

Utah Education Network Steering Committee

April 15, 2011

**UTAH EDUCATION NETWORK
STEERING COMMITTEE**

A G E N D A

APRIL 15, 2011

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

Committee of the Whole / Business Meeting

Welcome and Introductions

Tab 31	TRIBUTE TO FOUNDER STEVE HESS - DISCUSSION	1
Tab 1	2011 LEGISLATIVE UPDATE - DISCUSSION	3
Tab 2	UEN FUNDING MODEL - INITIAL POLICY CONSIDERATIONS - DISCUSSION	5
Tab 3	E-RATE UPDATE - DISCUSSION	9
Tab 4	NETWORK FILTERING CONTRACT - ACTION	11
Tab 5	UEN PERFORMANCE REPORT - DISCUSSION	13
Tab 6	FY 2012 STRATEGIC PLANNING - ACTION	15
Tab 7	STEERING COMMITTEE MEETING MINUTES.	17
Tab 8	OTHER	21

11:00 a.m.-
12:00 noon

Instructional Services Subcommittee Meeting

Tab 9	INSTRUCTURE CANVAS PRICING FOR K-12 - DISCUSSION.	23
	ATTACHMENT A - UEN LETTER	25
Tab 10	PIONEER LIBRARY CHANGES - DISCUSSION	27

Tab 11	eMEDIA PERFORMANCE DATA - DISCUSSION	29
Tab 12	2011 UCET CONFERENCE - DISCUSSION	31
Tab 13	PUBLIC EDUCATION ADVISORY COMMITTEE REPORT - DISCUSSION	35

Technical Services Subcommittee Meeting

Tab 14	NTIA BTOP ROUND ONE PROJECT UPDATE - DISCUSSION	37
Tab 15	USOE UTIPS PROJECT UPDATE - DISCUSSION	39

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

- Steering Committee Meeting - June 10, 2011, 9:00 a.m.
- Instructional Services Subcommittee Meeting - June 10, 2011, 11:00 a.m.
- Technical Services Subcommittee Meeting - June 10, 2011, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

TRIBUTE TO FOUNDER STEVE HESS - DISCUSSION

Issue

UEN founding director, steering committee member and University of Utah CIO Steve Hess will leave the campus at the end of May. Steve has accepted a call from his church to serve as a mission president in Michigan. A national search for Steve's replacement is underway and it is anticipated that this leader will serve on the UEN Steering Committee.

Background

University of Utah President Michael K. Young issued the following announcement and tribute to Steve on January 19, 2011:

After nearly 38 years of service to the institution, Steve Hess will leave The University of Utah on May 31st to accept a call from his church to serve as a mission president. Steve has provided invaluable leadership and service to the University and the state in Instructional and Educational Technology and, more lately, in his role as the Chief Information Officer (CIO) for both The University of Utah and the Utah System of Higher Education (USHE). The hallmark of his entire career has been his deep and passionate commitment to improving education through the appropriate use of technology. He has been an educator first and a technologist second.

Earlier in his career at the University he acquired funding and resources and led an effort to develop and organize the Utah Education Network (UEN) as its first director. UEN now provides network connectivity and online educational services to all public schools, libraries, applied technology centers, colleges and universities in the state of Utah.

Steve has held many other administrative responsibilities during his time with the University including the Director of the Educational Media Center, Instructional Television, University Press, IMS, Media Services, Assistant VP for Student and University Relations, Associate VP for Information Technology and Adjunct faculty appointments in the College of Education and Department of Communication.

As CIO he consolidated and reorganized all central Information Technology (IT) services. He and his team have greatly improved collaboration, eliminated duplication, improved processes and the overall efficiency and accountability of IT services. Other accomplishments include an IT governance process, UMail, ubiquitous broadband wireless, improved cellular coverage, consolidated help

desk, network, security and compliance teams and a new data center to serve the campus well into the future.

As CIO he led the University Efficiency Committee to identify areas where the institution could save money. This has led to annual savings of over \$6.2 million, as well as \$2.9 million in one-time IT savings. Through his position as CIO of the USHE, forty-nine software contracts are jointly purchased on a statewide basis for a savings of \$1.4 million annually.

He has been an extraordinary leader in the University community, a wonderful colleague and a remarkable friend. Steve says the most enjoyable and best part of his job is working with the students, faculty, staff and administration of the University. We will greatly miss Steve and all his extraordinary contributions.

We have begun a national search for Steve's replacement and the position opening has been posted. A search committee, chaired by Vice President Tom Parks, will interview candidates and forward finalists to me for review and selection.

Please join me in acknowledging Steve and wishing him well in this new phase of his life. –Michael K. Young

Recommendation

It is recommended that the Steering Committee issue a certificate of appreciation to Steve Hess for vision and service in founding and directing the Utah Education Network and serving continuously as a member of its Steering Committee since 1989.

2011 LEGISLATIVE UPDATE - DISCUSSION**Issue**

This report provides a summary of the budget decisions made during the 2011 Legislative General Session.

Background

Before the 2011 Legislative session began, UEN was told to prepare for a 7 percent budget cut. That represented a reduction of about \$1.2 million in State funds to contribute toward the reduction of a \$313 million structural imbalance in the State budget.

The Higher Education Appropriations Subcommittee recommended that UEN State funds be cut by 10 percent or \$1,749,000 for FY 2012. That recommendation was incorporated in Senate Bill 7, the Higher Education Base Budget, which was sponsored by Senator Urquhart, and was adopted early in the session.

UEN staff worked closely with Legislative leadership and Higher Education Appropriation Subcommittee members for the remainder of the session to restore our base funding to the FY 2011 level. Thanks to the combined efforts of several UEN advocates, including Jerry Fenn (Qwest President for Utah), Eric Isom (Qwest Government Affairs), Steve Mecham (URTA – Executive Director and Legal Counsel) and Spencer Cox (CentraCom – Legal Counsel) and improvements in State revenue projections, the cut for FY 2012 was ultimately reduced by 2 percent or \$350,000.

This cut was coupled with a \$60,500 reduction in State support for public employees' health insurance premiums. Since UEN is covered through the University health insurance program, the actual cut in state funds amounts to \$410,500 and is shown in the following table:

FY 2012 Appropriated Budget									
Plan of Financing	FY2010 Actuals	FY2011 State Approp.	Less One-Time Funds	FY2012 Beginning Base	LFA10% Base Reduction	S.B. 7 FY2012 Base Budget	S.B. 2 8% Restored	S.B. 6 Health Adjustment	FY2012 Final State Approp.
General Fund	\$221,700	\$219,500		\$219,500	(\$219,500)		\$175,600		\$175,600
Education Fund	\$18,495,900	\$17,270,800		\$17,270,800	(\$1,529,500)	\$15,741,300	\$1,223,600	(\$60,500)	\$16,904,400
Education Fund – One-Time		\$1,000,000	(\$1,000,000)						
Federal Funds	\$2,728,500	\$7,900,000		\$7,900,000		\$7,900,000		(\$7,100)	\$7,892,900
Dedicated Credits	\$8,253,600	\$10,690,000		\$10,690,000		\$10,690,000		(\$1,100)	\$10,688,900
Beginning Non-Lapsing	\$115,000	\$300,000	(\$300,000)						
Closing Non-Lapsing	(\$300,000)								
Transfers	\$2,379,300	\$835,300		\$835,300		\$835,300			\$835,300
TOTAL	\$31,894,000	\$38,215,600	(\$1,300,000)	\$36,915,600	(\$1,749,000)	\$35,166,600	\$1,399,200	(\$68,700)	\$36,497,100

In conjunction with these cuts, UEN also suffered a \$1.0 million loss of ongoing education funds in FY 2011. To defer the impact on the budget for a year, the Legislature provided a \$1.0 million one-time appropriation. Since the one-time money was not restored in FY 2012, our total loss in ongoing operating funds for FY 2012 is in excess of \$1.4 million.

UEN had also requested new revenue from the state to provide network connectivity to the 12 to 15 new schools that are scheduled to open during the upcoming academic year. We requested \$36,000 to cover monthly recurring charges (after E-Rate). A second request was to pay the anticipated cost of a new filtering implementation that must occur prior to the beginning of the 2011-2012 school year. Neither of these funding requests was approved by the Legislature.

Recommendation

This is an information item. There are policy issues that must be considered by the Steering Committee that are addressed in the next agenda item.

UEN FUNDING MODEL - INITIAL POLICY CONSIDERATIONS - DISCUSSION

Issue

The accumulated impact of budget cuts, reduced staff support, and other resource challenges at UEN have reached a point where we must review and reconsider our long-term funding model. It is our recommendation that we have initial discussions in April, followed by extensive conversations at our Spring strategic planning retreat. We expect that the UEN 2012 Budget decisions will be shaped by the conclusions we reach in these discussions.

Background

Historically, the UEN funding model has allowed us to provide network connections and other network services at no charge to our education partners. State Appropriations have been the most important funding source to pay for UEN's network infrastructure, instructional services, professional development and other essential educational services. Following Steering Committee policy, we have leveraged state appropriations with Federal E-Rate funds, a community service grant from the Corporation for Public Broadcasting, and other federal grants to pay for services. Consequently, UEN services have been free to all public education schools, charter schools and higher education institutions.

During the past three years, ongoing state appropriations at UEN have been reduced by 17.5 percent. The additional reduction in FY 2012 will be 2 percent, so the total impact of budget cuts during a four-year period will mean that nearly one-fifth of our major funding source has been eliminated. We have taken numerous actions to manage these budget reductions, but we have protected the services that education and state government depend on while doing so. Specifically, UEN staff was reduced by 17 positions (more than 16% of our total staff). A reduction in force in several UEN departments was implemented by having remaining staff assume additional duties while performing an already full complement of responsibilities. In addition:

- Several staff positions have been terminated.
- Professional development budgets were reduced by 50% in nearly all departmental operating budgets.
- Obsolete equipment replacement was delayed wherever possible.
- Eliminated databases and products from Pioneer Library

- Site support for colleges and universities throughout the state was permanently eliminated.
- Regional help desk and regional training support funding was reduced nine percent.
- The USOE training specialist position was eliminated.
- School districts and charter schools have agreed to pay one-time installation costs and two-thirds of the ongoing operations costs of network improvements at many elementary and charter schools.

Despite these budget cuts nearly all of the previously planned network improvement projects will be completed due to the critical priority for the school districts involved. We are maintaining the network at full capacity in spite of increased network utilization and we have provided the essential services that our education and state government partners require from us.

As we prepare our operating budget for next year, UEN faces a budget shortfall of approximately \$1.2 million. The shortfall will result from the additional cuts to our ongoing budget, \$410,000, and elimination of one-time funding of \$1 million that was provided by the legislature for the current fiscal year. Next year, we do have flexibility to cover budget shortfalls in state appropriations because of other revenue sources that are currently available.

Funding Model Options

There are two basic alternatives which we anticipate phasing in over two years. We recognize that school districts and colleges and universities would require some time to build any new expenditures into their operating budgets. The basic funding models are:

1. Retain our current funding model by identifying \$1.2 million in UEN budget savings. This would necessitate eliminating key UEN services that have been identified as core to the UEN mission. It assumes that the highest priority is to protect network connectivity and that services such as distance learning, web services, professional development and educational broadcasting could potentially be reduced in scope or eliminated.
2. Make modest adjustments to the funding model. An example would be to reduce UEN expenditures in a way that protects the network and network services, perhaps by lowering operational costs by about \$500-600 thousand, and by initiating new charges to school districts, charter schools, and higher education institutions of a comparable amount.

To take initial steps toward a long-term budget solution, we suggest that the Steering Committee consider the following changes in UEN funding policy:

1. Require school districts and charter schools to pay one-time network connectivity costs and the after-E-Rate monthly recurring charges for all new schools that connect to the UEN network.
2. Maintain our requirement that network connectivity to elementary schools (both district and charter) be paid by the districts and charter schools.

3. Require school districts and charter schools to pay for increased license fees and equipment for filtering inappropriate material on the Internet. UEN would continue to contribute funding that is currently in our budget, \$100,000, for filtering.
4. Reduce the percentage of support paid by UEN and increase the charge for higher education institutions for UEN to host the Learning Management System to offset new equipment and programming charges that are not covered by our current LMS budget.
5. Review budget support provided by UEN to regional service centers, and to higher education institutions to determine whether the support must be continued or can be eliminated or reduced in scope.

These suggestions are presented in order to start a discussion about a UEN funding model that will appropriately address current and future budget realities. We also recognize that other options may exist. Working together we are confident that funding changes can be adopted that will allow UEN to continue these quality services while not overburdening our stakeholders financially.

Recommendation

This item is intended to initiate discussions that will lead to decisions and action at subsequent Steering Committee meetings.

E-RATE UPDATE - DISCUSSION

Issue

This report summarizes the status of E-Rate funding commitments for reimbursements from the Universal Service Administration Company (USAC) Schools and Libraries Program. The Schools and Libraries E-Rate program continues to be of great importance to UEN as it provided reimbursements of \$10.8 million in our Fiscal Year 2011 (July 1, 2010 – June 30, 2011) budget to help cover circuit expenses of over \$14.8 million.

Background

E-Rate Funding Fiscal Year 2012 (July 1, 2011 – June 30, 2012)

The E-Rate filing window opened and closed later this year, January 11, 2011 - March 24, 2011, due to pre-window changes to the program’s rules and filing forms. For the upcoming Fiscal Year 2012 (July 1, 2011 – June 30, 2012), the UEN Procurement team negotiated sixteen new contracts, and re-executed three existing contracts. Included in the new E-Rate filings is Instructure, the UEN statewide Learning Management System (LMS), in an effort to offset the public education portion of the cost of the new system.

The final tally for 2011 funding requests submitted by Utah applicants breaks down as follows:

Total Funding Requested by UEN	
(Statewide average discount of 71%)	\$23,954,098
Total Requested by Non-UEN applicants	\$6,992,508
<hr style="width: 50%; margin-left: 0;"/>	
Total Requested by all Utah Applicants	\$30,946,606

UEN filed for \$23.9 million; but we are projecting that UEN E-Rate reimbursements will equal \$13 million for Fiscal Year 2013 (July 1, 2012 – June 30, 2013), with the 46 UEN E-Rate applications that were filed as the window was open. UEN’s E-Rate team worked diligently to raise the statewide E-Rate discount from 70% in Fiscal Year 2010 to 71% in Fiscal Year 2011, which may increase UEN reimbursements by almost \$500,000.

The E-Rate procurement process is complex. Applicants are required to file RFPs and E-Rate procurement forms in a timely manner in order to comply with both state

procurement laws as well as federal E-Rate requirements. This process is exacerbated by the brief E-Rate “filing window” where the UEN E-Rate/Procurement team must: 1) prepare E-Rate Funding applications based on billing projections for the upcoming fiscal year; 2) review, evaluate and score all incoming bids; 3) work with University Purchasing to make awards to vendors for the most cost effective bids; 4) carefully review each vendor contract before obtaining signatures. Once contract signatures are obtained, the team can then proceed with the E-Rate filings and submission – all before the E-Rate filing window closes. In the vast majority of cases, UEN continues to be successful in keeping the incremental costs as low as possible while continuing to build out leased services’ infrastructure when and where needed.

UEN continues to be one of the most, if not the most cost-efficient of all state networks in the nation.

Recommendation

This is an information item and requires no further action by the committee.

NETWORK FILTERING CONTRACT - ACTION

Issue

UEN Technical Services, in a joint effort with the filtering committee, has finalized its decision for its ongoing content filtering solution for the next three years. We have chosen to award the contract to Marshall 8e6.

Background

Late last year, we formed a committee consisting of a cross section of our public education staff to review, evaluate, and test filtering applications. The objective of the committee was to select a filtering application that would be granted a contract for the next three years. The committee chose to continue using the 8e6 solution, which has held a contract with UEN for the previous five years.

The major factors emphasized by the review committee were: the consistency in technology, our ability to leverage some of the current equipment already deployed which saves UEN a substantial amount of money, and the effectiveness of the 8e6 filtering options which provide in-line and out-of-line filtering options.

The cost of the contract is \$319,000 paid in yearly installments. This is a slight increase over our expiring contract costs.

There will be additional costs to purchase hardware required for the filtering application. This hardware will be available at discounted rates. As noted in Tab 1, UEN requested funds from the Legislature to pay for these additional costs, but the request was not met. Therefore, as recommended in the UEN funding model discussion in Tab 2, we anticipate requiring that school districts and charter schools pay for the equipment.

Recommendation

It is recommended that the Steering Committee approve the recommendation of UEN and the Filtering Committee to award a 3 year contract to Marshall 8e6 for its filtering solution. It is also recommended that the Steering Committee authorize UEN to charge school districts and charter schools for hardware that is required to implement the filtering solution.

UEN PERFORMANCE REPORT - DISCUSSION

Issue

This report provides the UEN Performance Dashboard for March 2011.

Background

The UEN Performance Dashboard reports data on the following key service areas:

- Network
- Web Services
- Learning Management System
- Interactive Video Conferencing

Managers for these areas will present highlights during the meeting. Detailed performance data can also be viewed online at <http://www.uen.org/ueninfo/>

Recommendation

This is an information item and requires no further action by the committee.

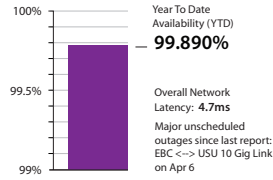
NETWORK PERFORMANCE METRICS

Network Backbone Utilization

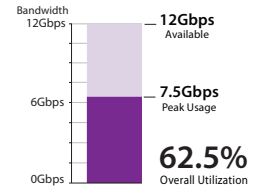
North Ring: 60% Central Ring: 28% South Ring: 46%



Network Backbone Availability



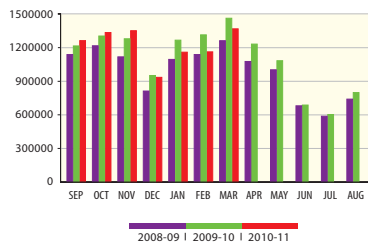
Internet Utilization Statistics



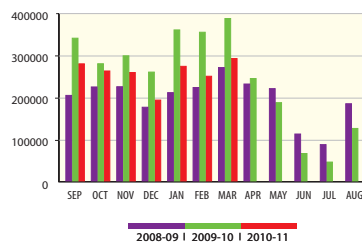
[MAR 2011]

WEB SERVICES

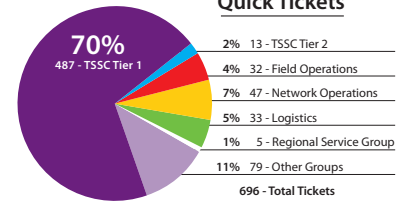
www.uen.org Visits



my.uen.org Visits



Quick Tickets

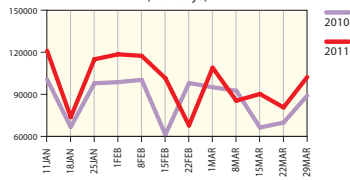


[MAR 2011]

LMS - LEARNING MANAGEMENT SYSTEM

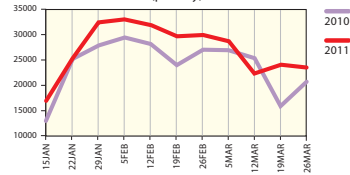
Total Logins

(Mondays)



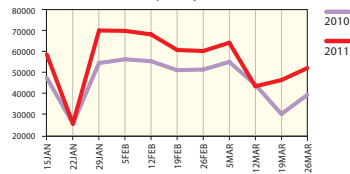
Assignments Submitted

(per day)



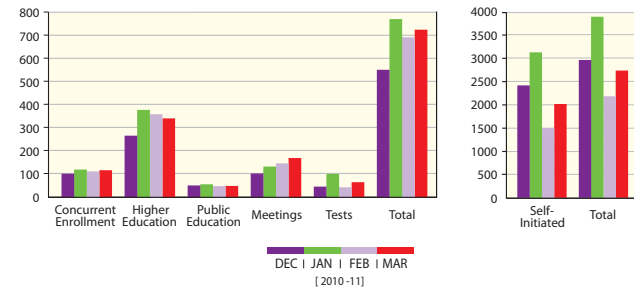
Assessments Submitted

(per day)

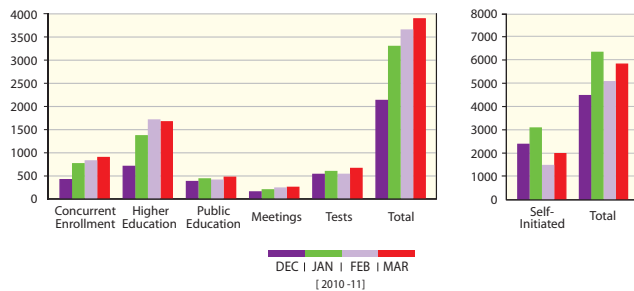


IVC - INTERACTIVE VIDEO CONFERENCING

Total Unique Events



Total Event Recurrences



FY 2012 STRATEGIC PLANNING - ACTION

Issue

It is time to establish a timeline to prepare our FY 2012 budget and strategic plan. The consultation and collaboration with stakeholders is always essential when determining the overall needs and strategic directions for UEN. The upcoming fiscal year will require priority setting that will be challenging and essential for our future ability to provide network services for our education and government partners.

Background

Our current Long Term Strategic objectives focus upon Wide Area Network, Web Resources, Enterprise Applications, Distance Education, Broadcast Services, and Professional Development. We are not expecting these Long Term objectives to change radically. But, we do expect the number of projects and outcomes to be limited because of funding reductions that UEN has received during the past three budget cycles.

To get some initial feedback, we encourage you to review our FY 2011 Strategic Plan, which you may review at: http://www.uen.org/ueninfo/downloads/uen_strategic_plan.pdf. Topics that we would appreciate some preliminary thinking about include the following:

1. UEN funding model
2. Plans for transition to the Instructure Canvas course management system and support for higher education and public education
3. On-going funding for new schools requiring broadband connections
4. Replacement cycle for network devices not eligible for E-Rate funding and IVC equipment; and implementation of new network and IVC technologies
5. Outside grant and fundraising priorities
6. UEN support for testing, data, and content systems to support public education and school districts
7. New educational enterprise systems/services that UEN can implement in the future
8. Other topics

Recommendation

It is recommended that a day-long Strategic Planning Retreat be scheduled during the third week of May. Our goal will be to finalize a specific day, and suggest that Wednesday, May 11, or Thursday, May 12 be reviewed prior to the Steering Committee meeting for availability. We propose a central location, perhaps at Utah Valley University or Salt Lake Community College Larry Miller Campus. The day-long retreat would allow thorough discussion of network, technical, and instructional topics. The results of this planning session and the 2010-2011 budget would then be ready for discussion and adoption at the June 10th and August 19th, 2012 Steering Committee meetings.

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

FEBRUARY 18, 2011 – 9:00 a.m.

Members Present: Debbie Rakhsha for Kenning Arlitsch, Steve Corbató, Jon Crawford, Rick Gaisford, Steve Hess, M. K. Jeppesen, Gary Koeven, Pat Lambrose, Eric Mantz, Donna Jones Morris, Mike Petersen, Kirk Sitterud, Glen Taylor, Ray Walker and Gary Wixom.

Others Present: Scott Allen, Charice Black, Barry Bryson, Rebecca Davis, Jeff Egly, Rich Finlinson, Boyd Garriott, Jenn Gibbs, Eric Hawley, Sheryl Hulmston, Laura Hunter, Troy Jessup, Doug Jones, Karen Krier, Lisa Kuhn, Steve Mecham, Bryan Peterson, Dennis Sampson, Jim Stewart, Lee Tansock and Scott Wickel.

Welcome and Introductions

Gary Wixom welcomed everyone to the February Steering Committee meeting.

Committee of the Whole

Tab 18 – Resignation and New Steering Committee Member

Mike Petersen reported Pat Lambrose is resigning from the Steering Committee to spend more time in a place she loves as much as the classroom, the great outdoors of Utah and the Intermountain West. Pat will continue to be an advocate for GIS (Geographic Information Systems). We express appreciation to Pat for her service and her contagious enthusiasm for education and technology.

The Utah State Office of Education recommends that Rachel Murphy be nominated to the Steering Committee and she has agreed to serve as a member. Thanks to Rachel's initiative, nearly 1,700 teens at Kearns High are getting an iPod Touch as part of a massive technology rollout that took almost a year of teacher training and infrastructure development.

A motion was made and seconded to approve the recommendation of Rachel Murphy to the Steering Committee. The nomination is subject to final approval by Governor Herbert. THE MOTION CARRIED.

Tab 19 – UEN Legislative Update

Mike Petersen reported on the key developments so far in the legislative session. The Legislature adopted a FY 2012 base budget for UEN with the passage of the Higher Education Base Budget bill (S.B. 7, 1st Substitute, 2011 General Session). Republican legislative leadership proposed to cut State funds by approximately 7%, which for the most part occurred in USHE and state agencies. However, the Higher Education Base Budget bill funded 90% of UEN's FY 2011 ongoing appropriation which represents a 10% cut to the base budget for FY 2012.

To see the complete breakdown of the recommendation of the Legislative Fiscal Analyst, please refer to Tab 19.

Tab 20 – Quarter Two Progress Report on FY 2011 Strategic Plan

Jim Stewart reported on the quarterly progress report for the Technical Services group. This includes the activities for October through December for all UEN departments. Jim would also like to thank Jeff Egly and Dennis Sampson for all of their hard work on the BTOP Grant.

Laura Hunter reported on the quarterly progress report for the Instructional Services group. This also includes the activities for October through December.

To see a complete detailed list of all of the activities and highlights, please refer to Tab 20.

Tab 21 – Federal Funding

Laura Hunter told the Steering Committee that UEN has joined with other public broadcasters nationwide in support of a grassroots effort to preserve federal funding called 170 Million Americans. This is in response to recent efforts of the 112th Congress to eliminate funding to the Corporation for Public Broadcasting.

UEN is now part of that network, along with other Utah stations KUER, KUED, KRCL and Utah Public Radio. UEN has undertaken this effort because we take the threat to public media very seriously. Federal funding from the Corporation for Public Broadcasting amounts to 9.5% percent of UEN's annual revenue, nearly \$3.04 million. UEN will continue to update the Steering Committee on the progress of this important project and our participation in the coming months.

To read more on this please visit the website: 170MillionAmericans.org

Tab 22 – The Dolores Doré Eccles Broadcast Center Building and Critical Infrastructure Security

Jim Stewart reported on the joint effort of UEN and KUED to improve building and data center/critical infrastructure security at the Dolores Doré Eccles Broadcast Center (EBC). To fund the improvements to indoor and outdoor surveillance at EBC, UEN applied for a Non-DPS Higher Education State Homeland Security grant administered by the Utah Department of Public Safety. In December 2010 UEN received \$62,500 in Homeland Security funding. Improved surveillance is one step in many toward insuring EBC is secure and its services are protected.

Tab 23 – UEN Performance Report

Troy Jessop shared with the Steering Committee the UEN Performance Dashboard for January 2011. To see the detailed reports and numbers, please refer to Tab 23.

Tab 24 – Course Management Service Update

Scott Allen reported to the Steering Committee that the transition from Blackboard Vista to Instructure Canvas is underway. Much work needs to be completed over the next several months, but we are making good progress in negotiating a contract with Instructure, and are preparing to have a UEN hosted production instance of Canvas ready for live classes by May 1, 2011.

In December 2010 Instructure Canvas was selected to replace Blackboard Vista by a committee consisting of representatives from each state higher education institution. UEN will host Canvas and provide support for all public higher education institutions in Utah. The transition to Instructure Canvas will be a gradual process over the next eighteen months, with all courses being offered in Canvas by July 1, 2012.

To see the complete breakdown of the Course Management Service Update, please refer to Tab 24.

Tab 25 – Steering Committee Meeting Minutes

A motion was made and seconded to approve the minutes as written. THE MOTION CARRIED

Tab 26 – Other

The next Steering Committee meeting will be held on April 15, 2011 at 9:00 a.m. at the Dolores Doré Eccles Broadcast Center.

Utah Education Network Instructional Services Subcommittee Meeting Minutes

In attendance: Scott Allen, Barry Bryson, Rick Cline, Rick Gaisford, Kelly Gennesy, Laura Hunter, Troy Jessup, Doug Jones, Karen Krier, Vince Lafferty, Pat Lambrose, Mike Milne, Donna Morris, Mike Petersen, Bryan Peterson, Lee Tansock, and Jo-Ann Wong.

Welcome: Rick Gaisford welcomed everyone to the UEN Instructional Services Steering Subcommittee.

Tab 27 – New UEN Web Resources - Discussion

Karen Krier described six new UEN web resources that had been launched recently including a Common Core landing page and a Technical Services “Director’s Blog.”

The UIMC media evaluation site where panelists could submit their evaluations online and at its annual meeting, used the improved interface to move quickly through the purchasing process. Committee members pointed out that the pages were great and the UIMC also saved some money by using the new interface rather than printing hundreds of pages of evaluations.

Tab 28 – Concurrent Enrollment/Distance Education Coordination Meeting - Discussion

Sheryl Hulmston and Charice Black presented updates on Concurrent Enrollment/Distance Education for urban and rural schools. They want to create partnerships between public education and higher education to address course offerings, look at the use of dedicated IVC rooms in public schools and revise the course offerings directory.

The subcommittee asked for an urban area distance learning needs assessment. Sheryl and Charice will continue working with all partners and keep everyone updated on their findings.

Tab 29 – UEN Finance in the Classroom Award - Discussion

Laura Hunter thanked project manager, Doug Jones for producing the award-winning Finance in the Classroom project. UEN won an award from the National Educational Telecommunications Association (NETA) for the creation of a website, extensive outreach to communities, schools, teachers and students throughout Utah, UEN-TV Financial Fitness broadcast week, training, PSA’s and newspaper ads promoting financial literacy and economic education.

Tab 30 – NetSafe Utah Grant - Discussion

Mike Milne, Utah Council for Crime Prevention Deputy Director, presented UEN with a certificate of appreciation for its support of the January Power of Prevention conference.

Rick Cline explained that a new grant was awarded by the Commission on Criminal and Juvenile Justice to be used for training and outreach, translations of 18 NetSafe videos into 10 languages, and closed captioning in English.

The UEN Instructional Services Subcommittee adjourned at 11:20 a.m.

COMMITTEE OF THE WHOLE

T A B **8**
OTHER

INSTRUCTURE CANVAS PRICING FOR K-12 - DISCUSSION

Issue

UEN negotiated a pricing model with Instructure for Utah K-12 schools that desire to join with Utah higher education institutions in adopting the Instructure Canvas LMS to support instruction.

Background

Instructure originally included a number of free seats for Utah K-12 schools in their RFP proposal. UEN negotiated with Instructure to separate the cost of these “free” K-12 seats to lower the cost for UEN and higher education institutions, and have agreed on a pricing model for licensing Canvas for Utah public schools.

Overview of K-12 Pricing for Canvas

Instructure offers consortium pricing to UEN for K-12 schools adopting the Canvas LMS. The agreement will be through UEN, but Instructure will host Canvas in the cloud and provide support and training to K-12 schools. The pricing model is a tiered model based on student headcount (only for students using the system), and the cost per student goes down as more licenses are purchased. Each school that adopts Canvas will also have a one-time setup fee that includes group training for Canvas administrators, integration with student information system through the bulk enrollment API, single sign on (for supported schools), and light branding (one color and school logo).

E-Rate Application

UEN included Canvas licensing for K-12 in our application for federal E-Rate funding this year. During the RFP process, we were careful to make sure that the LMS selection for the Utah consortium would be E-Rate eligible and have also worked with Instructure to make sure the pricing for Canvas for K-12 contains all the necessary elements to be E-Rate eligible. Hopefully we will obtain E-Rate funding and the cost for Canvas will be reduced even further.

Letter to Educators

In late March, UEN sent a letter to superintendents and other educators with details about the reduced pricing for Canvas. The letter is included under this tab as Attachment A, and explains the pricing model available to Utah K-12 schools and some of the advantages that Canvas can provide such as:

- An easy to use web-based environment for delivering instruction, assignments, quizzes and other online activities for both IN PERSON and FULLY ONLINE classes

- Single site log-in for students to manage online courses including uploading assignments, online discussions, access to class materials, and a common calendar across all of their classes
- The same system would be used in both public education and higher education, making the transition to post-secondary programs in Utah easier for students
- Flexible notifications including e-mail, text messaging, social media
- Calendar that can be shared with other calendars such as Google Calendar, iCal, or Outlook
- Convenient grading tools for teachers, including grading using mobile devices
- Collaboration with a full support community of Utah higher education system administrators

With this model, UEN would require a signed MOU with each district or school confirming the number of student “seats” desired. UEN would pay the licensing annually, and bill back each institution based on the total number of licenses statewide. Schools could charge a “student fee” to cover their LMS costs if they desire.

The letter gives contact information for demonstrations of Canvas, questions about Canvas as used in the Park City School District, and questions about the pricing model. We’ve asked educators to respond to us by April 30th, 2011 with an estimated number of seats and contact information for the person in each school or district who will coordinate with UEN. We will follow up with those that respond and send a formal MOU. We will finalize the UEN consortium license in time to begin the new school year this August 2011.

Canvas for the Utah Electronic High School

UEN is also working with Instructure on an agreement for Canvas licensing for the Utah Electronic High School (EHS). This pricing model is different from the pricing model for K-12 because of the unique nature of enrollment for EHS and because UEN will provide Canvas hosting and support for EHS. Instructure has proposed a price for licensing for EHS and we are evaluating its feasibility.

Summary

In addition to licensing Instructure Canvas for higher education in Utah, UEN has negotiated reduced group pricing for public schools in Utah. Licensing is by student headcount (only for students who use the system), and cost per student decreases as more student licenses are added. UEN has also applied for federal E-Rate reimbursement for this service which, if approved, would further reduce the price for participating schools and districts. UEN will follow up with interested public schools and districts with a formal MOU and we will finalize the consortium license for Canvas in time for the new school year in fall 2011.

Recommendation

This is an information item and requires no further action by the committee.

TAB 9 ATTACHMENT A

UEN LETTER

March 23, 2011

RE: UEN K-12 Consortium Pricing for Canvas Online Learning Management System

Dear Education Leader:

UEN has negotiated reduced pricing for public education partners in Utah and would like to gauge your interest in adopting Instructure Canvas in your District or School. The Utah System of Higher Education consortium recently selected Canvas as the Learning Management System (LMS) to replace Blackboard. By July 2012, all state-funded higher education institutions in Utah will be using Canvas to deliver and manage online course materials. The Canvas LMS can support content for classes that meet in-person and classes that are fully online.

Adopting Canvas in Utah public schools offers a number of advantages to Utah students and teachers:

- An easy to use web-based environment for delivering instruction, assignments, quizzes and other online activities for both IN PERSON and FULLY ONLINE classes
- Single site log-in for students to manage online courses including uploading assignments, online discussions, access to class materials, and a common calendar across all of their classes
- The same system would be used in both public education and higher education, making the transition to post-secondary programs in Utah easier for students
- Flexible notifications including e-mail, text messaging, social media
- Calendar that can be shared with other calendars such as Google Calendar, iCal, or Outlook
- Convenient grading tools for teachers, including grading using mobile devices
- Collaboration with a full support community of Utah higher education system administrators

Reduced Pricing for Utah K-12 Schools

UEN has negotiated reduced pricing for Canvas for Utah K-12 schools on a tiered scale. Licensing is by student headcount (only for students who use the system), and cost per student decreases as more student licenses are added. If a student has several teachers using Canvas, they would still only pay one student fee:

Student Users in Canvas (statewide)	Annual Per Student Price
75,000 - 100,000	\$8.55
100,001 - 200,000	\$8.40
200,001 - 300,000	\$8.20
300,001 +	\$8.00

With this model, UEN would require a signed MOU with each district or school confirming the number of student “seats” desired. UEN would pay the licensing annually, and bill back each institution based on the total number of licenses statewide. Schools could charge a “student fee” to cover their LMS costs, but this is a local decision. UEN has also applied for federal E-Rate reimbursement for this service which, if approved, would further reduce the price for participating schools and districts.

One-time Setup Fees and Support Options

For each school, there is a one-time initial setup cost of \$2,500, that includes group training for Canvas administrators, integration with student information system through the bulk enrollment API, single sign on (for supported schools), and light branding (one color and school logo).

Instructure includes Basic Support for K-12 schools with e-mail and phone support during business hours. Schools can choose to upgrade the level of support (Support PLUS \$5,000/year or Support PREMIUM \$10,000/year).

Next Steps

If you are interested in adopting Instructure Canvas in your school or district, please email Scott Allen (scott@uen.org) with an estimated number of seats and contact information for the person in your school or district who will coordinate with UEN. **We need to hear from you by April 30, 2011.**

If you respond by April 30 we will follow up with you directly and send a formal MOU. We will finalize the UEN consortium license in time to begin the new school year this August 2011.

Instructure demonstrations are available by contacting Heather Kane heatherk@instructure.com 801-860-5263. You can also learn more online at <http://www.instructure.com/>. Park City School District has been using Canvas this school year and Mike Kisow has also agreed to answer questions about their district's experience at mkisow@pcschoools.us .

If you have questions about the UEN pricing contact Scott Allen (scott@uen.org) 801-581-5382.

Thank you for your interest in this exciting new opportunity for Utah students and teachers.

Sincerely,



Laura Hunter
Utah Education Network

p.s. If you'd like to get updates about this service subscribe to the new UEN K12LMS mailing list at: <https://lists.uen.org/mailman/listinfo/k12lms> and follow the instructions under "Subscribing to K12LMS".

PIONEER LIBRARY CHANGES - DISCUSSION

Issue

UEN launched a new online tool for searching databases in the K-12 Pioneer Online Library (<http://pioneer.uen.org>) called Primo Central. Teachers, students and librarians can now search multiple databases from one place.

Background

UEN replaced the previous federated search tool, WebFeat, with Primo Central, a product of ExLibris. This tool indexes many databases to quickly bring back results from EBSCO, local resources (such as eMedia and the Utah Multimedia Collection Encyclopedia) as well as open resources not available to users previously.

The following table outlines the various search options, all designed to increase access to resources. Rick Cline and Katie Garrett will provide a demonstration for the subcommittee.

SELECTION	DATABASES SEARCHED
EBSCO, eMedia and UCME	Academic Search Premier MEDLINE/PubMed Business Source Premier Scholarly Research Exchange (SYREXE) BioMed Central Directory of Open Access Journals American Museum of Natural History NASA Astrophysics Data System eMedia Utah Collections Multimedia Encyclopedia
Utah Collections Multimedia Encyclopedia	Digital collections of Utah-related information and media items, specifically about the history, culture, geography, and landforms of the state.
eMedia	Licensed and open educational media for Utah teachers, students, faculty, libraries, and adult learners.
SIRS Researcher SIRS Discoverer	SIRS Researcher – General Reference for High School and College and SIRS Discoverer – General Reference for Elementary and Middle Schools

Primo Central is used in many academic libraries, and was selected because it provides recommendations of related resources, direct access to full text articles, allows the user to save their list of queries, and to create a list of articles to be exported or printed.

Recommendation

This is an information item and requires no further action by the committee.

E MEDIA PERFORMANCE DATA - DISCUSSION

Issue

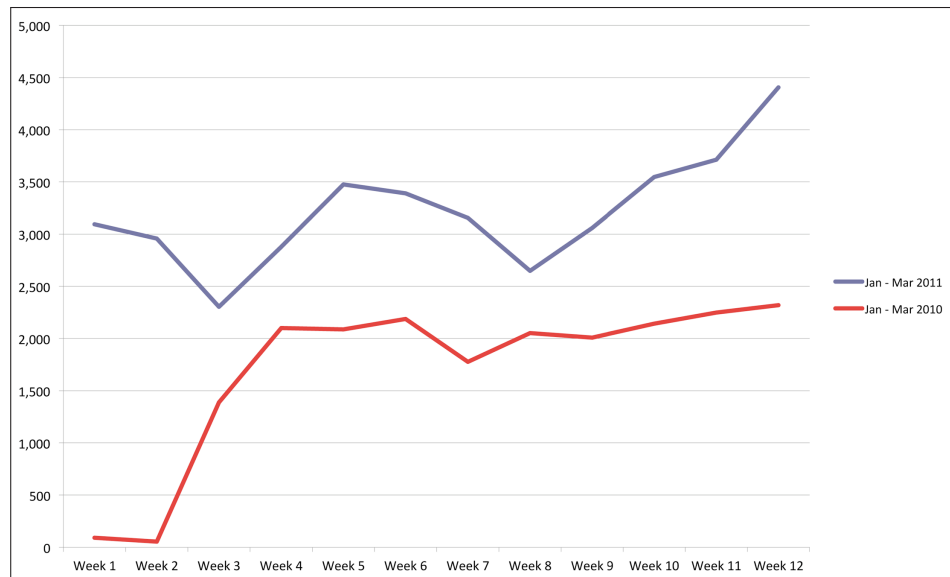
Katie Garrett and Adriane Andersen will provide a comparison of performance metrics for eMedia during the Q3 period (January-March) during 2010 and 2011. Use of the service has increased dramatically during the past year.

Background

Performance Metrics

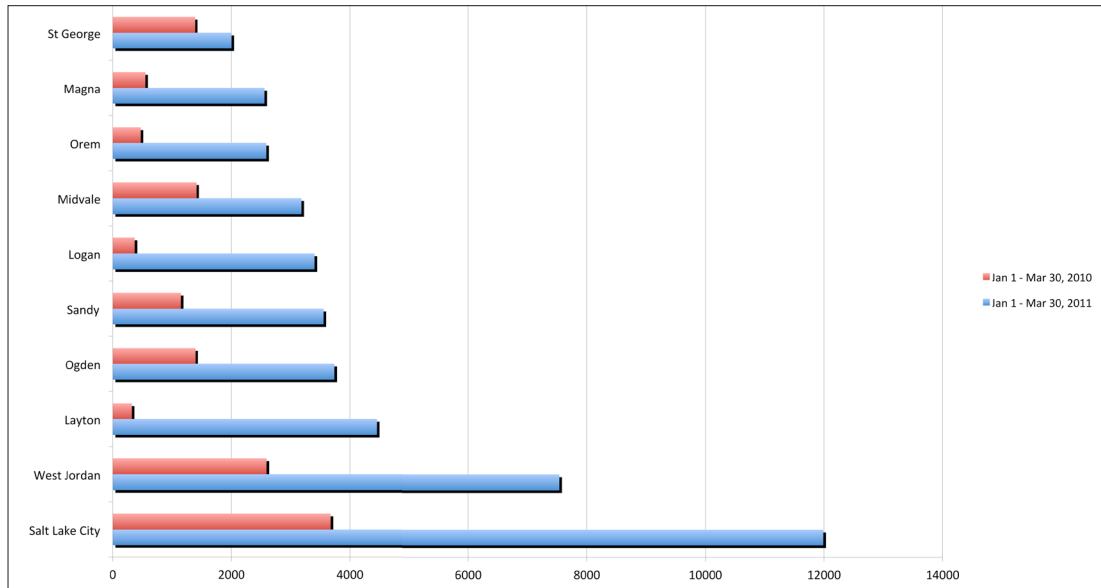
In comparing the period January to March 2010 with January to March 2011, the weekly number of visits has changed from a high of around 2,300 to nearly 4,500 in March 2011. March continues to be the month with the most growth, possibly due to the annual UCET and UELMA conferences, where UEN has a large presence.

Weekly Number of eMedia Visits



The increased visits are also distributed among various population centers statewide as evidenced by the chart on the next page listing number of visits by top ten cities.

Number of eMedia Visits by City – the Top Ten Cities in Utah



The most viewed media items are all K-12 items, many licensed by the Utah Instructional Media Consortium, with Bill Nye the Science Guy series taking 40% of the top one hundred items. The top ten most viewed items during January – March 2011 are:

Top Ten Viewed Items

1. Bill Nye the Science Guy series (40% of the top one hundred items)
2. Magic School Bus series (20% of the top one hundred items)
3. Martin's Big Words
4. Disney's Animal World
5. Emily's First 100 Days of School
6. Dr. Rock's Math Adventures
7. Space Science
8. Our Modern USA
9. 21st Century Turning Points
10. Beyond Our Borders

UEN will continue to examine and report on performance metrics as a way to improve the eMedia service and demonstrate impact.

Recommendation

This is an information item and requires no further action by the committee.

2011 UCET CONFERENCE - DISCUSSION

Issue

The Utah Education Network and the Utah Coalition for Educational Technology (UCET) joined forces at the annual UCET conference in March to build and sustain relationships with technology leaders and educators and foster technology integration in the classroom.

Background

UCET president Bonnie Muir reported on the success of conference on the organization's website:

UCET 2011 had over 1200 attendees and over 200 sessions. The UCET board and UCET vendors gave away several thousands of dollars of hardware and software in the Friday and Saturday drawings. Three lucky attendees won an iPad 2. Many of our vendors remarked that this was one of the best conferences they have attended and that they appreciated the opportunity to show our teachers some of their products.

UEN IVC (Interactive Video Conferencing), Professional Development and Public Information collaborated at the event with training sessions and vendor exhibits. UEN provided nearly 30 workshops on the following topics:

- Android phone: An R-2 unit in your Pocket
- Cascading Style Sheets with Dreamweaver Part A
- Cascading Style Sheets with Dreamweaver Part B
- Creating Video Games with Multimedia Fusion - Over The Shoulder
- Customize Your Own Educational Computer Games
- Digital Citizenship in Education
- Don't Tweet your Lunch: Making Social Media Meaningful
- Effective Teaching with Digital Media - Over The Shoulder
- Excel 2007: Fun Classroom Projects
- GoogleTools: Everything in One Place - 3 hour Workshop

- iMovie '11 - Three Fun Projects - 3 hour Workshop
- Interactive Video Field Trips
- Mashups in the Classroom
- More from my.uen
- my.uen: I Didn't Know it Could Do That! - Over The Shoulder
- Office 2010 - What's New - Over The Shoulder
- Online Mapping Tools - Over The Shoulder
- Preschool Pioneer Library: Come see what UEN has for early learners, K-2 students, teachers and families!
- Real Life Teaching Strategies to Engage Students
- Science: Web, Video and Tech Resources
- TakingITGlobal: Take Your Classroom Global
- Teaching in the Clouds: Online Multimedia Presentations
- UEN IVC Interactive Video Field Trip
- Windows Live: Don't Pull the Shades on Windows - Over The Shoulder
- Winning Ways: Writing Ed Tech Grant Proposals
- World Language Online Resources and Tools

UEN IVC provided extensive Internet streaming and recording of keynote speakers and breakout sessions at the invitation of the UCET board. The following events were captured and are currently being digested and edited:

- Opening Keynote Speaker: Kevin Honeycutt, Technology Integration Trainer
- Closing Keynote Speaker: Jaime Casap, Google Education
- Spotlight Session: Joseph Kerski, Geotechnologies
- Spotlight Session: Kevin Honeycutt, Social Learning Networks
- Spotlight Session: Lance Ford, Interactive Video Conferencing
- Spotlight Session: Jared Covili, The Paperless Classroom
- Spotlight Session: Clint Stephens, Cell Phones Are NOT Evil
- Spotlight Session: Robert Gordon, Educational Content

In addition UEN obtained educator surveys from 407 attendees who visited the UEN booth in the exhibit hall. Respondents were asked to name their favorite UEN and Non-UEN resources. eMedia and Google were the top resources. See details in the chart on the following page.

UEN SERVICES	NON-UEN SERVICES
1. eMedia.....76	1. Google 82
2. my.uen..... 59	2. Google Docs 27
3. Pioneer Library..... 50	3. YouTube 26
4. Lesson Plans..... 25	4. Facebook..... 11
5. Professional Development.... 31	5. Dropbox..... 9
6. Interactives/Games..... 18	6. TeacherTube..... 8
7. Core Curriculum 15	7. UTIPS 8
8. Faculty Lounge.....5	8. iTunes 5
9. UTIPS.....3	9. Wikipedia.....4
10. FACS3	10. Twitter 3

Recommendation

Committee members are encouraged to promote the diverse services of UEN in their local districts and institutions. No further action is required at this time.

PUBLIC EDUCATION ADVISORY COMMITTEE REPORT - DISCUSSION

Issue

The PEAC met on March 30, 2011. Rick Gaisford chaired the meeting where Cyd Grua also attended representing Higher Education. Rick and Cyd will provide a report.

Background

Members of the Public Education Advisory Committee met on March 30, 2011 at the Utah State Office of Education. In attendance were: Rick Gaisford, USOE (Chair); Kathy Webb, USOE; Cory Stokes, SEDC; Dale Bills, Nebo District; Cyd Grua, Utah Office of Higher Education; and Randy Johnson, SEDC Director (guest).

Committee members discussed the following:

- Legislative Update
- Canvas K-12 Licensing
- FY12 Budget
- Teacher / Administrator Standards
- Professional Development
- eMedia
- Common Core
- Teachers Channel
- Thinkfinity Partnership
- New Veteran's Oral History Lectures

The next meeting of the PEAC is scheduled for May 25, 2011. Members of the IS Subcommittee are welcome to attend and kindly send agenda items in advance to either Rick Gaisford or Laura Hunter.

Recommendation

This is an information item and requires no further action by the committee.

**NTIA BTOP ROUND ONE PROJECT
UPDATE - DISCUSSION****Issue**

This report provides an update on the Utah Education Network's National Telecommunications Information Administration (NTIA) Broadband Technology Opportunity Program (BTOP) infrastructure grant project awarded to UEN in February 2010. This award involves extending broadband services to 130 community anchor locations to include elementary schools, charter schools, libraries, and head start locations.

Background

UEN has now entered the project implementation phase of its NTIA BTOP Round One infrastructure project. A Finding of No Significant Impact (FONSI) was received in December 2010 for the Environmental Assessment. Required security interests were successfully established with each subrecipient in January.

UEN is now expending grant funds for hardware; telecom providers have installed and turned up network connections at six community anchor institutions, and site surveys are being completed at many other locations. By the end of June, 34 more locations are scheduled to be installed and turned up.

During the lengthy period required to complete UEN's Environmental Assessment and to obtain the necessary security interests, UEN experienced a 15% reduction (20 out of 130 sites) in participating community anchor institutions (CAIs). These locations are primarily charter schools and public libraries, and due to time constraints or cost will not participate in the project. UEN has identified up to 70 potential replacement CAIs, and several qualify as unserved or underserved. Most of these sites were included in UEN's NTIA BTOP Round Two application, which was not funded. UEN staff met last week with Doug Kinkoph, our Federal Program Officer (FPO) to discuss the possibility of including replacement sites in the current project and received approval to submit a proposal to the NTIA for CAIs that require no environmental assessment or ground disturbance. Included in this discussion was the addition of 128 middle miles of backbone infrastructure that would connect the University of Utah Data Center and Utah State University with optical ring infrastructure in addition to key education and government anchor locations.

UEN is currently preparing the site replacement proposal which it intends to submit to the NTIA within the next 30 days.

To meet American Recovery and Reinvestment Act and NTIA requirements, Karen Krier, Brent Burgoyne and Michelle Dumas from UEN Instructional Services developed an impressive project web page that includes a state map with each of the CAIs. James Brown, the Project Manager for this project will utilize the page to provide regular project and CAI specific updates.

Steering Committee members are encouraged to examine the information that is on the website: <http://www.uen.org/btop>

Recommendation

This is an information item and requires no further action by the committee.

USOE UTIPS PROJECT UPDATE - DISCUSSION

Issue

Update on development of new UTIPS software in partnership with USOE.

Background

UTIPS is a formative assessment tool, which is widely used in Utah K-12 classrooms. Teachers use UTIPS to measure students' mastery of state standards throughout the year, and tailor instruction to meet the students' individual needs. More than 4,250,000 formative assessments are administered through UTIPS each year.

In 2009 USOE and the UTIPS User's Group decided that the UTIPS software needed to be rewritten to better support changing education and technology needs. UEN Technical Services partnered with USOE to provide the software development services for the new UTIPS, while USOE continues to be the "face" of UTIPS, providing vision, user community engagement, training and customer support.

"new" UTIPS Project Timeline

- Jan, 2010: Stabilize current version of UTIPS
- Feb: Design and planning of new UTIPS
- Apr: Begin development
- Aug: Completed prototype with core functionality: create a test, take a test
- Sep: Usability "think-alouds" conducted with teachers, 100% were able to create a test and take a test without any training or direction
- Dec: Alpha launched for internal USOE testing
- Jan, 2011: Data mentors begin testing UTIPS alpha
- Feb: Data mentors test UTIPS alpha with selected teachers and classes
- Mar: 100 teachers use UTIPS to align USOE item pool to new Common Core

"new" UTIPS (name TBD) is planned to roll out Fall 2011.

"new" UTIPS incorporates the best of current Web design practices to create a "desktop-like" experience with all the benefits of Web-based software. A lot of development time has been spent on understanding and improving the user experience. The software is designed to easily integrate with other systems, and to accommodate many different capabilities and uses in the future.

The development team includes: Pete Kruckenberg (UEN), Jeff Willden (Chi Tester senior developer on loan from WSU), Doug Wilson (contractor) and Nate Ober (USOE). The project is funded by USOE and UEN.

Recommendation

This is an information item and requires no further action by the committee.