Utah Education Network Steering Committee

April 11, 2008

Utah Education Network Steering Committee

AGENDA

April 11, 2008

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

Committee of the Whole / Business Meeting

Welcome and Introductions

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

Steering Committee Meeting - June 13, 2008, 9:00 a.m.

Instructional Services Subcommittee Meeting - June 13, 2008, 11:00 a.m.

Technical Services Subcommittee Meeting - June 13, 2008, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

T A B 7

Summary of Legislative Results
FY 2009 - Discussion

Issue

UEN staff worked closely with Legislative leadership and Higher Education Appropriation Subcommittee members to promote the Steering Committee's adopted budget request for FY 2009. UEN continues to have excellent support from the Co-Chairs of the Subcommittee, Sen. Greg Bell and Rep. Kory Holdaway and from the Subcommittee members. The Executive Appropriations Committee and Legislative leadership in both houses were also supportive of the UEN budget request.

The Higher Education Appropriations Subcommittee placed UEN's funding request of $6.0 million for FY 2009 very high on the ongoing ($2.2 million) and one-time ($3.8 million) funding priority lists recommended to the Executive Appropriations Committee. Unfortunately, in mid-February, State revenue projections were lowered by $230 million less in ongoing and $110 million less in one-time funding. In addition, the Legislature decided to place $100 million of one-time education funds in reserve to anticipate potential downturns in the State's economy.

Background

The final FY 2009 appropriation for UEN is an increase of $2.5 million ($1.3 million one-time and $1.2 million ongoing). The new funds will provide for employee compensation increases, important network projects and the first phase of a multi-phase project to expand bandwidth capacity in the elementary schools.

Salary and benefits for UEN employees. UEN received the standard salary and benefit package provided for higher education employees. An across-the-board salary increase of 3.0% will be added to employee contracts starting July 1. Additional funds equal to an increase of 9.9% of current health insurance costs will be used to address adjustments in employee health benefits.

Selectively upgrade core segments of the network backbone to 10 gigabits/ second. There are five key segments of the UEN network backbone infrastructure where the network is now reaching peak capacity. The dependability of the network is threatened unless capacity is significantly increased. We received an excellent bid from Qwest to make a tenfold increase in half of our backbone links from 1 to 10 gigabits. With the $400,000 ($200,000 one-time and $200,000) ongoing) appropriated for FY 2009, UEN will be able to authorize Qwest to proceed with the project as soon as the federal government approves our E-Rate application (hopefully by early this

summer) to pay the remaining two-thirds of the project cost. We are confident that we can complete these network backbone improvements before school and college classes start this coming fall.

Upgrade connectivity for elementary schools and charter schools. Over the past four years UEN received financial support from the Legislature to connect all of the universities, colleges and secondary schools in the state to the UEN network and the Internet with 1000 megabit/second fiber optic connections.

Until now, local school districts have been responsible to connect elementary schools to the nearest UEN hub. Also, UEN has not been funded to connect charter schools with high capacity fiber connections. Unfortunately, that has meant that half of the elementary schools and nearly all charter schools in the State have inadequate network capacity needed to support network intensive tasks such as online testing, administrative and classroom data systems, curriculum and on-line courses. These elementary and charter schools have copper wire T-1 connections to the UEN network, which provide network capacity of 1.4 megabits/second that is 600 times less than the capacity at secondary schools.

We are grateful that the Legislature supported the UEN budget request to begin a multi-phase project to connect elementary and charter schools to the network with high capacity fiber optic connections. For FY 2009, we were allocated $1.2 million ($700,000 ongoing and $500,000 one-time) to begin phase one of the project. This funding will allow us to proceed with contracts with several local telecommunications companies to connect approximately 95 elementary schools and 23 charter schools to the network with 100 Mb/s or greater connections. The elementary schools are in 15 different school districts in both rural and urban areas of the state. UEN has also applied for $2.4 million Federal E-Rate funds for this project, so State funding will be leveraged on a two to one basis. We will initiate these projects as soon as federal approval is extended, hopefully by mid-summer.

Enterprise-level hosting of Course Management Systems (CMS). A centrally-hosted enterprise-level course management system at UEN has produced significant cost savings for USHE colleges and universities and a powerful teaching and learning tool. USHE institutions have eliminated costs of CMS hardware, software, and technical staff support. Students and faculty increasingly rely on the UEN system to connect online to each other, their instructors, learning activities, shared course content, research materials, library and textbook resources. Since 2005, the number of students and faculty logins to the UEN-hosted Course Management System has grown from 30,000 to 1.5 million per term.

UEN received $200,000 in one-time funds to purchase equipment needed to enhance processing ability and storage capacity to accommodate the migration of the University of Utah to enterprise-level hosting by UEN. With this increased capacity, we will be able to move the University to our hosted CMS this fall.

Richfield Data Center - Disaster Recovery Improvements. For FY 2009, UEN received an appropriation of $380,000 in one-time funds to provide storage capacity at the Richfield Data Center. The additional storage equipment ensures continuity and quick recovery of vital government data for State agencies and educational entities when disaster interrupts normal operating activities.

HB 311, Higher Education Distance Learning Partnerships, sponsored by Rep. Brad Last, proposed to appropriate $5.0 million ($4.7 million one-time and $300,000 ongoing) for videoconferencing equipment to expand higher education distance learning partnerships among USHE institutions. HB 311 was passed in the House 65-0, but it was not prioritized for funding and therefore was not considered in the Senate.

HB 331, Use of Utah Education Network for Telehealth, was sponsored by Rep. Gordon Snow. This bill would have allowed UEN to provide telecommunications services to members of the Utah Telehealth Network (UTN). This change in scope of membership was desired by UTN to provide an option to pursue Ethernet capacity made possible by an FCC grant awarded to UTN last fall. Serious concerns about the potential use of UEN were raised by rural telephone companies, and the Utah Rural Telecommunications Association (URTA) opposed the legislation. Based on that opposition, Rep. Snow withdrew the legislation.

Recommendation

This is an information item requiring no further action from the Steering Committee.

TAB 7 ATTACHMENT A
TABLE 1

Utah Education Network
FY 2009 Budget

	UEN Request	H.E. Appropriations Committee	Difference H.E. Comm./UEN	FY 2009 Appropriation	Difference
1. Network Infrastructure					
Network Backbone (10 gig)	$400,000	$400,000	$0	$400,000	$0
Elementary, Charter & Secondary Schools	$1,200,000	$1,200,000	$0	$1,200,000	$0
Research Network	$700,000	$700,000	$0		($700,000)
Subtotal Network Infrastructure	$2,300,000	$2,300,000	$0	$1,600,000	($700,000)
Education Funds (Ongoing)	$1,400,000	$1,400,000	$0	$40,000	($1,360,000)
Education Funds (One-time)	$900,000	$900,000	$0	$40,000	($860,000)
Uniform School Fund (Ongoing)	$0	$0	$0	$860,000	$860,000
Uniform School Fund (One-time)	$0	$0	$0	$660,000	$660,000
2. Technology–Rich Instructional Content	$820,000	$820,000	$0	$0	($820,000)
Education Funds (Ongoing)	$500,000	$500,000	$0	$0	($500,000)
Education Funds (One-time)	$320,000	$320,000	$0	$0	($320,000)
3. Instructional Video Conferencing Improvements					
EDNET - Equipment & Site Upgrades	$800,000	$800,000	$0	$0	($800,000)
USHE - IVC Sites & Equipment	$1,200,000	$1,200,000	$0	$0	($1,200,000)
Subtotal Network Infrastructure	$2,000,000	$2,000,000	$0	$0	($2,000,000)
Education Funds (One-time)	$2,000,000	$2,000,000	$0	$0	($2,000,000)
4. Enterprise Applications Equipment					
Uof U Migration to UEN CMS Support	$200,000	$200,000	$0	$200,000	$0
Richfield Data Center - Disaster Recovery	$380,000	$380,000	$0	$380,000	$0
Subtotal Enterprise Applications	$580,000	$580,000	$0	$580,000	$0
Education Funds (One-time)	$580,000	$580,000	$0	$276,000	($304,000)
Uniform School Fund (One-time)				$304,000	$304,000
5. Salary Adjustments					
3.0% Cost-of-living Adjustment			$0	$237,600	$237,600
2.0% Discretionary	$300,000	$300,000	$0	$0	($300,000)
9.9% Health Insurance Adjustment			$0	$83,600	$83,600
Subtotal Salary Adjustments	$300,000	$300,000	$0	$321,200	$21,200
Education Funds (Ongoing)	$300,000	$300,000	$0	$64,100	($235,900)
Uniform School Fund (Ongoing)				$257,100	$257,100
6. Internal Service Fund Adjustments			$0	($1,000)	($1,000)
Education Funds (Ongoing)			$0	($1,000)	($1,000)
	$6,000,000	$6,000,000	$0	$2,500,200	($3,499,800)
Education Funds (Ongoing)	$2,200,000	$2,200,000	$0	$103,100	($2,096,900)
Education Funds (One-time)	$3,800,000	$3,800,000	$0	$316,000	($3,484,000)
Uniform School Fund (Ongoing)	$0	$0	$0	$1,117,100	$1,117,100
Uniform School Fund (One-time)	$0	$0	$0	$964,000	$964,000

TAB **8**

STRATEGIC PLANNING AND BUDGET FOR FY 2009 - DISCUSSION

Issue

Strategic planning for 2008-09 has begun. A working draft of the 2008-09 budget is being created at this time using the FY2009 Appropriation figures.

Background

Each year UEN communicates with its constituents to determine their current needs. This assessment becomes the foundation for UEN planning for the upcoming year. Discussions occur at C-Forums, T-Forums, Technical Coordinators Council, Public Education Advisory Committee, Higher Education Advisory Committee, Regional Service Centers, Chief Information Officers, School Districts, Technology Committees, the Steering Committee, and the like.

At the same time internal departmental budgets are being created based upon past and present priorities and completion.

During the months of April and May we will be visiting in person and on the system to exchange information and ideas with representative groups. During the latter part of May and early June we will hold Instructional and Technical Retreats to prioritize our goals and objectives to meet the needs of the state and of UEN. The Steering Committee members will be invited to attend and participate in these retreats.

Recommendation

This is an information item requiring no further action from the Steering Committee. A draft of the Strategic Plan and Budget will be presented to the Steering Committee on June 13, 2008. Final approvals will occur at the August Steering Committee meeting.

TAB 9

GigE and Elementary School Connections - Action

Issue

UEN issued two (2) Request for Proposals last fall—the first was to contract for projects to upgrade core segments of the UEN backbone to 10GB Ethernet and improve backbone segments in rural areas of the state and address expiring Internet Access contracts and capacity needs; the second RFP was to obtain proposals for upgrading the Wide-Area-Network (WAN) capacity to elementary and charter schools statewide. With much hard work and coordination, UEN staff successfully completed and filed the new contracts for E-rate funding by the February 7th window closing.

Background

Proposals were sought for the installation of 10GB segments of the core backbone because of increased traffic on the backbone, the installation of Gigabit Ethernet to school district offices and secondary schools, additional IVC classroom installations, and the need for additional bandwidth to the Richfield DTS Data Center for disaster recovery and data/application hosting for higher and public education. Proposals for the 10GB and Internet Access RFP were received in early November. UEN received nine (9) proposals from the following telcom/ISP Providers: American Fiber Systems, Comcast, Centracom Interactive, Frontier Communications, Level-3, Qwest Communications, Utah Rural Telephone Association Consortium, and XO Communications. After a Best and Final Offer was issued in December, UEN staff made the following awards:

10GB WAN Circuits

Qwest Communications

- Utah State University Innovation Campus to Eccles Broadcast Center
- Eccles Broadcast Center to Salt Lake Community College
- Utah Valley University to Snow College Richfield Campus
- Salt Lake Community College to Utah Valley University

XO Communications

- Eccles Broadcast Center to Utah Valley State College

UEN did not receive any competitive proposals to upgrade the current 1GB Comcast circuit from Salt Lake Community College to Utah State University, Innovation Campus.

UEN awarded a 1GB WAN contract to upgrade the current OC-3 provided by UBTA-UBET from Utah Valley University Wasatch Campus in Heber City to the Uintah Basin Applied Technology College in Roosevelt and from the UBATC in Roosevelt to the new Utah College of Applied Technology/Utah State University campus in Vernal. After installation, this Gig-E service will not cost much more than UEN is paying now for the existing OC-3 services.

With UEN receiving $200,000 of one-time and $200,000 of on-going legislative appropriations for this project, it is anticipated that all 10GB circuits and the 1GB Uintah Basin backbone will be installed and operational this summer before the start of the next academic school year in order to meet the growing demands on the UEN backbone.

Internet Contracts

UEN will be able to acquire an additional 2.622 GB capacity of Internet Provider Services while staying within existing budget. After implementing the new contracts and expanding capacity with current providers, UEN will have **6.622 GB** of total commercial Internet bandwidth for network customers. The following is a short summary of the new contracts:

Level 3 Communications
- Additional 122MB capacity on the existing OC-12 service at Dixie State College
- Additional 500MB of Internet service at Salt Lake Community College

XO Communications:
- A Gigabit Ethernet Internet Circuit at Salt Lake Community College

The existing American Fiber Systems (AFS) Internet contract will be terminated this summer.

In addition to the new contract awards the network will also be able to increase current capacity with Cogent Communications to a full GigE as per UENs current contract.

The network currently maintains a GigE connection to TransitRail, which offloads a significant amount of traffic from the commercial Internet links. Working with UENs partner, Front Range GigaPOP (FRGP) in Boulder, Colorado, the network will expand TransitRail to an additional GigE for a total of two (2) Gigabits of bandwidth when the current TransitRail link is at capacity.

Elementary and Charter School RFP

UEN's elementary school RFP was issued in October and included 22 school districts with over 250 elementary schools as well as 57 charter schools and 18 Salt Lake County

library branch locations. UEN received (14) fourteen proposals in early December from the following companies: Qwest, XO, Conterra, Emery Telcom, Comcast, Frontier, South Central AFS, Trillion, Manti Telephone, Gunnison Telephone, UBTA-UBET, Centracom Interactive, and Level-3.

UEN staff worked closely with regional and local school district staff in the evaluations of these proposals. UEN staff also met with charter school representatives in early January and the USOE Charter School Director to discuss and understand network priorities for implementation at charter schools. Working with this charter school planning group, UEN staff identified charter schools having permanent or long-term lease facilities and 11th and 12th grade students who needed access to concurrent enrollment courses over Interactive Video Conferencing.

After an extensive review and evaluation process, **UEN awarded contracts to increase network capacity at 162 elementary schools in 16 school districts and 23 charter schools.** Contracts for the elementary school and charter school proposals were awarded to the following telcom providers:

Vendor	**School District**
Centracom Interactive	Alpine, Juab, North Sanpete, Sevier, 1 Charter
Conterra Broadband	Cache and Alpine Schools
Frontier Communications	Grand, 1 Charter School
Emery Telephone	Emery, 1 Charter School
Qwest Communications	Granite, Jordan, Ogden, Park City, Tooele, Washington, 20 Charter Schools
South Central	Iron, Piute, Sevier, and Wayne

School districts and charter schools are being requested to assist in the construction costs required to install entrance conduit from the street into the school building telcom distribution room. Costs for these contracted expenses average a high of $10,852 per school to a low of $500 (after E-rate) for each district or charter school involved. The total cost for installation of entrance conduit for schools that require it is approximately $3.63 million (before E-rate).

It should be noted that Salt Lake County Library System did not decide to do a contract with UEN through the RFP process this past year; however, they worked with UEN's E-rate staff to do their own E-rate filing.

Funding Priorities for Elementary and Charter Schools

The State Legislature fully funded our request of $500,000 of one-time funding and $700,000 on-going to begin the elementary and charter school network improvements. We anticipate that the work to upgrade all elementary schools and charter schools statewide will take at least 3 years.

In discussing and analyzing different funding scenarios and priorities with the school districts, UEN has developed the following proposal for consideration by the Steering Committee:

Year 1

Begin the following projects:

Vendor	School Districts
Centracom Interactive	Alpine, Juab, North Sanpete, Sevier Schools, Charter (1)
Conterra Broadband	Cache and Alpine Elementary Schools
Frontier Communications	Grand (1), Charter School (1)
Emery Telephone	Emery Elementary Schools (2)
South Central	Iron, Piute, Sevier, and Wayne Schools
Qwest Communications	50% of schools in Granite, Jordan, Tooele, and Washington , Park City School District (all sites), 20 Charter Schools

Year 2-3

Qwest Communications	50% of remaining schools in Granite, Jordan, Tooele, and Washington, Ogden School District (all)

Remaining schools in Box Elder, Alpine, Emery, South Sanpete, Garfield, Kane, Morgan. Remaining charter schools.

Replacement Funding for Districts with Ethernet Connections

UEN intends in the last stage of this project to request replacement funding for districts that have already undertaken their own projects and have existing broadband Ethernet connections in place.

Future Legislative Appropriations

UEN is fully funded for all schools identified in Year 1 of this project, but to complete future phases, we will require additional legislative appropriations. UEN staff are currently working with district staff to ensure priorities are met with the funding allocated. All contracts are dependent on funding commitments by the Schools and Library Division (SLD) for E-rate funding. It is unknown how long the process will take for approval on these new elementary and charter school contracts by SLD.

Recommendation

It is recommended that the Steering Committee approve the above proposal for the elementary and charter schools and the priorities identified by UEN and the participating School Districts/Charter Schools for completion in Phase 1.

MY.UEN WEB STATISTICS - DISCUSSION

Issue

my.uen has experienced a significant growth in usage since UEN launched the new version in June 2007.
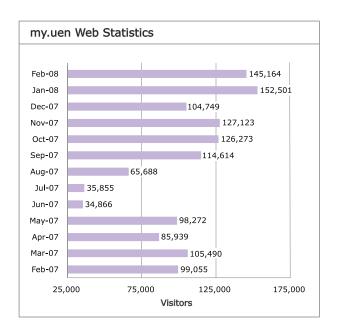
Background

my.uen is the online service that educators use to register with UEN, to access UEN tools, and to build a public web page. Web statistics and feedback from educators indicate that many are finding the new version of my.uen to be the perfect tool to communicate with students and parents.
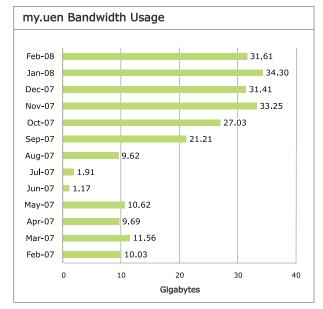
Some of the features that are available on my.uen include document upload, bookmarks, links to Utah core curriculum and resources, notes and announcements, calendar and a customizable look and feel.

An educator from Alpine School District recently shared this feedback about my.uen:

"Even some of our veteran teachers who have been very resistant to technology and afraid to work with a website [sic] have had good success with my.uen. Parents and aides at the school who work with failing students have also made positive comments about the teachers having information available on class websites. So, you can tell whoever spent all that time creating my.uen, it has been very beneficial."

On the following page are charts documenting my.uen visitor statistics and bandwidth usage from February 2007 to February 2008. There has been nearly 50% growth in visitors and over 200% growth in bandwidth usage.

my.uen Web Statistics

Month	Visitors
Feb-08	145,164
Jan-08	152,501
Dec-07	104,749
Nov-07	127,123
Oct-07	126,273
Sep-07	114,614
Aug-07	65,688
Jul-07	35,855
Jun-07	34,866
May-07	98,272
Apr-07	85,939
Mar-07	105,490
Feb-07	99,055

my.uen Bandwidth Usage

Month	Gigabytes
Feb-08	31.61
Jan-08	34.30
Dec-07	31.41
Nov-07	33.25
Oct-07	27.03
Sep-07	21.21
Aug-07	9.62
Jul-07	1.91
Jun-07	1.17
May-07	10.62
Apr-07	9.69
Mar-07	11.56
Feb-07	10.03

At times the increase in usage had a negative impact on my.uen and *uen.org* performance during November through January. However, the UEN Software Development group was able to resolve the performance issues by cleaning up code and editing some web server configurations. We anticipate a continued growth in usage, therefore UEN plans to move my.uen to a separate web server in the near future.

Recommendation

This is an information item requiring no further action from the Steering Committee.

UEN.ORG REDESIGN - DISCUSSION

Issue

The Utah Education Network is preparing to launch a newly revised Web site.

Background

The Utah Education Network developed its first comprehensive Web site in 1994. It was significantly revised in 2000 and then again in 2003. Over the last four years UEN's Web Services department has been consistently gathering web statistics and user feedback to discover what is working and what visitors are struggling to find.

A few months ago we shared this information with a local web design company and they helped us create an updated Web site. We are excited to roll out the new *uen.org* later this month.

User feedback indicates that UEN's online resources and content are useful, but often difficult to locate. The newly revised home page is organized so that our major resources can be found quickly and accessed in only one or two mouse clicks.

Another goal of the redesign is to make web visitors who dropped deep into our web page, via a search engine result, aware of all the other wonderful resources UEN offers.

Because UEN serves such a diverse clientele, we will continue to have audience specific pages, such as K-12 Educator, Higher Education and Adult Learners.

The Utah Education Network Web site has been consistently receiving over 1 million visitors each month. We are confident that the trend will continue, if not improve with the new design.

We encourage all visitors to go to *uen.org* to view the new design and to share their feedback and suggestions. We have a Sneak Preview link on our current home page.

Recommendation

This is an information item requiring no further action from the Steering Committee.

TAB **12**

SOUTHWEST VISTA USER'S GROUP CONFERENCE REPORT 2008 - DISCUSSION

Issue

Report on 2008 Southwest Vista User's Group Conference.

Background

Collaboration 2008, the second mini-conference for the Southwest Vista User's Group, was held at the Fort Douglas Officers Club on the campus of the University of Utah on March 18-19, 2008. Approximately 75 people attended this free conference (a 40% increase from last year's attendance at UNLV). The costs for the entire event were paid for by sponsorship from Blackboard, Wimba, and Presidium Learning. In addition to representatives from our sponsors attending the conference, we had strong participation from Utah higher education institutions and UEN, as well as attendees from the University of Nevada Las Vegas, Nevada State College, Great Basin College, and California State University Chico.

Laura Hunter and Jared Covili from UEN gave the keynote address, and more than half of the breakout sessions were presented by Utah Higher Education or UEN representatives. Thanks to Cory Stokes and everyone at UEN that helped to plan and host this very successful event. Next year's conference will be held at the University of Nevada, Reno.

Below is a summary of the conference schedule and presentations.

Tuesday, March 18, 2008

1:30 - 2:30 PM

Extending Vista and CE 6.0 with Wimba

Come and learn how to extend the capabilities of Vista and CE 6.0 with the Wimba Powerlink that enables users to seamlessly add Wimba's virtual classroom and embedded voice software to their on-line courses. This session will cover the installation and set-up of the Wimba Powerlink. Participants will also learn more about Wimba's Collaboration suite including Pronto, Wimba Create, Wimba Classroom and Wimba Voice.

Estelita Young & Chance Spiker, Wimba

2:45 - 3:45 PM

Use Blackboard Wisely

Providing course materials online through Blackboard Vista does not guarantee learning will take place. By using SoftChalk Lesson Builder, a third party product, instructional learning theories can be easily implemented to design course content for learning. SoftChalk is easy to use and has the ability to create interactive learning activities.

Sandy Durtschi & Tae Keun Jeon, Utah State University

Understanding Crosslisting and XML in Vista

This session will give participants a good understanding of how crosslisting and decrosslisting in Blackboard Vista works. The XML structure will be explained, Parent and child relationships demonstrated. Tips and tricks along with an online script will be shared.

Kevin Reeve & Neal Legler, Utah State University

Wimba: Your Single Source for Collaboration

Several member institutions of the Southwest Vista User's Group are already using a Wimba product to add collaboration to their Vista and CE courses. Some use our Wimba Classroom to offer live online classes. Some use Wimba Voice to give your classes a voice. Some use Wimba Create to create content for Vista and CE. Some use Pronto for instant messaging. Wimba can be your single source for collaborating in Vista and CE. This presentation will demonstrate how Wimba's suite of collaborative products can allow faculty to EASILY create a complete and engaging teaching and learning environment by adding numerous interactive elements to their Vista and CE courses. This session will include many examples of how Wimba's Suite supports collaboration among students and faculty.

Lisa Frazier, Great Basin College & Estelita Young, Wimba

4:00 - 5:00 PM

Effective Implementations of Scholar and SafeAssign

Scholar and SafeAssign are maturing as products, providing social bookmarking and plagiarism detection respectively for Blackboard learning management systems. What are the issues in effectively implementing and realizing benefit from these free extensions to the Blackboard learning management system family of products? Come and learn from the experience of other institutions and the experience of the Beyond team.

John Morrison, Blackboard

Video in Vista: Three Models for Hybrid Courses

Explore UEN's professional development course offerings that include TV broadcast content (also available via video on demand online), CD-based training materials and training materials that our partner converted into SCORM modules for statewide use. These rich, partner-created materials provide the foundation for courses delivered primarily through Blackboard Vista.

Jared Covili, Victoria Rasmussen & Ann Howden, Utah Education Network

Pimp Your Blackboard with SCORM

SCORM. What the heck is it? This presentation is intended for those of us who just don't know what SCORM is and how, or why, we would use it. We will go over the essential components of a SCORM Module, building one, and how to use it in Blackboard.

John Louviere, Utah State University

5:00 - 6:30 PM

Conference Reception

Wednesday, March 19, 2008

7:30 -8:30 AM

Continental Breakfast

8:30 - 9:30 AM

Keynote – A Vision for the Class of 2020

Kids who entered Kindergarten this year will graduate in 2020 and their sights for learning are vastly different. Learn how your organization can cast off its dusty bifocals and help faculty explore the "new" technologies of today from experts who can teach 1,000 educators a month and still make it home in time for dinner. Join this action-packed session where learners are also teachers, anyone can publish, cell phones are our friends, and engaging media is essential.

Jared Covili & Laura Hunter, Utah Education Network

10:00 - 11:00 AM

Utah, Multiple Institutions, Migrations and Integrations

A panel of the people behind the scenes of Utah's Vista service take questions and discuss how they achieved a multi-institution service including Banner integration with several schools and migrations from campus edition in this tell-all session.

Cory Stokes, Scott Allen, & Jerry Matson, Utah Education Network

Hybrid Course Model

A hybrid course is composed of a face-to-face and online class. This presentation will include an introduction to a hybrid course model. A hybrid course model enables instructors to use classroom time efficiently. Best practices of designing a hybrid course will be presented.

Tae Jeon & Sandy Durtschi, Utah State University

Seamlessly Expand Support and Improve Satisfaction: Partnering with Presidium Learning to Deliver 24/7 Support

After partnering with Presidium Learning in 2007, students and faculty at the University of Nevada, Las Vegas continue to enjoy the benefits of a 24/7, co-managed help desk, including improved services and higher satisfaction rates. Join members of the UNLV team as they explore the benefits of a help desk partnership and share secrets of a successful planning and implementation. With significant volume for support requests in 2007 and nearly a 90% satisfaction rate, this session will focus on best practices learned from of our partnered 24/7 multi channel helpdesk solution. Even if a co-managed help-desk partnership is not in your future, all campuses can utilize the practices that will be described.

Mike Cuthriell, Presdium Learning & Wonda Yuhasz, University of Nevada, Las Vegas

11:15 AM - NOON

Break-out Open Session

Break-out tables will be set up with a variety of topics and opportunities to interact with colleagues, gather information and discuss experiences. During this time, product enhancements and suggestions will be gathered to provide Blackboard as a User Group.

NOON - 1:00 PM

Lunch

1:15 - 2:15 PM

Introduction to Podcasting

This session will give participants an overview with resources on how to get started with podcasting. Equipment, software, standards, and many options will be discussed. Both audio and video podcasts will be discussed.

Kevin Reeve, Utah State University

Instructor Immediacy using Wimba Collaborative Suite

Instructor immediacy behaviors are those that reduce psychological distance between teachers and students. Immediacy has been shown to increase cognitive learning, student arousal, motivation, and student attendance. Moreover, research indicates that when an instructor is perceived as immediate, he or she is rated as more competent,

caring and trustworthy. Wimba's Collaboration Suite provides tools that can instantly increase an instructor's immediacy in the online classroom. This session will provide tips and techniques for increasing immediacy behaviors in the online classroom using Wimba tools.

Chance Spiker, Wimba

Orienting Students for Online Learning

Learn why an orientation is important for our online classes, the evolution of our audience from the first group in 2001 for whom an in-person orientation was required, to 2007 when we converted from an in-person meeting to an online orientation. See what we developed to meet the needs of our participants and also address the issues we face as facilitators. Find out what worked and what didn't, and what's next for us.

Victoria Rasmussen, Utah Education Network

2:30 - 3:30 PM

CSS Your Vista with Style

Cascading Style Sheets offer fresh new design and layout possibilities that can improve the visual appeal and effectiveness of a Vista course. We will provide a brief introduction to CSS and what it can do to enhance the online learning experience, then demonstrate tools and techniques for implementing styles throughout a Vista course in ways that integrate seamlessly with Vista's built-in functionality. We'll be giving away all the sample code we can and demonstrating live courses and templates that are CSS driven and used by faculty and students campus-wide.

Neal Legler & John Louviere, Utah State University

Take Your Online Course to the Next Level

Weber State University has developed a Mater Online Teacher Certification (MOTC) program to assist professors in cultivating exemplary online courses. This certification program includes face-to-face workshops, hands on training, and a supplemental online course. The faculty members selected for this program learn valuable tools and concepts to increase the interactivity and pedagogical expertise of their online classes. Professors dedicate three hours each month (September – April) to meet with Instructional Designers to learn new communication tools, best practices in online teaching, advanced features in our CMS, new technology options and interactive learning tools. At the completion of the school year, the cohort is asked to showcase their exemplary courses to the campus community. Examples of our MOTC application, certification plan, peer review form, and workshop topics will be shared with the audience.

Jo Ellen Johnson & Gail Niklason, Weber State University

3:45 - 5:00 PM

The Cheatability Factor

Nobody wants students cheating in their online class, yet an estimated 75% of students

have admitted to cheating during their college career, and according to some studies online assessment makes cheating easier. What is your course's "cheatability factor"? Presenters will discuss their rubric for determining cheatability in an online course with special attention to Blackboard Vista 4. Their rubric considers technical, philosophical, and environmental factors that may increase or decrease the cheatability of online courses from design to delivery. Participants will weigh in on the relative value of "direct assault" vs. "hearts and minds" pedagogical approaches to prevent cheating.

Jared M. Stein & Marc Hugentobler, Utah Valley University

Recommendation

This is an information item requiring no further action from the Steering Committee.

TANDBERG AWARDED NEW INTERACTIVE VIDEO CONFERENCING PLATFORM - DISCUSSION

Issue

After a setback last summer on implementing a new Interactive Video Conferencing (IVC) platform and after completing a second comprehensive evaluation UEN has made the decision to transition to Tandberg for its core interactive video conferencing platform.

Background

After a four month process UEN Technical Services staff and Utah State University technical and distance education staff have completed the second of two evaluations focused on new multipoint control unit (MCU) platforms and Interactive Video Conferencing application suites for IVC management and scheduling. The intent of this evaluation is to identify the next generation platform for the Utah Education Network's Interactive Video Conferencing (IVC) network to insure it meets the current and future needs of Distance Education.

UEN's IVC network over the past three years has been fully converted to an Internet Protocol (IP) based solution with over 400 classrooms currently registered on its network with continued demand by higher education and public education for more classrooms and more services. UEN's fundamental requirement for this evaluation is to insure that a stable, scalable platform is implemented that can support the continued growth and increased demand for distance education in Utah.

Last summer after UEN's first MCU and Application Suite evaluation had been completed and the awarded solution implemented it was determined that too many issues existed to confidently move forward into the Fall, 2007 semester. At that time the decision was made it to take a step back and re-evaluate, test and lab the available solutions.

Some of the key metrics used as part of this recent evaluation and decision include:

- A stable management application suite that support UEN's scheduling intensive way of doing business including full semester scheduling and access by multiple users without performance degradation
- Transparent cascading
- Load sharing or hot standby capability for servers

- N+1 design for MCU
- Non meshed infrastructure – *Must be able to manage each MCU independently when necessary*

The next phase of this project is the implementation, testing and sign-off of the total awarded solution. Leading up to June 1st, the deadline for this phase, UEN will install seven MCU's, an eighth MCU purchased by the College of Utah, a new gatekeeper, the Tandberg Management suite including load balanced servers, and fully test the solution. If successful, UEN will have the summer semester to operate the new Tandberg solution in a full production environment before the much more demanding Fall semester begins.

UEN Technical Services will provide progress reports to the Steering Committee as this work progresses.

Recommendation

This is an information item requiring no further action from the Steering Committee.

T A B **14**

NETWORK PERFORMANCE METRICS - DISCUSSION

Issue

The UEN Network Operations Center continues to monitor the health and utilization of the network. This report provides the latest statistics.

Background

Network Backbone Availability

Month to date:	100%
Quarter to date:	99.994%
Year to date:	99.994%

Network Latency Report

USU	4.7 ms
WSU	3.7 ms
DATC	3.4 ms
EBC	3.0 ms
SLCC	2.9 ms
UVU	2.5 ms
UVUW	3.2 ms
CEU	4.0 ms
Snow	3.2 ms
SnowS	3.8 ms
SUU	5.1 ms
Dixie	6.2 ms

Network Backbone Utilization

North Ring:	72%
Central Ring:	112%
South Ring:	29%

<u>Internet Bandwidth Summary</u>

Available Bandwidth: 3.9Gbps

Peak Utilization**:   2.4Gbps

Network Events of significance since the last report:

- **Feb 21, 2008** – Internet2 Multicast DoS misconfiguration disabled many entities across the country including UEN and the University of Utah.

** Note: All peak utilization statistics are calculated using the peak 95th percentile industry standard formula.

Recommendation

This is an information item requiring no further action from the Steering Committee.

TAB **15**

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE
February 15, 2008 – 9:00 a.m.

Members Present: Kenning Arlitsch, Clark Baron, Steve Corbato, David Fletcher for Stephen Fletcher, Rick Gaisford, Stephen Hess, M. K. Jeppesen, Doug Jones for Pat Lambrose, Gary Koeven, Randall Merrill, Donna Morris, Gail Niklason, Kirk Sitterud, Jason Stanger, Eddie Sorensen for Ray Walker, Ryan Thomas, Mike Petersen, Ray Walker, Robert Wagner for Ronda Menlove, Gary Wixom.

Others Present: Barry Bryson, Rick Cline, Jared Covili, Dave Devey, Jeff Egly, Rich Finlinson, Claire Gardner, Boyd Garriott, Alan Gibbons, Laura Hunter, Troy Jessup, Jared Johnson, Karen Krier, Bill Kucera, Lisa Kuhn, Kevin Quire, Joni Robertson, Dennis Sampson, Larry Smith, Nate Southerland, Rick Stallings, Jim Stewart, Cory Stokes.

Welcome and Introductions

Mike Petersen welcomed everyone to the meeting and shared with the members that Ron Barlow was being honored at this time at a conference in Florida by the American Association of School Administrators as one of the top 10 executives for Education Technology, E-School News.

Committee of the Whole

Tab 25 - Legislative Update

Mike Petersen went through the items that are highlighted on the Higher Education Joint Appropriations Subcommittee prioritization of General/Educational Fund Budget changes. For a complete detailed list please see Table 25, Attachment A. The Higher Education subcommittee did make their recommendation last week and they are hoping that on next Monday they will lock in the final budget amounts.

Mike also reported on Utah Telehealth Network and the funding they have received from the FCC. UTN would also like to run their system tandem to UEN's system with changing their network connections from T-1 to Ethernet. Mike shared that at this point they are not sure whether UTN could ride UEN's backbone circuit or if there is a conflict of interest regarding this issue. There is a bill that will be going before

the Legislative body this session that would give UEN approval to work with UTN regarding network connectivity. **A motion was made and seconded that the Executive Members of the Steering Committee propose a draft stating that we as a Board support the bill that is in favor of allowing UTN to use UEN's existing backbone circuit. THIS MOTION CARRIED.**

Tab 26 – E-Rate Filing for Fiscal Year 2009

Lisa Kuhn reported that this year we had many libraries and first time applicants who have joined the consortium. She shared that so far we had filed for about $14.7 million net in equipment funding and that we should see $11-12 million in returns next year. Lisa felt that things went very smoothly this year regarding the E-Rate filings and reminded all that this was another beginning of a long and complicated cycle.

Tab 27 – Proposal for Change to IVC Facilitator Payment and Billing System

Jeff Egly and Claire Gardner shared that UEN would like to look into modernization of the accounting system and facilitator payments IVC/EDNET classes. The system we have in place is over 20 years old and it has become rather cumbersome to work with each month regarding invoicing to customers and disbursements of funds for EDNET facilitators. The conversion to IVC has become increasingly difficult to track in our outdated databases. We would like to start investigating the real costs of the IVC services fees and reach agreement with our partners on more fair and equitable facilitation payments. The current rate for facilitators is $13.50 an hour, the same as it was in 1992. The suggestion was made that some sort of automatic cost adjustment be included in any new proposals so that this process would not need repeating any time soon. Steering Committee members and Higher Ed and Public Ed representatives will be contacted to provide their input. It was suggested that these financial decisions be made by the August, 2008 Steering Committee meeting so that institutions could include the financial ramifications of this in their legislative requests for 2009. **A motion was made and seconded to move ahead with the investigation into the billing system and rates. THIS MOTION CARRIED.**

Tab 28 – Soundzabound

Laura Hunter shared with the committee that royalty free music for education is now available on K-12 Pioneer Online Library, eMedia and CollegeMedia. This service was developed by producers, songwriters, arrangers, studio owners, ASCAP members and copyright legal counsel working to produce high quality, educationally priced music. The collection now has over 1200 files in short and long segments. A short video was shown which demonstrated the use of music from the Pioneer Library. Terrilyn Black, a senior at Richfield High School created an educational video on Safe Dating Practices and has been recognized by the Governor and Attorney General. Thank you Terrilyn for sharing this with us.

Tab 29 – NETA Awards and MHz Worldview Channel Debut

Laura Hunter highlighted two national awards in January for outreach on UEN SciFi

Friday and NetSafe Utah. A full press release can be found behind Tab 29 Attachment A and B.

Tab 30 – Network Performance Metrics

Troy gave us the highlights for the last 2 months. For a detailed breakdown please see Tab 30.

Tab 1 – Other

Nothing to report.

The next Steering Committee meeting will be held on April 11, 2008, at 9:00 a.m. 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: Kenning Arlitsch, Rick Cline, Jared Covili, Rich Finlinson, Rick Gaisford, Claire Gardner, Cyd Grua, Laura Hunter, Jared Johnson, Doug Jones, Randy Merrill, Donna Jones Morris, Gail Niklason, Kim Roper, Nate Southerland, Jason Stanger, Cory Stokes, Robert Wagner, Jo-Ann Wong.

Rick Gaisford showed four examples of low-cost computer devices that may become prevalent in Utah classrooms.

Tab 4 – Distance Education Resources for Students and Faculty – Discussion

Rick Cline demonstrated the numerous resources available to faculty and students from the UEN's Distance Learning page *http://www.uen.org/distance_ed/*

Cyd Grua suggested that BYU be included as a resource. Laura Hunter noted that Distance Education would have a prominent place on the upcoming, redesigned UEN Web site.

Tab 5 – Upcoming Conference Schedule – Discussion

Subcommittee members were asked to communicate the learning opportunities of the upcoming events and conferences to their campus and organizations.

Feb. 29, March 1, 2008:

Utah Coalition for Education Technology, Taylorsville High School, *http://ucet. org*

March 6:

Utah Educational Library Media Association (UELMA), Ogden, *www.uelma.org*

March 18, 19:

Southwest Vista Users Group, Ft. Douglas, nln.nevada.edu/2008Conference

June 5, 6:

Teach with Technology Idea Exchange, Orem, *www.ttix.org*

June 9 – 11:

National University Telecommunications Network, Park City, *www.nutn.org*

June 10:

USOE Business Curriculum Conference

June 12, 13:

USOE Technology Education Curriculum Conference, Northridge High School, Layton, *www.schools.utah.gov/ate/Teched/caSummerConferenceTechEdHome 2007.htm*

June 12, 13:

USOE Marketing Curriculum Conference, WSC, Davis campus, Layton, *www. schools.utah.gov/ate/Marketing/market.htm*

June 16, 17:

Second Utah Charter School Conference, American Fork, *www.utahcharters.org*

July 8 – 11:

Utah Rural Schools Association Summer Conference, Cedar City, *www.ursa.k12. ut.us*

Thursdays:

Faculty Lounge, *http://www.uen.org/News/article.cgi?category_id=343& article _id=1804*

UCEA, need more information.

Open Education Resource Movement, need more information.

Nate Southerland is preparing for Digital Television transition and will be presenting at many of these conferences and events. He will also explain KUEN 9.2's MHz Worldview content.

Tab 6 –Public and Higher Education Advisory Reports – Discussion

Cyd Grua said the Higher Education Advisory Committee saw a WIMBA demonstration at its Jan. 15, 2008 meeting. She believes WIMBA is a "powerful platform" and a valuable commodity for UEN.

Doug Jones said 22 of 92 teachers who had submitted technology proposals for Qwest grants will be notified of their awards and be recognized at UCET.

The Public Education Advisory Committee met Jan. 22, 2008 and had a WIMBA experience, formed an iTunes U and K-12 steering committee to consider "good content," management, participation and support issues, and is working on providing two levels of ITC workshops, entry and second level.

Utah Education Network Technical Services Subcommittee Meeting Minutes

The minutes were corrupted in a file transfer. They will appear as an addition to the June 13, 2008 minutes.

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.

T AB 16

OTHER