course content and meetings for all state higher education and K-12 institutions

4) Distance Education

a) Recent Accomplishments

- ◇ Converted EDNET analog to IVC digital classrooms
- ◇ Migrated UENSS to IVC digital classrooms

b) Long Term Objectives

- ◇ Complete IVC room installations and training
- ◇ Build student help resources for distance education (online and call center options)
- ◇ Revise IVC policies to reflect new technical systems
- ◇ Develop process for independently scheduled events, meetings, classes
- ◇ Identify and install new sites as funding becomes available (higher and public education institutions, Charter school and other agency rooms)

5) Broadcast Services

a) Recent Accomplishments

- ◇ Increased programming in key target areas (seniors, adult basic education, science, health, public affairs, and teacher development)
- ◇ Promoted institutions with “Considering College” and “Research Roundup” campaigns
- ◇ Built outreach program with community screenings, teacher pre-view, senior workshops and conference presentations

b) Long Term Objectives

- ◇ Expand digital translator system to rural areas
- ◇ Plan for and implement community education campaign for February 2009 analog give back
- ◇ Datacast educational media to youth in custody; explore this as an adult corrections service
- ◇ Reformat 9.2 digital channel to meet state education needs and be attractive to cable carriers; explore IPTV and legislative coverage as additional digital options
- ◇ Promote academic majors in high need areas: nursing, engineering, teacher education, math, technology, science and work with Institutions to further promote their services and education programs
- ◇ Work with K-12 school administrators and USOE to dispel ‘video is bad’ image and promote effective uses of multimedia in the class-room

6) Professional Development

a) Recent Accomplishments

- ◇ Implemented online registration and credit tracking system
- ◇ Developed 76 different classes for PC and Mac

- ◇ Created “Faculty Lounge” program for just-in-time training using Adobe Connect

b) Long Term Objectives

- ◇ Align workshops to new ISTE NETS standards for USOE and college credit
- ◇ Move away from teaching tools to teaching good pedagogy that integrates technology
- ◇ Develop more training objects to be embedded in Web site and tools, particularly for higher education and UCAT faculty
- ◇ Develop more “just in time” training opportunities using Web conferencing
- ◇ Develop online communities for sustained PD support using Web 2.0 applications and multimedia resources

TAB 10 ATTACHMENT B

UTAH EDUCATION NETWORK FY 2008 STRATEGIC PLAN - DRAFT

Updated June 6, 2007

I. Wide Area Network

Operate, maintain, and expand a reliable and secure high speed network, connecting every public school, college, university and public library in Utah.

To achieve this goal, UEN will pursue the following objectives:

A. Operate and maintain the UEN network based on best practices and standards.

1. Catalog and maintain a circuit database
2. Catalog and maintain an IP management database
3. Develop and support an Internet content filtering system for K-12 and Libraries
4. Standardize how we develop and rollout future network deployments
5. Monitor the backbone to identify bandwidth, security, and utilization issues; and to increase capacity as necessary
6. Monitor endsites to identify bandwidth, security and reachability
7. Continue to develop tools which provide essential information about the network
8. Increase Network Operations and Field Operations Staff
9. Strengthen operational coordination between Technical and Instructional Services departments and staff members
10. Develop tools and reports to better manage network assets

B. Increase reliability of the network to 99.999%.

1. Provide redundancy for UEN critical services and network connections
2. Increase network effectiveness at locations where diverse paths exist, i.e. fast re-route, efficient routing, etc.
3. Continue to explore diverse path options throughout the backbone
4. Develop a plan to provide a redundant handoff point for district offices
5. Perform scheduled maintenance according to best practices and standards
6. Monitor and respond to network outages

- C. Increase network capacity by upgrading remaining higher education campuses and secondary schools to high speed broadband connectivity.
 - 1. Complete phase 4 ethernet projects
 - 2. Manage high bandwidth sites and provide additional resources allowed by UEN policy
 - 3. Continue to use E-Rate funds to develop broadband access throughout the state
 - 4. Explore additional needs for UEN Points of Presence (PoP) sites
 - 5. Explore options with regional service centers to increase bandwidth to Escalante Valley, Antimony and Koosharem
 - 6. Work with UTOPIA and other community networks to leverage network resources
 - 7. Encourage cooperation between local telephone companies and community networks

- D. Work with USOE and school district leaders to develop a strategy to provide high capacity network connections to remaining elementary schools.
 - 1. Continue to work with Districts that have allocated funds for broadband elementary connectivity
 - 2. Work with the State Office of Education and Districts to evaluate statewide approaches to increase bandwidth capacity to elementary schools

- E. Provide support to district and higher education technology staff to ensure that the enhanced capacity and reliability of the network is fully utilized.

- F. Expand Internet capacity to meet growth in network traffic.
 - 1. Explore additional alternate Internet Point of Presence (PoP) sites
 - 2. Explore, develop and implement ways to keep local network traffic local
 - 3. Work with CENIC and FRGP to develop NLR TransitRail for national peering opportunities

- G. Protect the network through improved security and security practices.
 - 1. Continue UtahSAINT user group
 - a. Keep current and publish security contacts list
 - b. Conduct weekly and ad hoc security calls
 - c. Plan and conduct two security conferences per year
 - d. Support other State security activities
 - e. Develop single-issue forums for specific needs

2. Provide leadership role for security expertise and assistance as required by districts and higher education institutions
 - a. Conduct and coordinate outside security assessment
 - b. Assist with security configuration and design
 - c. Provide security monitoring and reports
3. Work with Steering Committee to develop security policies
4. Continue to develop security monitoring tools
5. Work with state CIO and institutions to support USHE security audits as required.

H. Support the high capacity/high speed network needs of university researchers.

1. Continue participation in national and regional network partnerships (Internet 2, National Lambda Rail, The Quilt and Western Lights)
2. Develop the SURIN Board as directed by the UEN Steering Committee
3. Provision network to accommodate research requirements
4. Work with UDOT and DTS to place fiber between U of U and USU to support research
5. Investigate UEN's role with USTAR project
6. Support development of Utah Fiber Infrastructure Project

I. Provide technical leadership and staff/stakeholder development.

1. Undertake outreach and promotion efforts of Wide Area Network projects
2. Work with the Steering Committee to formalize Regional Technical Forums
3. Define expectations (i.e., frequency of meetings, leadership roles, format, participants, etc.) of regional technical forums
4. Establish annual reporting relationship between regional leaders and UEN Steering Community
5. Provide leadership in technical training: including expanded regional training, greater depth, more frequent and topic-specific training at tech summits, and refined security training
6. Provide training and leadership in the area of improving LAN reliability and speed on a local level
7. Expand advocate program to libraries, USDB, Charter Schools
8. Support USHE IT staff in efforts to increase operational expertise across all institutions and explore possibility of taking advantage of virtual staff or staff leasing.
9. Support the CIO's and TCC to research and develop a disaster recovery plan for network and planning to provide back up equipment and staffing for emergency situations.

II. Educational Web Resources

Aggregate and deliver a suite of high quality Web-based educational resources to support best practices in teaching and learning.

To achieve this goal, UEN will pursue the following objectives:

A. Host, support and maintain Web projects and services.

1. Coordinate lesson plan development and publishing with USOE
2. Expand and maintain core curriculum resource database
3. Support USOE Web pages in coordination with specialists
4. Support UTIPS in coordination with USOE
5. Complete updates to CACTUS per USOE's requirements
6. Refine UEN-TV and Utah ITV What's On schedule
7. Continue development of my.uen with additional portlets and functionality
8. Undertake communication, outreach, promotion of Web projects

B. Develop and implement new and expanded Web resources.

1. Improve navigation and design on *uen.org* and increase interactive features
2. Develop UEN Professional Development Management interface for participants
3. Upgrade mailing list software and provide user training
4. Explore future plans for *www.activities*

C. Promote new and existing UEN Web services through technology, outreach, special events and media relations.

1. Produce and distribute NetNews Newsletters for public education and higher education
2. Promote UEN services and resources with online NetNews features on *uen.org*
3. Feature *uen.org* at statewide conferences and exhibits

D. Support administrative activities for the *uen.org* site.

1. Gather, review, and post monthly Web statistics
2. Automate Web publishing process

III. Enterprise Solutions

License, host and maintain statewide enterprise solutions supporting public education, higher education and libraries.

To achieve this goal, UEN will pursue the following objectives:

- A. Host, support and maintain existing enterprise solutions and train managing personnel.
 - 1. Service: Course Management System (Vista)
 - a. Act as support escalation agent between Vista institutions and Vista support and Respondus support
 - b. Conduct regular Vista administrator coordination meetings
 - c. Provide scripted enrollment service for participating institutions
 - d. Provide institution administrator training
 - e. Review and complete Service Agreements and service documentation with hosted institutions
 - f. Coordinate shared faculty and student training materials development
 - 2. Service: BlackBoard Course Management System
 - a. Act as support escalation agent between UEHS and Blackboard support
 - 3. Service: Digital Media Service
 - a. Migrate UCME legacy metadata and media into DMS
 - b. Continue to add newly licensed media to DMS
 - c. Conduct metadata integrity and quality review of titles currently in the DMS
 - d. Attach existing text caption files to associated videos
 - e. Maintain NETA Media Exchange pilot service
 - f. Train and support UEN internal staff in digital asset management best practices
 - 4. Service: Pioneer Library
 - a. Maintain and update Pioneer Library access IP address listings
 - 5. Service: Infrastructure Foundation
 - a. Update SAN Storage Domain Servers to latest software version
 - b. Upgrade and patch server OS
 - c. Extend enterprise/backup recovery system to all servers and DMZs
 - d. Cycle out server hardware older than 5-6 years
- B. Implement new enterprise solutions, services, and expand existing functionality to meet stakeholder needs
 - 1. Service: Course Management System (Vista)
 - a. Complete automated scripted user imports and enrollments to Vista for non-integrated institutions
 - b. Complete Banner SIS integration for Dixie State College of Utah
 - c. Assist UCAT campuses in implementing Vista
 - d. Enable Vista single -sign on via UVSC campus portal

- e. Assist University of Utah in migrating to Vista
 - f. Create Vista reports interface via the Vista Powersight kit
 - g. Research a central 24/7 WebCT helpdesk/ searchable knowledge base capability for USHE students and faculty
 - h. Integrate Web Conferencing service with Vista
2. Service: Web Conferencing Service
 - a. Select and implement hosted web conferencing system for higher education institutions
 - b. Explore funding and implementaion options for extending service to K-12 system
 3. Service: Digital Media Service
 - a. Upgrade TeleScope software to version 8.3, Video Manager 2
 - b. Modify customized TeleScope interfaces to enable new features from 8.3 upgrade
 - c. Connect DMS to KUEN datacasting systems sending media to youth-in-custody facilities
 - d. Create metadata export/harvesting from DMS to third-party systems such as library catalogs
 - e. Create KUED Web site integration serving media files from DMS storage to KUED.org
 - f. Plan DMS/my.uen integration
 - g. Plan workflows for Codian to DMS digital course repository
 - h. Build DMS information web page
 - i. Explore DMS integration with Course Management System (Vista)
 4. Service: Pioneer Library
 - a. Support implementation of a federated search tool in Pioneer
 - b. Secure funds to expand Pioneer Library's multi-media resources
 5. Service: Infrastructure Foundation
- Mirror all SAN storage for completely redundant systems
- a. Upgrade remaining data center racks to support managed power, four post server hardware, system lights-out management and cable management
 - b. Extend enterprise backup/recovery systems, tape drives and fabric bandwidth
 - c. Explore possible co-location of storage area network mirrors
- C. Increase awareness and use of enterprise services. Provide usage reports.
1. Service: Course Management System (Vista)
 - a. Expand Vista resource and information page on *uen.org*

- b. Collaborate with participating UCAT Vista institutions to develop and deliver Vista faculty training workshops
- c. Co-sponsor Teaching with Technology Idea Exchange conference with UVSC
- d. Define system usage reports with input from hosted institutions
- 2. Service: Pioneer Library
 - a. Continue Pioneer Library advocate program
 - b. Work with Pioneer Library committee and PR team to develop and implement promotion tactics; create collateral material for PR
 - c. Publish Pioneer Library product usage reports
- 3. Service: Digital Media Service
 - a. Promote eMedia and CollegeMedia
 - b. Create DMS media usage reports

D. With USHE CIO's and the TCC, investigate other services or IT functions that might be centrally hosted by UEN

- a. Implement web-based collaboration and communication tools (e.g., Macromedia Breeze and Horizon Wimba)
- b. Support the ongoing evaluation of open source alternatives in course management systems.
- c. Explore single sign-on technologies and standards and what roles UEN could serve in identity management
- d. Assist USHE CIO's and TCC to evaluate centrally managed disaster recovery services and the role UEN should perform in providing that service

IV. Distance Education

Deliver Distance Education classes and programs offered by public and higher education that use real time and on demand, reliable, high quality video conferencing technologies.

To achieve this goal, UEN will pursue the following objectives:

- A. Continue EDNET IVC migration plan
 - 1. Pursue funding for continuation of promotion and expansion of Distance Education
- B. Complete conversion of UENSS to IVC technology
 - 1. Partner closely with USU in planning and implementing conversion
 - a. Provide joint UEN/USU project management via administrative group
 - b. Staff specialized teams and participate in project work groups

2. Continue planning to meet funding and staffing needs
- C. Develop operational practices, procedures, and policy to manage and efficiently utilize IVC resources on the network
 1. Plan and pilot manual switching capabilities as the iView product and UEN experience matures to enable independent scheduling ability
- D. Provide online tools and information that supports Utah's distance education programs
 1. Create distance education online resources for students
 2. Maintain and update the course scheduling web site
 3. Maintain and update the UEN Distance Education Catalog

V. Broadcast Services

Educate, engage and enrich the lives of Utah citizens through broadcast programs and services with UEN-TV.

To achieve this goal, UEN will pursue the following objectives:

- A. Continue programming and outreach for education stakeholder groups
 1. Program blocks and interstitials for targeted areas
 - a. Continue Internet Safety outreach and presentations
 2. Back to School resources for K-12 Teachers with KUED
 3. Continue on-air campaign to promote post-secondary education opportunities, programs and USHE institutions
 4. Continue outreach to adult, community, and corrections education providers.
- B. Implement new projects to support educational programming and outreach
 1. Conduct educational outreach to educate citizens about DTV transition
 2. Develop educational multicast for 9.2 that serves community needs and is attractive to cable providers
 3. Develop and program on-air education calendar of events.
- C. Support broadcast engineering infrastructure.
 1. Refine broadcast operations to ensure smooth transition to automation.
 2. Investigate server archive replacement, Move toward tapeless MassTech system
 3. Expand digital translator capabilities.
 - a. Conduct RUS Grant activities if funded.
 - b. Develop a schedule for the addition of companion translator channels
 4. Plan for replacement of UENSS Cable feeds.
 5. Implement Next Generation Interconnection System (NGIS)

6. Work with UEN to determine where shared resources may be used
7. Perform analog maintenance as needed
8. Work to identify and offer ongoing new tech. education to our engineers.
9. Monitor and evaluate any action to change the analog shutoff date
10. Investigate disposal options of various analog transmission-related equipment
11. Work with staff to develop plans for the integration of New Media

VI. Professional Development

Provide professional development opportunities to improve the quality of K-20 instruction and assure effective implementation of technology in education.

To achieve this goal, UEN will pursue the following objectives:

- A. Continue development of ongoing courses and training materials.
 1. Continue classes, endorsement program, ITC workshops
- B. Complete new class development and delivery projects.
 1. Provide Vista training for faculty
 2. Increase “just in time” training resources
 3. Provide training on new UEN Web products and services.
 4. Develop Web tools that support educator communities of practice
- C. Provide documentation and outreach for UEN professional development services.
 1. Make video tutorials for UEN products available through eMedia.
 2. Build awareness of prof dev services through promotion and presentations
- D. Administer the projects and services provided by UEN Professional Development department, and report on accountability measures to appropriate stakeholders.
 1. Continue to assess performance and report on performance

VII. Governance and Accountability

Coordinate educational technology governance across the state, and be accountable to our stakeholders through communication, measurement, and reporting on UEN services.

To achieve this goal, UEN will pursue the following objectives:

- A. Coordinate UEN Steering Committee, subcommittee, advisory committee and constituent meeting groups.
 1. Update policy manual
- B. Request new funding for UEN priorities and maximize state funds through external grants, E-Rate, and other revenue sources.

1. Develop briefing papers and documents in support of funding requests.
 2. Seek grant and foundation funds; coordinate these projects with stakeholders as appropriate.
 3. Coordinate E-Rate process with SLD, K-12 Districts, Libraries and telecommunications providers.
 4. Support 21st Century ETI as determined by the Steering Committee
- C. Track UEN performance, projects and services and communicate with stakeholders regarding our work.
1. Develop Service Report process, tied to Crystal Reports and other tools as appropriate.
 2. Develop Service Level Agreements with stakeholder groups.
 3. Create NetNews for higher education; gather input and story ideas from institutions
 4. Communicate about UEN organizationally; NetNews, legislative publications, Steering Committee reports, etc.
 5. Develop UEN Service Catalog, communicate this information through SLA's.
 6. Report monthly statistics on use of UEN Web Services, Enterprise Applications, Professional Development and WAN metrics.
- D. Increase internal communication, project management and coordination of services.
1. Continue development of Information Technology Infrastructure Library (ITIL) process and training.
 2. Hold bi-monthly managers meetings and weekly executive meetings for cross-department communication
 3. Working with Steering Committee and Subcommittees, develop annual strategic plan and budget that crosses all UEN departments.
 4. Build skills and knowledge of UEN staff through professional development, industry publications, conferences, workshops and membership in professional organizations.

UEN PERFORMANCE DASHBOARD - ACTION

Issue

In the February 2007 and April 2007 Steering Committee Meetings, updates on UEN's efforts to create an organization-wide performance dashboard were presented. This item gives an update on progress toward producing the dashboard for distribution beginning in Quarter 1 of Fiscal Year 2008 and presents a final draft version using Fiscal Year 2007 Quarter 4 data.

Background

As a state-funded organization serving a range of stakeholders, the Utah Education Network has historically collected large volumes of data concerning its performance from a variety of sources. This information is distributed to stakeholders both in periodic detailed reports and on an as-needed basis. Recent requests from UEN stakeholders for greater coordination across departments and trends in performance-based accountability, in addition to the ongoing development of new data collection tools, have highlighted the need for UEN to regularly present its performance on key measures in a single report for stakeholders. Performance dashboards are utilized by many organizations to provide an at-a-glance indication of organizational performance. UEN believes this will be an effective way of communicating critical information and is working to prepare a quarterly dashboard for distribution and posting online at www.uen.org.

A first draft of the performance dashboard was completed at the end of Quarter 2 of Fiscal Year 2007. The draft then underwent a number of revisions to clarify performance measures and to design an appropriate visual tool for communicating this information effectively. In doing so, we referred extensively to a 2006 book by Stephen Few titled, *Information Dashboard Design: The effective visual communication of data*. A second draft using data from Quarter 3 of Fiscal Year 2007 was distributed and discussed in April 2007. UEN department managers and others then participated in a second revision process to ensure that meaningful metrics were being presented.

A final draft using data from Quarter 4 of Fiscal Year 2007 is included in Attachment A. Please note that many of the measures are based on databases that purge historical data on a rolling basis, therefore historical measures of most indicators are not available. As a result, you will see several graphs and charts that appear blank. As time goes by and a historical record is built, these graphs will be populated with trend data. A mock-up of a fully populated dashboard is included in Attachment B (note that all hypothetical data is in red).

We invite your continued input and feedback; please contact Nate Southerland at nate@uen.org or (801) 581-4194 with any comments.

Recommendation

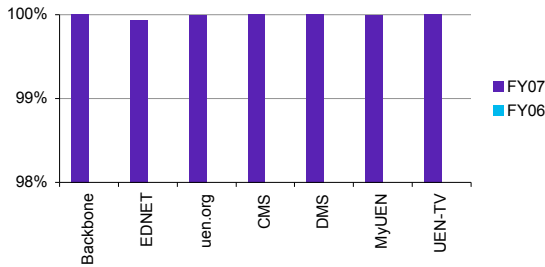
It is recommended that the Steering Committee approve the final draft of the dashboard for production and dissemination beginning at the close of Fiscal Year 2008 Quarter 1.

TAB 11 ATTACHMENT A

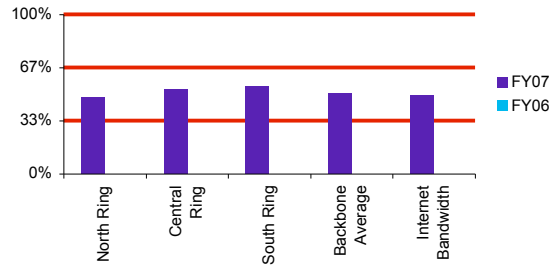
UTAH PERFORMANCE DASHBOARD FISCAL YEAR 2007 QUARTER 4 - FINAL DRAFT

UEN Performance - FY07_Q4

UEN System Availability



Network Capacity Utilization



EDNET Utilization

Indicator	Trend	% Change	Current
Number of Sites	↕	N/A	369
Number of events			
- Regular classes	0	N/A	0
- Meetings / Other	0	N/A	0
Total event hours	0	N/A	0

UEN Service Utilization

Indicator	Trend	% Change	Current
uen.org Sessions	↕	28.8%	4,690,240
Pioneer Library Searches	↕	3.0%	2,162,211
CMS Enrolled Users	↕	N/A	N/A
DMS Sessions	↕	N/A	21,900
MyJEN Logins	↕	60.9%	219,077
UEN-TV Weekly Viewers	↕	20.6%	26,113

Professional Development

Indicator	Trend	% Change	Current
Workshops	↕	N/A	213
% By Request	↕	N/A	56%
Participants	↕	N/A	3,155
Training Hours	↕	N/A	16,288
Satisfaction Rating	↕	N/A	95%

Public Information

Indicator	Trend	% Change	Current
Electronic Newsletters	↕	N/A	64,445
E-Newsletter Readers	↕	N/A	10,936
Print Materials	↕	N/A	10,100
ITV Guides (YTD)	↕	N/A	N/A
UEN Booth Visitors	↕	N/A	200

* Trend compares current period to same period last fiscal year.

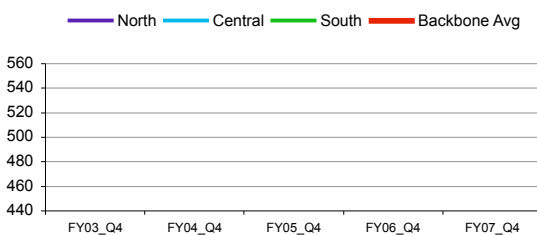
Maior Projects

EDNET IVC conversion
 YIC Datacasting Project, Phase 2
 New MyJEN system
 Transition to new Vista CMS installation
 RUS, TeleHealth, Civics, and CPB grant applications

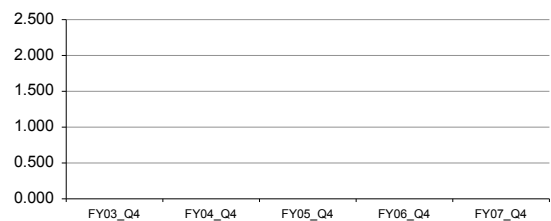
Notable Accomplishments

Launch of new MyJEN
 Reorganized IVC administration & workflow
 Internet Safety presentations
 Trained over 3,000 teachers
 Presentation for Idaho technology & education leaders

Backbone Usage (Mbps)

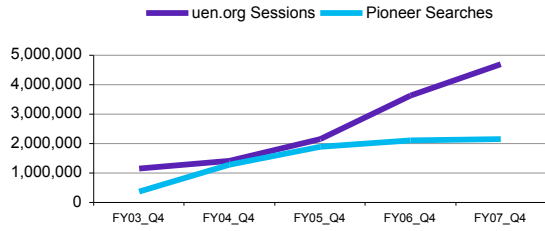


Internet Bandwidth Usage (Gbps)

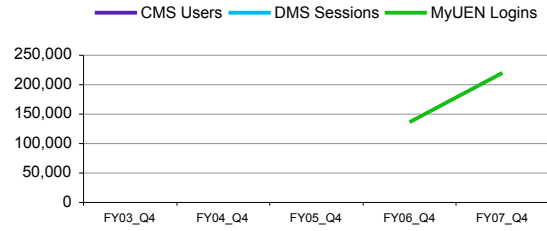


UEN Performance - FY07_Q4

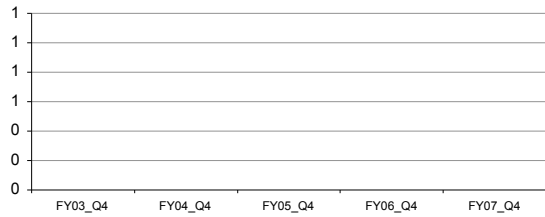
Website Traffic



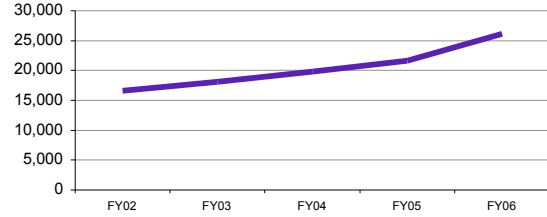
Enterprise System Usage



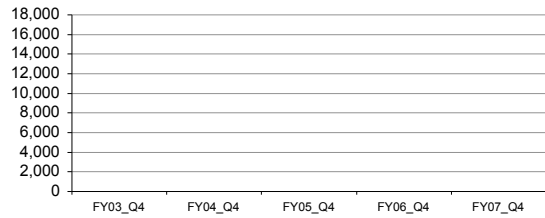
Total EDNET Events (Hours)



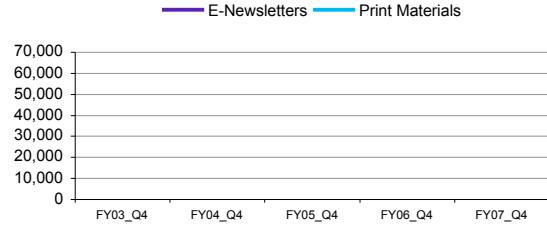
UEN-TV Weekly Viewers



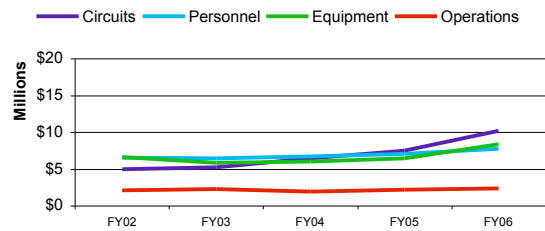
Professional Development Training Hours



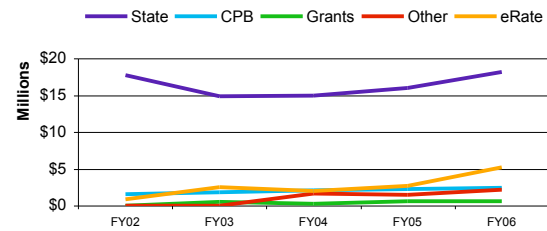
PI Materials Distributed



Annual Costs



Revenue Sources

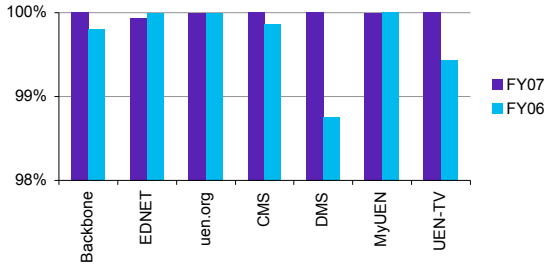


TAB 11 ATTACHMENT B

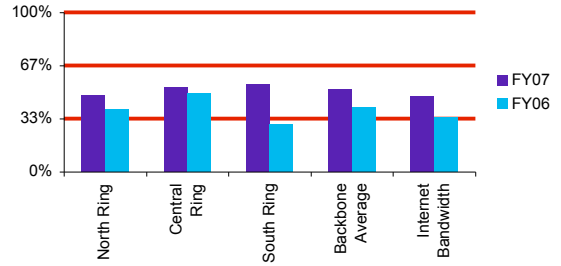
SAMPLE UEN PERFORMANCE DASHBOARD

UEN Performance - SAMPLE

UEN System Availability



Network Capacity Utilization



EDNET Utilization

Indicator	Trend	% Change	Current
Number of Sites	↕	64.0%	369
Number of events	↕	-9.1%	10,000
- Regular classes	↕	25.0%	250
- Meetings / Other	↔	0.0%	14,000

UEN Service Utilization

Indicator	Trend	% Change	Current
uen.org Sessions	↕	28.8%	4,690,240
Pioneer Library Searches	↕	3.0%	2,162,211
CMS Enrolled Users	↔	0.0%	24,391
DMS Sessions	↕	-2.0%	21,900
MyUEN Logins	↕	60.9%	219,077
UEN-TV Weekly Viewers	↕	20.6%	26,113

Professional Development

Indicator	Trend	% Change	Current
Workshops	↕	-0.9%	213
% By Request	↕	-13.5%	56%
Participants	↕	5.2%	3,155
Training Hours	↕	25.3%	16,288
Satisfaction Rating	↕	-1.0%	95%

Public Information

Indicator	Trend	% Change	Current
Electronic Newsletters	↕	3.9%	64,445
E-Newsletter Readers	↕	9.4%	10,936
Print Materials	↔	0.0%	10,100
ITV Guides (YTD)	↕	3.7%	28,000
UEN Booth Visitors	↕	-75.0%	200

* Trend compares current period to same period last fiscal year.

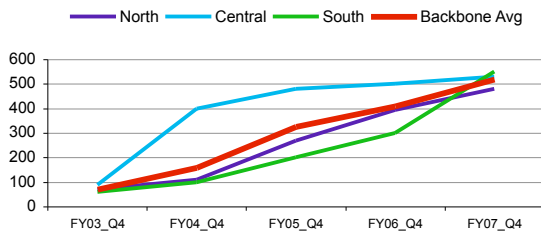
Major Projects

- Network Infrastructure Upgrades
- EDNET IVC Conversion
- UENSS Conversion
- MyUEN
- Vista Course Management System

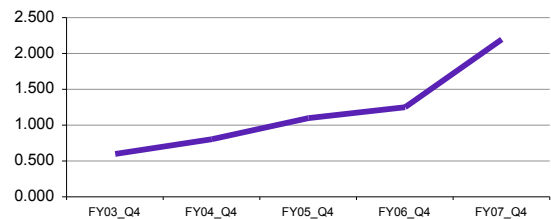
Notable Accomplishments

- Water Wise Utah Week
- UtahSAINT Conference
- SURIN Conference
- UELMA Conference
- 5,000th Professional Development Class

Backbone Usage (Mbps)

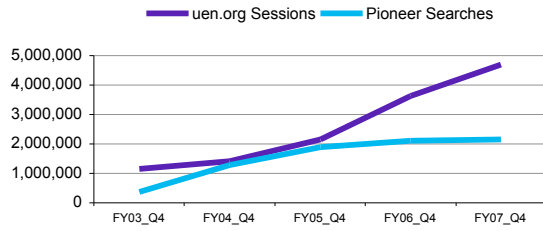


Internet Bandwidth Usage (Gbps)

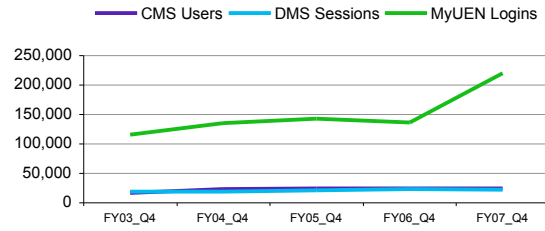


UEN Performance - SAMPLE

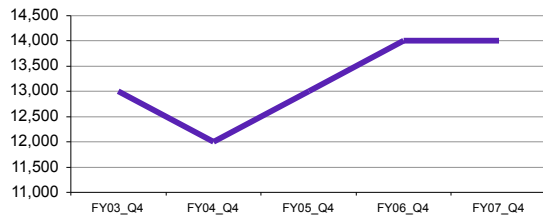
Website Traffic



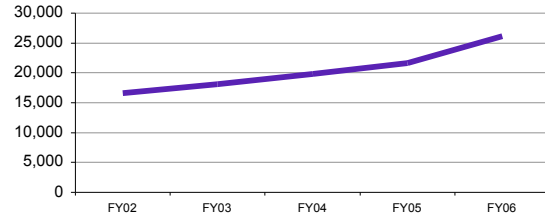
Enterprise System Usage



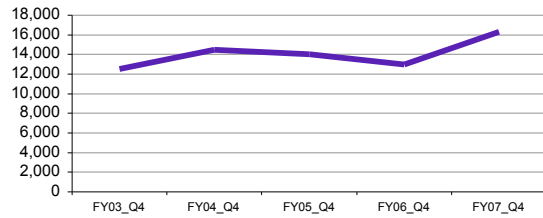
Total EDNET Events (Hours)



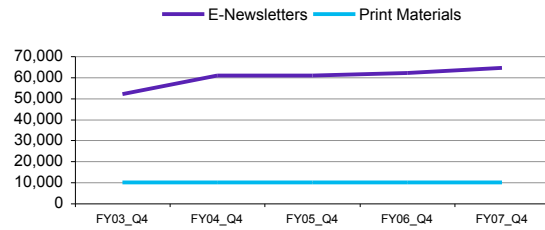
UEN-TV Weekly Viewers



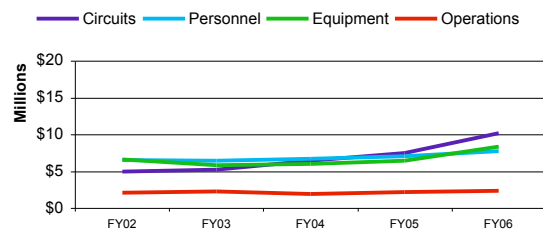
Professional Development Training Hours



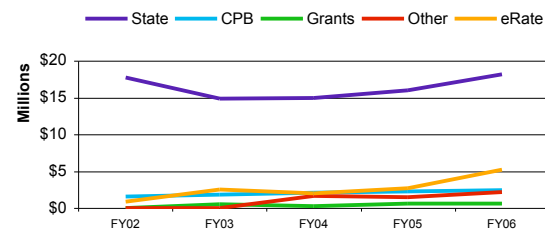
PI Materials Distributed



Annual Costs



Revenue Sources



TAB 11 ATTACHMENT C
SAMPLE UEN PERFORMANCE DASHBOARD SOURCE DATA

UTAH EDUCATION NETWORK - Performance Dashboard

Mission Statement: "We network to create educational opportunities, connect people and collaborate with partners in serving Utah communities."
Vision Statement: "Be Utah's most trusted, accessible and recognized partner for innovation in educational technology."

Mike Petersen, Executive Director

UEN Performance - SAMPLE

Metric	Current	Previous	Previous2	Previous3	Previous4	Frequency
Administration						
Yearly operating budget	FY06	FY05	FY04	FY03	FY02	
Total state appropriations	\$28,626,949	\$23,116,100	\$20,985,500	\$19,647,800	\$20,122,800	annually
CPB Community Service Grant	\$18,186,700	\$15,998,000	\$14,918,600	\$14,833,300	\$17,716,601	annually
Other grant income	\$2,432,955	\$2,291,285	\$2,122,900	\$1,822,021	\$1,553,099	annually
All other income	\$598,526	\$646,700	\$270,700	\$491,679	\$0	annually
Total value of eRate reimbursements	\$5,202,243	\$2,698,700	\$2,011,700	\$2,500,800	\$853,100	annually
ERate reimbursement per K-12 student	\$9.91	\$5.34	\$4.13	\$5.20	\$1.79	annually
Circuit costs	\$10,189,518	\$7,461,247	\$6,398,841	\$5,177,097	\$4,931,425	annually
Personnel costs	\$7,726,300	\$7,045,300	\$6,714,400	\$6,412,500	\$6,554,600	annually
Equipment, maintenance, & licensing costs	\$8,366,726	\$6,393,253	\$5,959,659	\$5,835,803	\$6,578,275	annually
Operational costs (facilities, utilities, travel, etc.)	\$2,344,405	\$2,216,300	\$1,912,600	\$2,222,400	\$2,058,500	annually
Estimated cost savings for Utah taxpayers	N/A					annually
Wide Area Network						
Total backbone capacity - Gbps	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
North Backbone Utilization (95th Percentile) - Mbps	1.00	1.00	1.00	1.00	0.10	quarterly
% North Backbone Utilization (95th Percentile)	48.0%	39.5%	27.0%	11.0%	70.0%	quarterly
Central Backbone Utilization (95th Percentile) - Mbps	530	500	480	400	90	quarterly
% Central Backbone Utilization (95th Percentile)	53.0%	50.0%	48.0%	40.0%	90.0%	quarterly
South Backbone Utilization (95th Percentile)	550	300	200	100	60	quarterly
% South Backbone Utilization (95th Percentile)	55.0%	30.0%	20.0%	10.0%	60.0%	quarterly
Total Backbone Utilization (95th Percentile) - Mbps	518	410	325	160	70	quarterly
% Total Backbone Utilization (95th Percentile)	51.8%	41.0%	32.5%	16.0%	70.0%	quarterly
Total Internet capacity - Gbps	4,600	3,600	2,200	1,000	0,800	quarterly
Internet Bandwidth Utilization (95th Percentile) - Gbps	2,200	1,250	1,100	0,800	0,600	quarterly
% Internet Bandwidth Utilization (95th Percentile)	47.8%	34.7%	50.0%	80.0%	75.0%	quarterly
Backbone availability (% uptime)	100.000%	99.800%	99.980%	98.570%	100.000%	quarterly
Average recovery time (MTTR) - minutes	27.00	29.00	30.00	28.00	30.00	quarterly
# of end sites connected through a T1 or better	832	750	600	520	410	quarterly
% of qualified sites connected through a T1 or better	100.0%	100.0%	99.0%	98.0%	100.0%	quarterly
# of total training hours (total # participants x # hours per participant)	110	105	110	105	105	quarterly
Distance Learning						
# of certified EDNET sites	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
# of regular class sessions	369	225	195	180	160	quarterly
# of other trackable events	10,000	11,000	10,000	9,000	9,500	quarterly
# of event hours	250	200	215	175	110	quarterly
EDNET Core Availability (% uptime)	14,000	14,000	13,000	12,000	13,000	quarterly
Average recovery time (MTTR) - minutes	99.932%	99.989%	99.985%	99.850%	99.900%	quarterly
# of higher ed. courses	8.00	9.00	12.00	13.00	18.00	quarterly
# of public ed. courses	175	170	165	170	165	biannually
# of concurrent enrollment courses	125	75	80	90	90	biannually
	225	215	220	200	210	biannually
Web Resources						
# of overall uen.org visitor sessions	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
	4,690,240	3,640,898	2,142,169	1,417,714	1,154,327	quarterly

Metric	Current	Previous	Previous2	Previous3	Previous4	Frequency
% of visitor sessions originating in Utah	85.3%	86.7%	85.4%	82.2%	86.5%	quarterly
Average length of visitor session (mins.)	11.783	11.850	10.617	11.150	10.250	quarterly
Site availability (% uptime)	99.996%	99.989%	99.998%	99.920%	97.750%	quarterly
Average recovery time (MTTR) - minutes	15.50	18.50	17.65	15.50	14.30	quarterly
Pioneer Library aggregate # of searches	2,162,211	2,100,017	1,886,725	1,286,625	379,925	quarterly
Enterprise Applications						
CMS [Course Management System] availability (% uptime)	99.998%	99.858%	99.989%	99.993%	99.250%	quarterly
CMS # of sections with active enrolled users	1,638	1,425	1,355	989	1,015	biannually
CMS # of users enrolled in active sections	24,391	24,391	24,400	22,580	15,775	biannually
DMS [Digital Media Service] availability (% uptime)	99.998%	98.750%	99.989%	99.993%	98.250%	quarterly
DMS # of sections	21,900	22,350	21,000	18,000	19,000	quarterly
DMS # of downloads	5,545	5,900	5,200	4,500	3,800	quarterly
DMS # of K-12 titles	1,955	1,750	1,500	1,250	1,000	quarterly
DMS # of Higher Ed. titles	1,002	900	800	700	600	quarterly
MyJEN availability (% uptime)	99.996%	99.998%	99.980%	98.250%	99.225%	quarterly
MyJEN # of verified Premium users	18,016	18,000	17,000	19,500	12,000	quarterly
MyJEN # of verified Basic users	8,127	7,500	7,700	7,200	6,500	quarterly
MyJEN # of visitor sessions	219,077	136,160	142,000	135,000	115,000	quarterly
Aggregate availability (% uptime) for all Enterprise Applications	99.997%	99.988%	99.995%	99.250%	99.500%	quarterly
Aggregate average recovery time (MTTR) for all Enterprise Applications	12.05	13.00	12.50	11.50	18.75	quarterly
Broadcast Services						
(Annual Indicators)	FY06	FY05	FY04	FY03	FY02	
% compliance with FCC and CPB filing requirements	100%	100%	100%	100%	100%	annually
% of programs correlated with an identified need	100%	100%	99%	98%	99%	annually
# of households in DMA (estimated)	849,045	827,150	802,927	779,580	755,812	annually
# of households reached per week (estimated)	26,113	21,655	19,860	18,072	16,582	annually
% of households reached per week (estimated)	3.08%	2.62%	2.47%	2.32%	2.19%	annually
# of viewers reached through outreach publications & events	12,053	9,826	8,972	11,498	5,019	annually
# of sites served by datacasting services	25	22	20	18	17	annually
(Quarterly Indicators)	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
# of program downloads through Comcast Video On Demand	2,700	2,250	2,800	1,490	1,280	quarterly
# of uen.org/tv visitor sessions	97,016	143,224	61,931	20,519	13,707	quarterly
# of utahiv.org visitor sessions	18,028	12,809	14,500	28,000	29,500	quarterly
% of positive viewer comments	92%	93%	85%	88%	94%	quarterly
Availability of broadcast signal (% uptime)	100.000%	99.435%	98.888%	99.999%	97.999%	quarterly
Average recovery time (MTTR) - minutes	245.00	180.00	166.00	280.00	1275.00	quarterly
Professional Development						
	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
Total # of workshops conducted	213	215	200	180	190	quarterly
# of workshops conducted for Higher Ed.	9	15	12	11	10	quarterly
# of workshops conducted for Public Ed.	204	200	188	169	180	quarterly
# of workshops offered by request	120	140	120	110	100	quarterly
% of workshops offered by request	56.34%	65.12%	60.00%	61.11%	52.63%	quarterly
# of participants	3,155	3,000	3,200	3,300	2,800	quarterly
# of total training hours (total # participants x # hours per participant)	16,288	13,000	14,000	14,500	12,500	quarterly
# of workshops / courses approved for credit by authorized agency	129	128	115	112	105	quarterly
% of eligible workshops / courses approved for credit by authorized agency	100.0%	100.0%	100.0%	100.0%	100.0%	quarterly
Satisfaction rating on post-workshop evaluations	95.0%	96.0%	95.0%	94.0%	95.0%	quarterly
Public Information						
	FY07_Q4	FY06_Q4	FY05_Q4	FY04_Q4	FY03_Q4	
# of electronic newsletters delivered	64,445	60,000	61,000	60,950	52,000	quarterly
# of electronic newsletters opened	10,936	10,000	11,000	12,000	10,000	quarterly
# of NetNews newsletters opened	6,145	6,200	6,000	5,000	4,000	quarterly
# of Professional Development newsletters opened	4,325	4,300	4,200	4,300	4,200	quarterly

Metric	Current	Previous	Previous2	Previous3	Previous4	Frequency
# of click-throughs for course information	2,691	3,200	2,400	2,800	3,100	quarterly
# of ITV Guides distributed (YTD)	28,000	27,000	26,000	25,000	27,000	quarterly
# of print materials distributed	10,100	10,100	10,100	10,100	10,100	quarterly
# of responses to Professional Development mailings	325	320	380	370	325	quarterly
# of events with UEN booth	1	8	2	5	1	quarterly
# of visitors at UEN booth during events	200	800	200	200	400	quarterly
% of Public Information goals completed	85%	98%	82%	77%	87%	quarterly

STATUS - Default Ranges	NOTES
90% or greater of target = green	TREND and % CHANGE compare Cur
>=75% to <90% of target = yellow	Gray shading indicates an unused cell.
less than 75% of target = red	Numbers in red do not reflect actual da

KUED-7 DIGITAL SPANISH LANGUAGE CHANNEL - DISCUSSION

Issue

This fall, KUED-7 will offer the first national Spanish-language television network presented by public television stations in the Salt Lake City Market. KUED's General Manager, Larry Smith, will give an overview of the new channel and programming. A promotion about the new network is included in Attachment A.

Background

V-me is a new national network partnered with public TV that entertains and educates America's Latino families in Spanish with a lively mix of original and exclusive programs: kids, lifestyle, nature, science, history, current affairs, music, arts and nightly movies.

KUED will broadcast this 24-hour digital network on their digital channel 7.3. It will be carried by Comcast on basic digital cable throughout their Utah operations. KUED is also partnering with The University of Utah who we hope will agree to underwrite the channel as a way to reach out to the local Hispanic community.

V-me (from the Spanish *veme*, meaning see me) entertains, educates and inspires families in Spanish with a youthful, contemporary mix of original productions, exclusive premieres and acquisitions and popular public television programs specially adapted for American Latinos. Headlining V-me's primetime schedule is the network's flagship original program, *Viva Voz* – a nightly interview program where a variety of hosts, newsmakers and celebrities speak in a free and open forum about current affairs and social issues affecting Latinos and society as a whole. Reflecting the diversity of the national Hispanic community, the hosts of *Viva Voz* will cover different areas of expertise as well as countries of origin.

V-me's programming is organized into five themes, kids, lifestyle, factual, movies and specials.

For parents and caregivers, public TV means quality pre-school programming. V-me builds on this tradition, devoting 36 hours a week to creating a healthy, positive environment, where preschool children can learn and have fun in Spanish.

Starting the day and on afternoons and weekends, V-me's diverse lifestyle line-up reflects the high interest among Latinos for content relating to health, parenting, nutrition, travel, food, home, design, self-improvement, sports and more.

V-me's primetime line-up presents intelligent entertainment and opinion, with content developed, selected and adapted for American Latinos covering current affairs, history,

science, biography and natural history.

Today's Latin cinema reveals new faces, new voices, and new definitions of what it means to be Latino. *V-me en Pantalla* presents contemporary Spanish-language films every night – closed captioned in English for non-Spanish speakers. Weekly entertainment specials feature international concerts and performances in the arts, pop culture and more.

Recommendation

This is a discussion item requiring no further Steering Committee action. Committee members are encouraged to notify their institutions and organizations about this new digital television opportunity.

TAB 12 ATTACHMENT A
KUED-7 DIGITAL SPANISH LANGUAGE CHANNEL PROMOTION

Coming Fall of 2007



KUED 7.3
University of Utah

V-Me is a television service of KUED and the University of Utah. Premiering this Fall on KUED digital channel 7.3, V-Me is a 24-hour Hispanic channel offering high-quality programming from PBS producers and other distributors throughout North and South America. KUED is negotiating with Comcast to include V-Me in their cable service.



Programming on V-Me includes:

- Children's and Educational
- Lifestyle and Entertainment
- Factual and Current Affairs
- Movies and Special Events

The idea behind V-Me

Expand the impact of KUED and Public Television to the Hispanic Community in Utah with programs that engage your mind and enrich your life.

V-Me's Mission: Increase Hispanics' full participation in Utah's communities via exposure to alternative television programming that enlightens and entertains.

For information on sponsoring programs on V-Me, please contact:

Jon Hartog

KUED Corporate Support Manager

801-581-4302

jhartog@kued.org

TENTATIVE MAY 2007 PROGRAM SCHEDULE

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
6:00	Más Sabor en Menos Tiempo	Nuestra Cocina	Cooking Thin	Nuestra Cocina	Más Sabor en Menos Tiempo	Visions	Honey I Ruined the House
6:30	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa		
7:00	Aire Yoga	Aire Yoga	Aire Yoga	Aire Yoga	Aire Yoga	Aire Yoga	Aire Yoga
7:30	Franny's Feet	Franny's Feet	Franny's Feet	Franny's Feet	Franny's Feet	Connie the Cow	Cyberchase
8:00							
8:30	Lunar Jim	Lunar Jim	Lunar Jim	Lunar Jim	Lunar Jim	Lunar Jim	Beyond Medicine
9:00	Connie the Cow	Baby Triplets	Connie the Cow	Baby Triplets	Connie the Cow	Baby Triplets	Home
9:30	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Franny's Feet	Home
10:00	Kipper	Brambly Hedge	Kipper	Brambly Hedge	Kipper	Hoobs	Honey I Ruined the House
10:30	Baby Triplets	Percy	Rubbadubbers	Percy	Baby Triplets	Kipper	
11:00	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Plaza Sésamo	Lunar Jim	The Unteachables
11:30	Hoobs	Rubbadubbers	Hoobs	Rubbadubbers	Hoobs	Rubbadubbers	
12:00	Connie the Cow	Connie the Cow	Connie the Cow	Connie the Cow	Connie the Cow	Brambly Hedge	Más Sabor en Menos Tiempo
12:30	Lunar Jim	Lunar Jim	Lunar Jim	Lunar Jim	Lunar Jim	Cyberchase	Calorie Commando
1:00	Franny's Feet	Franny's Feet	Franny's Feet	Franny's Feet	Franny's Feet	Trans World Sport	Nuestra Cocina
1:30	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa	Los Niños en su Casa		Everyday Italian
2:00	Beyond Medicine	Visions	\$100 Taxi Ride	Around the World in 80 Treasures	Beyond Medicine	Around the World in 80 Treasures	Trans World Sport
2:30	Home		Rock Road		Home		
3:00	Más Sabor en Menos Tiempo	Nuestra Cocina	Cooking Thin	Nuestra Cocina	Más Sabor en Menos Tiempo	Visions	Motor Week
3:30	Everyday Italian	\$40 a Day	30 Minute Meals	\$40 a Day	Everyday Italian		Quiero Ser
4:00	Visions	Rock Road	Around the World in 80	Rock Road	Honey I Ruined the House	Explorations	\$100 Taxi Ride
4:30		\$100 Taxi Ride		\$100 Taxi Ride		Explorations	Wild Chronicles
5:00	Clio Presents	Motor Week	Clio Presents	FAQ	\$100 Taxi Ride	Trans World Sports	Animal Park
5:30		Explorations		Science in: The NewsHour	Quiero Ser		
6:00	Explorations	Nature	Killing for a Living	Nature	Exploations	Flightpath	Nature
6:30	Explorations				Explorations		
7:00	Animal Park	Wild Chronicles	Full Force Nature	Wild Chronicles	Animal Park	Full Force Nature	The Unteachables
7:30		What Went Wrong?	What Went Wrong?	What Went Wrong?		What Went Wrong?	
8:00	Clio Presents	Trans World Sports	Critical Rescue	Motor Week	Flightpath	Critical Rescue	Quiero Ser
8:30				FAQ			Rock Road
9:00	La Plaza Conversaciones	Wide Angle	Religion & Ethics	Turning Points of History	Oppenheimer Presents	FAQ	Great Performances
9:30	Air		Science in: The NewsHour			Air	
10:00	VIVA VOZ	VIVA VOZ	VIVA VOZ	VIVA VOZ	VIVA VOZ	Wide Angle	Great Performances
10:30							
11:00	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)	V-ME EN PANTALLA (Movie)
11:30							
Mid-night							
12:30							
1:00	VIVA VOZ	VIVA VOZ	VIVA VOZ	VIVA VOZ	VIVA VOZ	Trans World Sports	Great Performances
1:30							
2:00	La Plaza Conversaciones	Wide Angle	Religion & Ethics	Turning Points of History	Oppenheimer Presents	V-ME EN PANTALLA (Movie)	Great Performances
2:30	Air		Science in: The NewsHour				
3:00	Clio Presents	Trans World Sports	Critical Rescue	Motor Week	Flightpath		Visions
3:30				FAQ			
4:00	Animal Park	Wild Chronicles	Full Force Nature	Wild Chronicles	Animal Park	Clio Presents	Rock Road
4:30		What Went Wrong?	What Went Wrong?	What Went Wrong?			\$100 Taxi Ride
5:00	Explorations	Nature	Killing for a Living	Nature	Explorations	Air	Around the World in 80 Treasures
5:30	Explorations				Explorations	Religion & Ethics	



WATER WISE UTAH LAUNCH - DISCUSSION

Issue

Water Wise Utah activities are increasing in preparation for the September 2007 launch. Lisa Cohne, the Water Wise Utah project manager, will be prepared to summarize the upcoming activities.

Background

Steering Committee members may recall that Water Wise Utah was a prestigious grant awarded as part of the Partnership for a Nation of Learners project from the Institute for Museum and Library Services and the Corporation for Public Broadcasting.

Partners for the project are: Utah Education Network, KUED-7, Utah Museum of Natural History, The J. Willard Marriott Library and KUER FM-90. The Water Wise Utah goal is to leverage collaboration among public broadcasting, libraries and museums to increase Utah citizen's awareness and active stewardship toward conserving Utah water. The project began in December 2006. The Web site launched in August 2007 and the state roll out of events begins in September 2007. The Water Wise Utah Water Week broadcast will be October 7 – 13, 2007.

Water Wise Utah partnership activities include:

- A comprehensive Water Wise Utah Web site at *waterwiseutah.org* (designed and hosted by UEN)
- Publicity about the project and the events (busboards, newspapers, etc.)
- A traveling museum exhibit – *The Bear River: Last Chance to Change Course* – (designed by the Utah Museum of Natural History)
- A digital library collection, *The Western Waters Digital Library* hosted by The J. Willard Marriott Library.
- Water documentaries to be aired on KUED-7 and UEN-TV
- KUER FM-90's airing of special reports and PSA's regarding Utah's water.
- Community events in each of the 5 target communities with librarians, K-12 educators and museum staff: Salt Lake City, St. George, Draper, South Jordan and Ogden.

An example of the Salt Lake City community events at the public libraries include:

- Panel Discussion: Faith and Conservation Connections: What can and are faith based groups doing as organizations to make a difference?
- Town Hall Meeting: Mayoral Candidates talk about Water and Salt Lake City
- A discussion and activities around the Jordan River. Various organizations and community leaders discuss climate change and the impact on Utah's water.
- Film Screening of, *A Desert Sea* followed by expert panel discussion on the Great Salt Lake.

Other events will be scheduled in St. George, South Jordan, Ogden and Draper in the coming year.

Recommendation

This is a discussion item requiring no further Steering Committee action.

UEN NETWORK PERFORMANCE METRICS - DISCUSSION**Issue**

The UEN Network Operations Center continues to monitor health and utilization of the network. Network Operations is also continuing its development of tools and acquiring resources to better manage and monitor the network.

Background

Performance Metrics for the UEN Backbone**Network Backbone Availability**

Month to Date	100%
Quarter to Date	99.979%*
Year to Date	99.993%*

A backbone outage to CEU lasted over 6 hours on June 19th, 2007 and is reflected in the quarterly and year-to-date statistics.

Average POP Site Latency

PoP Name	Average
USU	4.7 ms
WSU	3.8 ms
DATC	3.5 ms
EBC	3.2 ms
SLCC	3.1 ms
UVSC	2.8 ms
UVSCW	3.4 ms
CEU	4.2 ms
Snow	3.8 ms
SnowS	4.6 ms
SUU	6.5 ms
Dixie	6.6 ms

Network Backbone Utilization by Ring

Ring	Current	June	April	February
North Ring	49%	48%	45%	39%
Central Ring	53%	53%	54%	52%
South Ring	57%	55%	53%	31%

Internet Bandwidth Summary

Current Overall Internet Bandwidth Available 3.6Gbps

Current Internet Average Peak Utilization 2.1Gbps

Note: All peak statistics are calculated using the peak 95th percentile industry standard calculations.

Recommendation

This is a discussion item requiring no further Steering Committee action.

E-RATE FUNDING UPDATE - DISCUSSION

Issue

This is an update on E-Rate funding for Fiscal Year 2008.

Background

UEN filed for approximately \$11.1 million in E-Rate dollars for Fiscal Year 2008 (July 1, 2007 - June 30, 2008). To date, UEN has been funded approximately \$10.8 million, with six applications still under review. All Ethernet projects have been funded. This includes Phase 4.75 Ethernet services with Qwest, UTOPIA, Emery, Frontier-Citizens, South Central and Centracom.

The school districts have been funded approximately \$3.8 million thus far.

UEN has scheduled six E-Rate training sessions to help applicants prepare for the upcoming filing window this Fall. The dates and links to register for these sessions are on the UEN E-Rate Web site at www.uen.org/e-rate. If needed, additional training dates will be made available. These dates and registration will be announced as they're identified.

Recommendation

This is a discussion item requiring no further Steering Committee action.

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

June 15, 2007 – 9:00 a.m.

Members Present: Stephen Fletcher, Rick Gaisford, Debby Gomberg, Stephen Hess, Kory Holdaway, Eric Hawley for M. K. Jeppesen, Pat Lambrose, Jim Stewart for Mike Petersen, Eric Mantz for Ryan Thomas, Wayne Peay, Kirk Sitterud, Glen Taylor, Ray Walker and Gary Wixom.

Others Present: Charice Black, Kevin Dutt, Jeff Egly, Rich Finlinson, Claire Gardner, Boyd Garriott, James Hodges, Laura Hunter, Coy Ison, Troy Jessup, Doug Jones, Karen Krier, Lisa Kuhn, Jim Langston, Don Mahaffey, Bryan Peterson, Kevin Quire, Larry Smith, Nate Southerland and Cory Stokes.

Welcome and Introductions

Gary Wixom welcomed everyone to the June meeting. Gary announced that the new co-chair Brenda Hales would be joining us at the August meeting.

Gary also announced that Steve Hess now reports directly to President Young and has full responsibility for the OIT Department.

Committee of the Whole

Tab 21 - Fiscal Year 2008 Budget

The FY 2008 UEN Budget is ready for initial review by the Steering Committee and will be approved at the August meeting. The UEN FY 2008 budget reflects significant growth in state appropriations and federal E-Rate reimbursements. We are confident that the financial plan outlined in the budget will allow UEN to maintain the statewide network with increased capacity and improved reliability. It is proposed that the additional resources be used to complete the remaining network expansion projects at secondary schools, complete conversion of the EDNET system to IP-based technology, increase the number of USHE institutions that receive course management support from UEN and to convert the UEN/USU satellite system to IP videoconferencing technology. The attachment summarizes revenue sources used to fund the budget and

expenditures by specific program areas. Gary Wixom asked that everyone take time to review the attached budget which can be found in Tab 21 Attachment A.

A motion was made and seconded to proceed on an interim basis until the August meeting where final action will be taken in regards to the FY 2008 Budget. THIS MOTION CARRIED.

Tab 22 - FY 2008 Draft Strategic Plan

The UEN Steering Committee and subcommittees have developed long term strategic objectives which the organization will be working towards during the next several years. The tactical objectives and activities contained in the FY 2007 Strategic have been updated by removing those that have been completed and those that we are continuing to work on will still be listed as objectives. These long term objectives serve as a complement to the annual tactical plan and help guide our policy, funding, and legislative priorities for the coming years. The seven main goal areas of UEN are consistent from year to year, and are based on statute and mission.

For a detailed outline of the Long Term Strategic Plan please see Tab 22, Attachment A.

For a detailed outline of the UEN FY 2008 Strategic Plan please see Tab 22, Attachment B.

The Instructional Services and Technical Services subcommittees will continue to work together on the details along with Higher Education and Public Education committee members.

Tab 23 - State of Utah Registry for Internet Numbering (SURIN) Bylaws

Article VII of the SURIN Bylaws has been revised and is ready for approval. The revised Article VII is provided as Attachment A. Upon approval the SURIN Board intends to circulate and initiate a call for policy recommendations from the general SURIN membership.

A motion was made and seconded to approve the revised Article VIII SURIN Bylaws with the change from Advisory Council to be Technical Advisory Council. THIS MOTION CARRIED.

Tab 24 - Cost Recovery from Private Educational Institutions for Network Connectivity

UEN recently developed Policy 2.1 Network Connectivity Charges. This policy enables UEN to connect eligible entities where no state appropriation has been provided. The attached proposed addendum to Policy 2.1 seeks to clarify the components of cost recovery and methodologies for determining charge back totals. For the complete Addendum to UEN policy 2.1 please see Tab 24, Attachment A. UEN will be publishing a cost schedule that will be based on the billing components that are outlined in this policy.

A motion was made and seconded to approve the Addendum to Policy 2.1 with the following change: Policy 2.1.5.3.1.1 (e) to change USHE to be University of Utah (U of U) Chief Information. THIS MOTION CARRIED.

Tab 25 - UEN Summer Goals and Progress

UEN has created an Ambitious UEN Achievement Goals Web site. Summer goals represent activities identified through UEN's annual strategic planning process, based on input from districts, institutions, and our Steering Committee. A complete list of the summer goals can be found behind Tab 25, Attachment A.

Tab 26 - Enterprise Vista Course Management Service - Summer

Cory Stokes reported on the new hardware and software infrastructure for the course management service that was installed recently. Over a 3 week period Instructional Designers and Faculty at UVSC and USU moved hundreds of courses to the new hosted environment. Throughout this migration process UEN system and database administrators provided round-the-clock support. A few issues have arisen and UEN is currently working with Blackboard Support to resolve these issues.

Course migration to the new Vista environment continues for all institutions throughout the summer. UEN hopes to have all institutions moved and hosted on the new environment for Fall 2007. UEN is also looking at options for performing load testing on the new Vista environment before the increased usage in the Fall.

Tab 27 - Network Performance Metrics

The UEN Network Operations Center continues to monitor the health and utilization of the network. For an update on how well the Operations Center is doing please see Tab 27.

Tab 28 - Steering Committee Meeting Minutes

A motion was made and seconded to approve the minutes as corrected. THIS MOTION CARRIED.

The next Steering Committee meeting will be held on August 17, 2007, at the Dolores Doré Eccles Broadcast Center.

The meeting then adjourned for subcommittee meetings. The minutes from each subcommittee appear below.

Utah Education Network Instructional Services Subcommittee Meeting Minutes

Attendees: Rick Gaisford, Claire Gardner, Debbie Gomberg, Laura Hunter, Doug Jones, Bill Kucera, Pat Lambrose, Jim Langston, Wayne Peay, Nate Southerland and Cory Stokes.

Tab 30 - Web Conferencing RFP Status Report – Discussion

UEN is pursuing licensing a Web conferencing and collaboration tool on behalf of all the higher education institutions. The RFP has been released and course management funding from the 2007 Legislature has been set aside for this project. Additionally, documents have been filed for E-Rate funding. If the service qualifies for E-Rate then K-12 would be able to take advantage of the license as well.

Vendor responses to this RFP are due 7/19/07 and UEN will strive to get the system in place for Fall Semester 2007. At this time, 8 to 10 vendors are expected to respond to the RFP.

Action — This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 31 - NetSafe Utah Project Results – Discussion

The report in Tab 31 of the June 2007 Steering Materials contains a summary of the first year activities for the NetSafe Utah project. Project partners would like to continue the project next year if legislative funding is available. UEN and its partners are building a list of goals should funding be approved.

UEN applied for an award for this project from NETA, the results of which will be known near the end of the year.

Action — This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 1 - Grants Update – Discussion

The committee reviewed a list of pending grant applications and their descriptions. Funding decisions are expected in the coming months as outlined in Tab 1 of the June 2007 Steering Committee Materials.

Action — This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 2 - IVC Policy Needs – Discussion

UEN is on schedule to have the network transitioned from EDNET to IVC by Fall Semester. The new network comes with new flexibility and local ability to access it. Due to these changes, UEN is initiating an effort to update distance learning policy to balance ad hoc with scheduled meetings.

Policy recommendations will come from the Instructional Services Subcommittee and Claire Gardner will bring the draft policy to the Subcommittee in August. Jeff Egly and Claire will discuss the proposed policy changes with the Public and Higher Education advisory committees.

Action — This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 3 - Public Education and Higher Education Advisory Committee Reports – Discussion

Members of the Public and Higher Education Advisory Committees met jointly on June 1st at the Board of Regents Gateway offices. Doug Jones and Cyd Grua gave an update on the activities of the committees.

The Higher Education Distance Learning Course Resources Vendor Showcase is scheduled for September 13, 2007. All Instructional Services Subcommittee members are welcome to attend.

Action – This is a discussion item requiring no further Instructional Services Subcommittee action.

Committee members also thanked Wayne Peay for his work as a member and co-chair of the committee. Wayne will be retiring and leaving his positions at the Eccles Health Sciences Center and UEN Steering Committee this summer.

Utah Education Network Technical Services Subcommittee Meeting Minutes

Attendees: Steve Fletcher, Coy Ison, Jeff Egly, Steve Hess, Jim Stewart, Claire Gardner, Glen Taylor, Lisa Kuhn, Joni Robertson, Don Mahaffey, Troy Jessup, Ray Walker, Eric Hawley, Eric Mantz, Steve Mecham.

Tab 4 - UENSS Conversion Report – Discussion

UEN has a list of thirty ambitious goals for the summer. The driving force is Technical Service's most important goal to convert UEN satellite systems to Interactive Videoconferencing technology. It is a huge project! We have over 150 sites to convert in a few months – the most in UEN history.

We are preparing to move away from the satellite uplink with SES Americom contract by the end of June. The notification was sent out last month and we placed the request to pay month to month for the space segment during July and August to complete courses taught during the summer. We are awaiting a response back from SES Americom to continue with them at the same pricing. If they bump the monthly cost up, we will move forward and cut it off prior to August 31st. This would be a worst case scenario.

We have crossed the 100 mark on sites that have been installed. The project is 2/3 of the way completed.

UEN met with the staff at USU to work to transition the VOC staff in Logan to UEN by July 1st. A hiring committee has been assembled to begin interviewing candidates for new Tier Two VOC positions.

There is an aggressive training program with the Distance Education Specialists to work with all the facilitators and instructors around the state so they are prepared for this new technology when the fall semester begins.

Great progress has been made on the WAN. USU in Brigham City is now up. We are working on the internal connections. Most of the WAN issues have been completed.

We are also transitioning to RadVision's new Scopia platform. It provides the features we need to help resolve issues with large multi issue sites. We are still working with some issues with RadVision. If the issues have not been addressed by the end of this month we are going to stay on our Via IP 400 platform.

Tab 5 - Phase III and IV Ethernet Update – Discussion

Phase III consists primarily of Qwest Geomax improvements throughout the state. We are working with Conterra in Box Elder, Logan and Cache school districts to complete licensed point to point microwave circuits. The bulk of those sites should be completed in the fall.

We just kicked off Phase IV. The site surveys are underway and in some cases preparations have been made to order equipment for fiber improvements. Priority has been give to a few Phase IV sites where we needed to address the immediate needs of the district as well as the UEN satellite project that is affected by increased bandwidth needs. The Phase IV project will allow us to complete all improvements to many district offices that have not received Ethernet improvement at this point. A number of sites will be completed by start of school.

Some of these projects were E-Rated and approved and we are watching them closely to make sure we meet the time line for E-Rate. If we do identify some exceptions, we will work with Lisa Kuhn's group in filing E-Rate extensions to get the time necessary to complete these projects.

Tab 6 - FY 2008 Regional Priorities Development – Discussion

This is the fifth year we have put together a Regional Priorities list. A meeting was held on May 31, 2007 where each region presented their priority list. These regional priorities were compiled into a consolidated list. We have started to address items on the list that are easily taken care of without any additional resources. UEN will review the list and make prioritizations and evaluate resources in terms of equipment and staff time. The Regional Priority list will then be presented to the Steering Committee in August. We continue to look for input.

Kevin Quire was assigned as the UEN representative for the U of U Campus research group.

UEN does not direct activities within the regions. The advocate program provides staff to transfer technical information back and forth. UEN seeks to better understand the expectations of the regions and conversations with the advocates is one of the ways to make sure that we are all working together. More communication, follow up and information is always needed.

Mike Petersen and Jim Stewart have heard that elementary school connectivity beyond T1's is necessary throughout the state. In the past, there was reluctance by some districts to pursue this saying they didn't feel it was necessary. Jim now believes the districts are no longer reluctant to move to a broader bandwidth. Mike and Jim are going to address this and will come up with a plan on how to present this. This will require more than a UEN effort. It will take cooperation with districts and many

dollars to do this. There are other viable alternatives other than Ethernet connectivity that we may have to explore.

There was a discussion of the separate 10 gig being requested by USU for research. Upgrade to entire backbone and a production, research and experimental network were discussed. If we do a 10 gigabit production connection that is production quality, adjustments would have to be made all the way around. It was determined that there needs to be two 10-gig networks: one for the production need across the backbone and one for the separate USU 10 gig request to take care of the researchers' needs.

Eric Hawley recommended joining Priority List items 93 and 95 together and items 94 and 109 together. Item number 92 is more of a production 10 gig upgrade. The TOC sends a lot of bandwidth down to Richfield. The way it is right now, it is crossing all the rings. We don't think it is going to be financially viable for each institution to run its own independent connection to Richfield. It would be better to see a network design that could take bandwidth dedicated to the Richfield data center and pull it off of an individual ring and take down to Richfield instead of having to cross each individual ring. On item 92 we are encouraging separate connections per ring, discouraging separate connections from each institution.

Tab 7 - Charter School Security and Support – Action

UEN has asked for direction from the Technical Subcommittee regarding security issues at charter schools. Most charter schools do not have a specific contact who is responsible for network security and it is difficult at times to get a response from the schools. The machines at the charter schools get compromised and become a security risk for all other members of the network. Many schools do not have firewalls in place in front of their networks. UEN does have a policy in place that to be connected to the network the entity must have some sort of firewall capability put in place. There is no enforcement model in place.

A motion was made to write an addendum to our current policy regarding security issues. We will come back with a recommendation for the August meeting. The motion has three components:

1. Technical and reporting requirements
2. A procedure to enforce the policy
3. Providing a grace period to come into compliance with the policy for those who are currently on the network.

Motion was made, seconded and approved.

Please note: detailed information and discussion of the issues are included in the materials prepared for the meeting. These materials are available online at www.uen.org/steering/html/materials.html. Please refer to them for additional reference.

STEERING COMMITTEE BUSINESS MEETING

T A B 17
OTHER

UEN ENTERPRISE LEARNING SERVICES SUMMER 2007 UPDATE - DISCUSSION

Issue

This is an update on the summer activities of the UEN Learning Services.

Background

Course Management Service

Since April institutions hosted on UEN's Blackboard Vista Learning System services have been working to move to the new Vista environment at *online.uen.org*. This system provides far greater capacity and allows UEN to offer the institutions a more stable Vista environment.

Recent activities include:

1. Completed Vista licensing agreement for all USHE institutions except SUU
2. Completed Respondus assessment software licensing on behalf of USHE institutions
3. Opened Vista Service Admin, System Admin and Database Admin positions
4. Completed integration between Banner SIS systems at USU, UVSC and Dixie State College to the Vista system. All schools are now passing live Banner events in the production environment
5. Engaged Blackboard professional services to conduct load testing on the new Vista environment prior to Fall 2007 (requested by UVSC and USU)
6. Met with UCAT Technology Assisted instruction committee, Planned Vista implementations for MATC, Dixie ATC, SWATC and retraining for DATC. Two regional Vista admin trainings will take place in August at DATC and SWATC
7. Conducted on-site Fall course migration consulting with CEU, Snow, BATC and OWATC
8. Installed Vista Application Pack 2 on a testing environment – currently aggressively testing and consulting with institutions to determine if we will upgrade Vista to App Pack 2 for Fall semester

9. Met with other Vista users including the national Vista SWAT group, Southwest Vista users group and New Mexico Learning Network to build Vista administration knowledge sharing opportunities. Attended Blackboard World conference and met personally with key Blackboard persons

The relationship between Blackboard and the Utah consortium is improving as Blackboard works to rectify problems with their code releases and customer support. We've seen marked improvement in responses to support requests and overall improvement in the stability of the Vista software. Currently UEN has 7 open support tickets with Blackboard. All have workarounds and are either escalated to Blackboard development or are under root-cause investigation.

Web Conferencing Service

UEN has received proposals in response to the RFP released for a statewide web conferencing solution for higher education. Funding for this new service is part of the Course Management System funds provided by the legislature for higher education. UEN has also begun the e-Rate paper work to possibly extend service to K-12.

At this time UEN and the RFP working group are evaluating proposals and cannot release detailed information. Six vendors responded with proposals:

- Wimba (Live Classroom, voicetools, course genie)
- Elluminate (Elluminate Live)
- Intrafinity (LiveSession)
- McLeod USA
- InterCall (WebEx)
- GeneSys (GeneSys Meeting Center)
- Clarix Technologies (Adobe Acrobat Connect host)

Cory Stokes is reviewing the proposals to sort out those that actually meet the foundation requirements. He will create a summary of responses to the requirements section and publish that to the RFP working group and discuss with them how they want to proceed.

Digital Media Service

Service Background

- UEN offers downloadable digital video and other media items to Utah educators, students, and citizen learners via three branded services:
- eMedia – Media licensed for the K-12 audience. Accessed via K-12 Pioneer Library.
- CollegeMedia – Mainly videos from PBS and KUED suitable for use in college instruction and learning. Faculty and students can request to have login information automatically sent to their institution email account by going to *www.uen.org/dms*.

- MediaHub – Media items available to the general public including KUED current affairs programs and public events such as recordings from the Veterans Oral History lectures at the Salt Lake City Library. This service does not require a log-in or password.

These services along with other specialized download services make up the UEN Digital Media Service (DMS). The service runs on the TeleScope Enterprise media management system from North Plains Systems. The Enterprise Learning Services group at UEN manages the system including associated media digitizing and cataloging work.

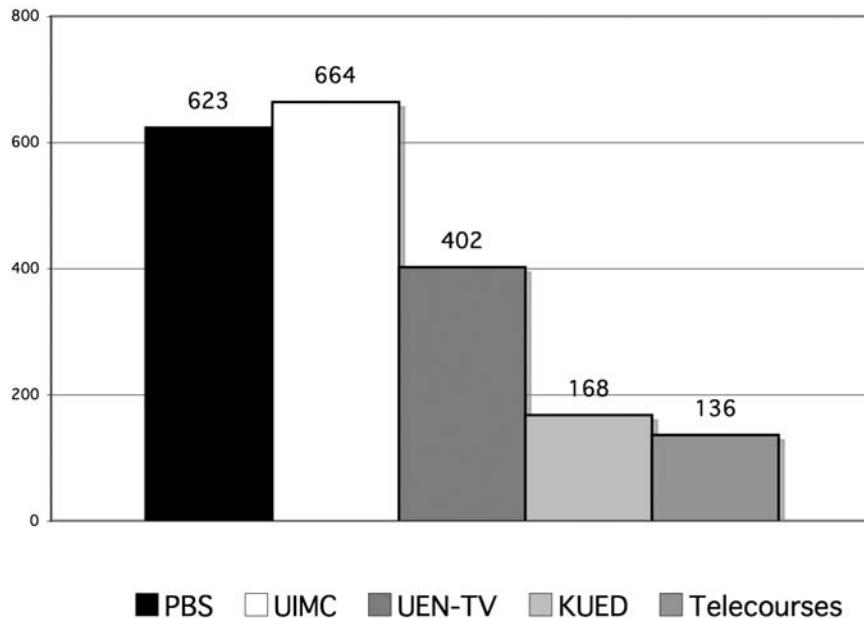
Media Item Counts

By Service

- eMedia (K-12) – 2,014 items
- CollegeMedia (Higher ed) – 1,036 items
- MediaHub (General public) – 174 items

Major DMS Collections

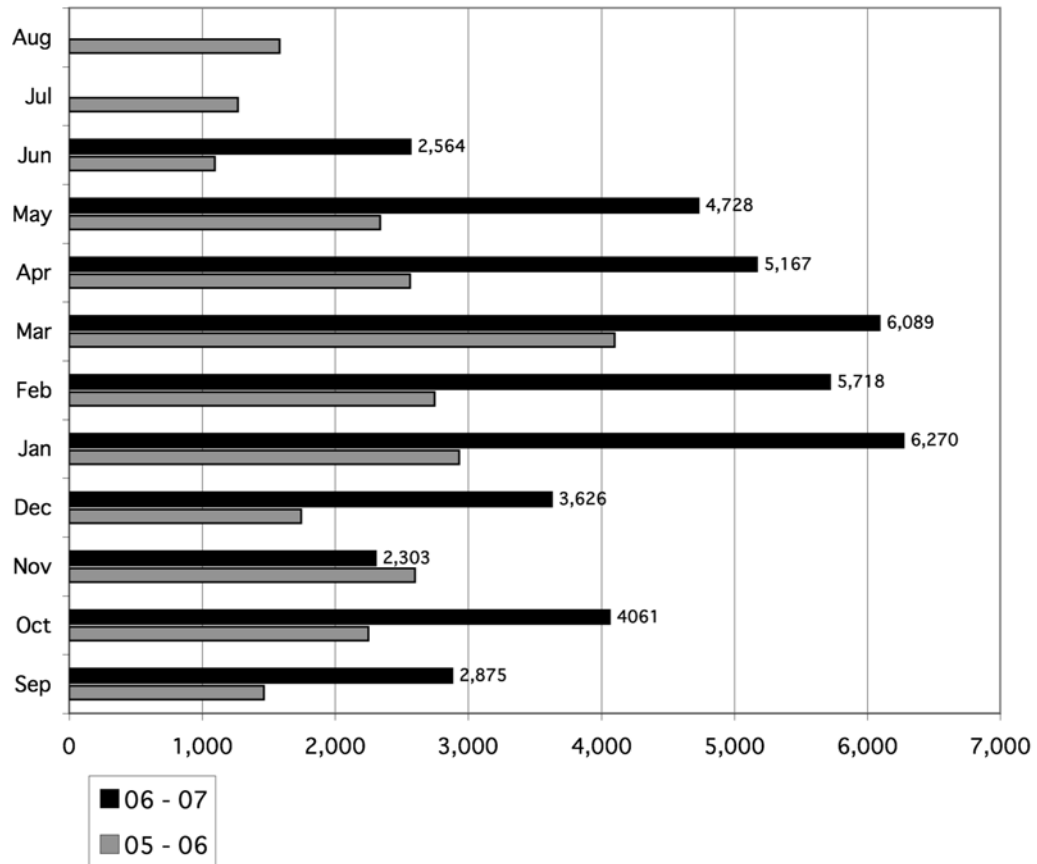
Media items comes mainly from 5 contributing sources: national PBS titles licensed by UEN, K-12 instructional programs licensed by the Utah Instructional Media Consortium (a media purchasing committee with representatives from all Utah school districts), items created by UEN-TV or licensed from other stations around the country, Items contributed by KUED-7 and college telecourses carried by UEN-TV (where rights allow digitizing).



Usage

Visitors Session Month to Month

Visits to the various Digital Media Services have increased significantly over the visits for the same months last year.



Activity Over the Last 6 Months

- eMedia - 19,864 logins, 38,017 searches, 9,700 media downloads (does not include viewing within eMedia)
- CollegeMedia - 1,320 logins, 1,015 searches, 803 downloads (does not include viewing within CollegeMedia)
- MediaHub - 8,015 logins, 537 searches, 14 downloads

Work Currently In Progress

- Utah Valley State College and Salt Lake Community College recently requested that UEN digitize their telecourses similar to what we've done for the University of Utah. This work is currently in progress.
- Salt Lake Tooele Applied Technology College recently provided 4 data DVDs with over a hundred video segments supporting medical assisting programs. These segments will be added to CollegeMedia

- UEN acquired 77 titles from PBS39 in Pennsylvania. The topics include language arts, science and careers. These have been encoded and UEN is working on creating metadata descriptors.
- Wisconsin Public Television provided 30 DVDs of original World War II film footage. UEN is examining how we can provide this footage with appropriate descriptions and content warnings via both eMedia and CollegeMedia.
- Other work currently underway involving staff and resources connected with the DMS include migrating approximately 8,000 media items from the current Utah Collections Multimedia Encyclopedia Web site (*www.uen.org/ucme*) into the DMS systems. This involves significant database and application scripting. This month UEN is installing a TeleScope development environment (software license donated by North Plains Systems) to support this project and the related project to integrate the TeleScope infrastructure with the KUEN digital TV datacasting system (part of the Youth-in-custody grant funded by the Corporation for Public Broadcasting).
- UEN continues our partnership with KUED by encoding productions of their current affairs programs Utah NOW and Utah Conversations with Ted Capner

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action.

EDNET FACULTY TRAINING ACTIVITY REPORT - DISCUSSION

Issue

This report summarizes the status of the Utah State Office of Education EDNET faculty training program for 2006 through 2007.

Background

EDNET IVC continues to be a vital component of Utah education and training is essential for our teachers to utilize the equipment to facilitate good teacher instruction and interaction. Distance learning in Utah is becoming “Any Time - Any Place - Any Path - Any Pace”. Time and geography are small barriers to effective distance learning technology. Colleges, universities, and high schools are all involved in origination and receive site distance learning classes. There are typically 75 to 100 teachers throughout the week that are teaching during the high school day to students at EDNET IVC sites throughout the state.

Under UEN mandate, EDNET training is to be conducted at EDNET sites for high school and college teachers alike, all receiving an EDNET Faculty Training Certificate from the Utah State Office of Education. George Miller, the Distance Education Training Specialist, coordinates all the training with Sheryl Hulmston and Charice Black, the UEN Distance Education Specialists.

One of the largest ever training events was held in mid-July in San Juan County for the school district, College of Eastern Utah, and Utah State University. There were over 35 participants, with many administrators, teachers, and facilitators participating and working together. UEN field engineers and District Video Engineers joined in as well. This training event is a typical example of the complex coordination that is required, necessary, and expected to conduct appropriate training on the new IVC equipment.

Re-training activities have begun during this past year. Training began in 1995 and well over 2300 people are included in the EDNET Training database. Many teachers require new training and new EDNET certificates as the technology and methodologies have rapidly changed in the last 10 years.

Visits to the EDNET sites throughout the state to assess training needs happen regularly – region by region. The visits point out the need for follow-up training activities. It should also be noted that the training materials need revisions and modifications to keep in pace with the technology. New ideas and uses of IVC are always emerging and instructors should be kept abreast of developments.

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action. Please review the attachment for specifics of the past year training activities.

TAB 19 ATTACHMENT A

2006-2007 EDNET TRAINING STATISTICS

EDNET Personnel Trained			2006 - 2007
Adm	Coll	0	Training at Post-Secondary institutions is by invitation only. Some schools will elect to do their own faculty training. USOE recognizes that training. Teachers are EDNET Certified. All concurrent enrollment teachers are now being required to have a BCI check
Coor	Coll	5	
Fac	Coll	10	
Teac	Coll	51	
			66 Total Post Secondary Trained 2006 - 2007
Adm	High School	13	Training conducted at high schools throughout the state is again by invitation, especially if the classes are intra-district program. Training for Inter-district EDNET classes (across school district lines) is mandatory. All EDNET teachers must be EDNET Trained and Certified, as well as Utah State Licensed. Note that many are choosing to add the distance learning endorsement onto their teaching license. As of today, there are 776 Utah Teachers who have received EDNET certification and 58 who have received the Distance Learning Endorsement since 1995.
Coor	High School	1	
Fac	High School	12	
Teac	High School	45	
			71 Total Secondary Trained 2006 -2007

High Schools and Colleges Participating in EDNET Training	Training Statistics--EDNET Faculty Training - 2006 - 2007
Morgan Dist	
N.U.E.S	
Nebo Dist	6657 Total Hours of training earned
No. Summit Dist.	
O.W.A.T.C.	30 Training Activities 2006 - 2007
San Juan Dist	
SLCC	17 High Schools and Colleges Involved
Snow College	
So. Summit Dist.	106 Total Certified High School and College Personnel 2006 - 2007
Tooele Dist	
Uintah Dist	58 Total Endorsed--USU or Westminster 1995 - 2007
USU	
UVSC	
Wasatch Dist.	
Washington Dist	
Weber Dist	
WSU	

INTERACTIVE VIDEO CONFERENCING UPDATE - DISCUSSION

Issue

This is an update for Interactive Video Conferencing activities.

Background

At the Instructional Services Subcommittee meetings in February and June of 2007, various IVC policies and procedures have been discussed. Some policies were clarified, updated and wording changed to comply with Policy and Procedure format, i.e. Room Certification, Distance Learning Facilitators, 48 Hour Scheduling Changes and Ad Hoc Events.

We need many more discussions of policies to govern the newly converted IVC network. The new network has increased flexibility and extended possibilities for local access and other level of service factors.

The technical conversion of more than 200 sites to IP video has occupied the majority of staff time for the last 6 months. There has been little policy development or discussion.

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action.

UTAH TEACHER PREVIEW - DISCUSSION

Issue

UEN and KUED-7 will host their second annual Teacher Preview night on Wednesday September 12, 2007 at 7:00 p.m. at the Salt Lake City Public Library. Committee members are encouraged to notify educators about this opportunity, which is geared primarily for K-12 educators and school library-media specialists.

Background

For the second year, UEN and KUED will be hosting a back-to-school preview event where educators can see new programs and resources to help support their curriculum in the coming school year. Many of the programs are in the instructional television block during the school day and the evening also highlights new PBS programs, KUED local productions and UEN Web resources for curriculum. Last year's event was a nice success, with just over 100 teachers in attendance. This year we're hoping to double the number of participants.

Many of the video programs featured include generous off-air record rights and curriculum Web sites. For example, *Masterpiece Theatre* will be running a Jane Austen festival with dramatizations of all six of Jane Austen's novels this winter, and UEN-TV will be showing a great new series called *Secrets of Archaeology* that supports study of ancient civilizations.

Due to copyright restrictions, the previews cannot be broadcast to a far reaching audience. UEN does plan to include mini previews as part of the Faculty Lounge training workshops each quarter in the coming school year in order to engage teachers throughout the state, and the programs will be highlighted in each monthly NetNews e-newsletter.

UEN's Outreach Coordinator, Autumn Thatcher, has been gathering many donations from local business and education venues. Donations will be used for a prize drawing at the end of the evening. Prizes include DVD's, books, curriculum guides, free student field trips and other great resources to start the school year.

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action. Please review the attachment for specifics of the past year training activities.

TAB 21 ATTACHMENT A
UTAH TEACHER PREVIEW FLYER



KUED 7

University of Utah

www.kued.org



uen

UTAH EDUCATION NETWORK
WWW.UEN.ORG

Present

Teacher's Preview Night

September 12, 2007

*Sneak peak,
what's coming
this season*

*Complement
your work in
the classroom*

*Classroom
multimedia
resources*



COURSEWARE SHOWCASE - DISCUSSION

Issue

Courseware Showcase invitation and discussion.

Background

UEN will be hosting a one-day meeting for higher education distance education instructors, course designers and staff to learn about some new products on the market. Details about the event are included in the invitation in Attachment A.

Recommendation

Committee members are encouraged to notify others on their campus about this opportunity.

TAB 22 ATTACHMENT A
COURSEWARE SHOWCASE INVITATION



Courseware Showcase Invitation

When: Thursday, September 13th 2007
8:30 a.m.- 4:30 p.m. (Lunch and light snacks included)

Where: Salt Lake Community College, Miller Campus, Room 150
9750 South 300 West, Sandy, UT 84070

RSVP: www.uen.org/coursewareshowcase

Is your institution looking for new distance learning resources? Are students demanding additional delivery modalities? Would your faculty like to enhance their online courses with dynamic, engaging, professionally produced video? Is your institution expanding its online offerings? Have iPods become fixtures on your campus? Are you looking for new courseware technology?

For distance learning coordinators, faculty assistance center staff, faculty and distance education instructors.

Join us for a comprehensive review and demonstration of courseware products from Coast Learning Systems, Dallas TeleLearning, LearnKey and others – see online courses, Interactive CD-ROM courses, CD courses delivered as Internet courses, optional online components, video-streaming, iPod delivery, PDA delivery plus various licensing options including courses that are free to institutions.

Each workshop covers course material such as accounting, anthropology, astronomy, basic skills, biology, business, child development, economics, English, government, health & wellness, history, human development, marketing, physical fitness, psychology, sociology and all of the various delivery modalities now available.



PUBLIC EDUCATION AND HIGHER EDUCATION ADVISORY COMMITTEE REPORTS - DISCUSSION

Issue

Doug Jones, representing the Public Education Advisory Committee and Cyd Grua, representing the Higher Education Advisory Committee will provide an update on recent committee meetings.

Background

Members of the Higher Education Advisory Committee met via conference call on Wednesday, August 1, 2007 where the following items were discussed:

- UEN Long Term Strategic Planning
- Higher Education Vendor Showcase on September 13, 2007

The Public Education Advisory Committee met on Friday, August 3, 2007 to discuss the following items:

- Welcome and Introduction of New Members
- PEAC Overview of Committee
- EDNET Student/Teacher Evaluations
- UEN Strategic Plan and Budget
- Teacher Preview Night on September 12, 2007
- Web Conferencing System Update
- IVC Policy Needs
- eMedia Update
- Future Meetings

The next meeting for the Higher Education Advisory Committee and the Public Education Advisory Committee will be meeting will be announced at the Instructional Services Subcommittee Meeting. Contact the committee chairs for more information.

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action.

FISCAL YEAR 2008 REGIONAL PRIORITIES - ACTION

Issue

UEN staff and representatives from the 8 regional technical forums met on May 31, 2007 to develop the regional priority list for FY 2008. Further analysis of this list is needed.

Background

Each regional technical forum has met with districts, colleges, universities and other entities within these regions this past spring to discuss and develop local priorities. In May regional priorities were presented at a statewide meeting with UEN staff present.

UEN has assembled these priorities and placed them in on comprehensive spreadsheet. These priorities have been grouped by region. Columns representing the eight priority areas were added for analysis after the meeting. These eight areas are:

- Initial connectivity
- Reliability; Equipment
- Reliability; Path
- Capacity
- Security
- Operations
- Training
- Video

The Steering Committee has prioritized the first four items. The last four items are for organizational purposes and are not provided as an attempt to evaluate a rank or priority.

UEN staff have provided the current spreadsheet, included in Attachment A, for consideration by the Technical Services Subcommittee. Subcommittee members should review this initial evaluation and make appropriate additions or changes. This spreadsheet will be shared with the co-chairs of each technical forum for further input.

Recommendation

Subcommittee members should provide appropriate input to ensure that the information provided in the attached spreadsheet is as current and accurate as possible.

TAB 24 ATTACHMENT A
FISCAL YEAR 2008 REGIONAL PRIORITIES CHART

LINE	PRIORITY ITEM	REGION	STATUS	Region Priorities	UEN SC Priorities	1	2	3	4	5	6	7	8
						Initial Connectivity	Reliability - Equipment	Reliability - Path	Capacity	Security	OPERATIONS	TRAINING	VIDEO
1	Retain B.J. Peterson (UEN FUNDING)	REGION CUES	Initiative to change funding model ongoing.		6						X		
2	Advocates	CUES	Legislative request FY2009 for phase one of this project		4				X		X		
3	Ethernet Co-Elementary Schools	CUES	Fall 2008 training in the planning stage		5					X			
4	Network Security - All that UEN can provide in training and regional support.	CUES	Assigned to Troy Jessup		5					X			
5	Security Audits at Districts that include Superintendents	CUES	Eroris underway to provide access to IP Control. What's UP, etc others upon request		6						X		
6	Network Tools - Access to existing tools and the implementation of additional flow tools and performance monitoring.	CUES	Decision needed on funding for equipment		8								X
7	New Complex IVC classroom at Tintic High School to support needs of West Desert School.	CUES	Assigned to Jeff Egly		6						X		
8	Assist Phire district with fiber solution to Circleville Elementary.	CUES	Involve region in hosting upcoming technical and security summits		7				X			X	
9	More regionally provided technical training	CUES	Working with vendor and will re-bid and re-apply this fall		4				X				
10	Complete WAN improvements to West Desert and Calleo - in process	CUES	COMPLETE		4				X				
11	Complete WAN improvements to Wayne School District - in process	CUES	COMPLETE		5				X				
12	Dedicated BEG appliance for CUES - Currently shared with Sevier School District	CUES	COMPLETE		3			X					
13	Network reliability/redundancy	CUES	Exploring various options; Assigned to Jeff Egly		3								
14	Elementary School Funding	DAVIS	Legislative request FY2009 for phase one of this project		4				X				
15	IVC upgrades	DAVIS	Assigned to Barry Bryson for further clarification		8								X
16	Satellite conversion to IVC	DAVIS	In Process; Scheduled for completion by end of August		8								X
17	Ethernet Phases 3 & 4 completion	DAVIS	In Process		4				X				
18	Diverse connection to Weber School District	DAVIS	Assigned to Barry Bryson for further clarification		3			X					
19	Weber State Satellite Campus Connections?	DAVIS	Assigned to Barry Bryson for further clarification		3			X					
20	Weber School District Ethernet Improvements	DAVIS	In Process		4				X				
21	Davis - GeoMax. Freeport to Richfield data center - Bid, contracted, in process	DAVIS	COMPLETE		3				X				
22	Davis - GeoMax to middle schools, in process, phase IV	DAVIS	In Process		4				X				
23	OWATC - Ethernet to all three locations (Main, BDO and Roy) (Phase IV) - In Process	DAVIS	In Process		4				X				
24	Utah Schools for the Deaf and Blind - Ethernet to Ogden, Salt Lake (move to Holiday) and Orem campuses (Phase IV) - In Process	DAVIS	In Process		4				X				
25	WCPL - QMOE to Main campus, new Adams Avenue campus and UEN core, part of phase 4.7.5, awaiting SLD funding	DAVIS	Pending SLD approval for Phase 4.7.5		4				X				
26	Weber - Canyon View School (place on next RFP/bid) - Bid done, part of phase 4.7.5, awaiting SLD funding	DAVIS	Place on phase 4.9 RFP, part of phase IV		1	X							
27	Weber - Elementary schools in Phase III - In process, 60% done (as of 5/16/07) Weber #1	DAVIS	In Process; 85% complete		4				X				
28	Elementary Point-to-point fiber: Country View, Roosevelt	DAVIS	Assign to Barry Bryson for follow-up		4				X				
29	WSU - Establish permanent workable solution for Davis campus, in process	DAVIS	Phase IV; Assigned to Barry Bryson for follow-up		4				X				
30	ALL - IP Video site conversions - In process	DAVIS	In Process; Scheduled for completion by end of August		8				X			X	
31	ALL - remove LSS, almost done, once GeoMax is up at WSU Davis	DAVIS	In Process; Scheduled for completion by end of August		8				X			X	
32	ALL - Replacement of UENSS with IP/IVC (Interactive Video Conferencing) - In process	DAVIS	Finalize plans, assigned to Kevin Quire		6				X				
33	Establish permanent working Davis/Weber T-forum mailing list solution	DAVIS	Ongoing; Assigned to Barry Bryson for follow-up		6				X				
34	Davis and Weber SD - Coordinate video content solutions, in process	DAVIS	In process, part of phase IV		8				X				
35	USD8 - Consolidation of two SLC campuses at old BYU SLC center in Holiday	DAVIS	Ongoing; Assigned to Barry Bryson for further clarification		6				X				
36	WSU - support 24/7 nature with robust connectivity	DAVIS	Ongoing; Assigned to Barry Bryson for further clarification		6				X				
37	ALL - Coordination of IT training. Involve USU T-forum for Northern Utah network and IT training. On going	DAVIS	Security and technical summits are being planned		7						X		
38	Completion of Gigabit WAN Ethernet projects for district offices and schools in Rich, North and South Summit, Morgan and Park City Districts (Phase 4)	NUES	In Process; Scheduled for completion by end of summer		4				X				
39	Upgrade OC-3 capacity out of the Uintah Basin to Gigabit Ethernet	NUES	Place on phase 4.9 RFP; assigned to Dennis and Barry		4				X				
40	NUES physical network redundancy to NUES building and region	NUES	Assigned to Dennis Sampson for further clarification		3			X					
41	Network redundancy to individual district offices	NUES	Assigned to Dennis Sampson for further clarification		3			X					
42	UCAT distance learning classrooms at new USU/Vernal campus NUES (4/08)	NUES	Assigned to Dennis Sampson		8							X	
43	New WAN circuit into new USU/UCAT Vernal campus, plus fiber move of existing connection into UCAT annex building (4/08)	NUES	Working with Lynn Walker; Assigned to Dennis Sampson		4				X				
44	Improved network bandwidth to district elementary schools where needed	NUES	Legislative request FY2009 for phase one of this project		4				X				
45	Ethernet services for Ecker Hill Middle School in Park City NUES (7/07)	NUES	Various options being explored; Assigned to Jeff Egly		4				X				
46	Fiber replacement of copper 10/100 link to UBT TA router at UBATC MDF	NUES	Assigned to Dennis Sampson for further clarification		6				X				
47	RUS Distance Learning Grant for NUES, Daggett, and Duchesne Districts	NUES	RUS grant for regional IVC support is complete; awaiting funding notification		8				X			X	
48	IP Addressing policy for NUES region per SURIN	NUES	Pending SURIN policy decisions		6				X				
49	Continued technical training per priorities identified by districts (IP Control, etc.)	NUES	Security and technical summits are being planned		7				X			X	
50	Continue funding for regional UEN supported positions	NUES	ongoing		6						X		

UENSS TO IVC UPDATE - DISCUSSION

Issue

This report summarizes UEN and Utah State University's (USU) progress in converting the UEN Satellite System (UENSS) to IP-based Videoconferencing (IVC) technology.

Background

UEN and USU are nearing the completion of the conversion of the UENSS classrooms to IP based IVC equipment. The scope of this conversion has required upgrades to local area networks (LAN), wide area networks (WAN), classroom equipment, core video infrastructure, and video operations center (VOC) improvements in both Salt Lake and Logan. Additionally, training for technical staff, classroom facilitators and instructional staff has been provided.

Over 80% of this project is now complete. Classroom upgrades have been made for more than 180 complex, simple and desktop classroom sites.

Local area network (LAN) improvements and all critical wide area network (WAN) improvements are complete. Remaining WAN improvements are scheduled for completion by the end of August, with the exception of Wendover High School. Work at this site will be delayed until the end of September. UEN has implemented a temporary work-around to ensure Wendover High School can begin using their new classroom at the beginning of the semester.

On August 3, 2007, the deadline for completing a transition to the new RADVision Scopia platform, a decision was reached to cancel this project and operate through the fall 2008 semester on the current RADVision ViaIP400 platform. UEN Technical Services and Utah State University IT administration staff worked together to reach this decision. We concluded that additional work is required before a successful transition can be assured.

Construction on the new Video Operation Center at Utah State University is underway but may not be ready by the start of the semester. Logan VOC staff is prepared to provide support from the current location.

All critical milestones for this project remain on schedule.

Recommendation

This is a discussion item requiring no further Technical Services Subcommittee action.

VISTA COURSE MANAGEMENT SERVICE - SYSTEM LOAD TESTING - DISCUSSION

Issue

Fall Semester, Utah State University (USU) and Utah Valley State College (UVSC) will join with Dixie State College of Utah, College of Eastern Utah (CEU), Snow College and Utah College of Applied Technology (UCAT) institutions on the same instance of the Blackboard Vista Enterprise Course Management System. To ensure that we have adequate capacity to support all institutions, UEN has contracted with Blackboard Professional Services to conduct a battery of load tests on the production environment.

Background

Beginning Summer Semester, USU and UVSC were hosted by UEN on a new installation of hardware and Vista software. This has been an effective trial for the new system.

In Fall Term, the number of courses and students on the system will be much greater. To ensure that the new system will be able to handle the load that is expected USU, UVSC and UEN contracted with Blackboard Professional Services to evaluate the entire system. This evaluation includes a detailed analysis of the system hardware setup and application and database specific settings. Additionally, the system undergoes various tests to evaluate and determine the overall capacity of the system, including specific system modules (e.g. Assessments, Grade Book etc.) These tests serve as both a benchmark for capacity planning and as a live stress test of the system.

The testing is scheduled to be completed on Sunday August 12, 2007 allowing for a brief Executive Summary to be presented to the UEN Technical Services Subcommittee on August 17, 2007.

Recommendation

This is a discussion item requiring no further Technical Services Subcommittee action.

