

Utah Education Network Steering Committee

December 19, 2008

**UTAH EDUCATION NETWORK
STEERING COMMITTEE**

A G E N D A

DECEMBER 19, 2008

9:00 a.m.-
11:00 a.m. **Committee of the Whole / Business Meeting**

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

- Steering Committee Meeting - February 20, 2009, 9:00 a.m.
- Instructional Services Subcommittee Meeting - February 20, 2009, 11:00 a.m.
- Technical Services Subcommittee Meeting - February 20, 2009, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

EBC CLOTHING AND FOOD DRIVE WELCOMES STEERING COMMITTEE DONATIONS

Help families in need this holiday season during the annual UEN, KUER and KUED Winter Food and Clothing Drive. Bring your donations of turkeys, hams and non-perishable food items, winter clothing, coats and blankets to the Dolores Doré Eccles Broadcast Center at 101 South Wasatch Drive, on Friday December 19, between 7:30 am and 6pm. The Crossroads Urban Center will distribute the donations to those in need.

FY 2010 BUDGET STATUS - DISCUSSION

Issue

This report provides a summary of the Governor's budget recommendation for UEN for FY 2009 and FY 2010. It also describes the request for a one-time reduction of 7.5% in FY 2009 and a 15% ongoing based budget cut for FY 2010 coming at the direction of Legislative majority leadership through the Legislative Fiscal Analysts' Office.

Background

Revised revenue forecasts for the General Fund and Education Fund for FY 2009 are \$620 million less than authorized during the 2008 Legislative Session. Revenue estimates for the FY 2010 budget are \$720.6 million less than the FY 2009 authorized amount.

Governor Huntsman released his budget recommendations for FY 2010 on December 4th. His recommendations require cuts by state agencies, including UEN. But he proposes a balanced approach in managing through the current economic climate.

During the past four years Utah's finances have been placed in a very strong position. Large investments have increased the State's Rainy Day Fund to a record 7.4 percent of the State's appropriated budget. The combined balance of the Rainy Day Fund and the Education Budget Reserve Fund is \$269.9 million. These funds can only be used to cover operating deficits, retroactive tax funds, and settlement agreements approved by the Legislature. Additionally, several hundred million dollars were invested on many one-time capital projects. This acts as a revolving savings account, which becomes available during economic deterioration. To ensure structural balance in the State's FY 2010 budget, Governor Huntsman recommends utilizing these two resources, in addition to agency operating reductions of four to seven percent with use of the Rainy Day Fund to backfill some of the most critical areas. This approach helps each agency manage its budget reduction in the most efficient and effective manner possible.

The Governor's budget recommendations for UEN would require a further cut in our current year budget of \$80,000. In FY 2010, the net effect of further base cuts and replacing those funds on a one-time basis would be an additional cut of \$710,500.

The Legislative Fiscal Analyst Office, under the direction of Republican legislative leadership, has requested that UEN formulate a plan to implement a 7.5% one-time reduction in funding (approximately \$1.5 million) for FY 2009. This is in addition to the \$900,000 already cut from the budget by the Legislature in the 2008 Special Session. Because all one-time appropriations of \$1.3 million for FY 2009 have been

spent, we must make a one-time base reduction from ongoing funds appropriated in FY 2009 to accomplish this request.

For FY 2010, the Fiscal Analyst is asking that UEN cut our budget by an additional \$3.0 million, or 15% from the FY 2009 adjusted base budget. A reduction of this magnitude would have a devastating impact on our ability to provide continued capacity, reliability and security over the network infrastructure. A preliminary assessment of this cutback in funding would require reducing budgets in the following areas: personnel expenses equal to 14%, leased circuits charges 10%, professional development 52%, supplies and other expenses 26% and equipment purchases 23%.

The requested cutback may potentially be reflected in the official FY 2010 base budget adopted by the Legislature during the first week of the 2009 General Legislative session. Modification to the budget, hopefully, will come during the closing days of the session to help mitigate the deep cuts in our base funding.

The Governor's recommended budget cuts and the preliminary budget adjustments proposed by the Legislature are summarized in the following table:

Proposed Adjustments to UEN Base Budget		Summary Table		
	FY2009	FY2010	FY2011	
BASE BUDGET CUTS				
2008 Special Session	(\$900,000)	(\$900,000)	(\$900,000)	
GOVERNOR'S RECOMMENDATION				
Supplemental Adjustment				
1.5% Base Cut (One-time)	(\$304,500)			
7% Base Cut (Ongoing)		(\$1,421,200)	(\$1,421,200)	
Budget Reduction Offset (One-time)	\$224,500	\$710,700	\$0	
TOTAL BUDGET ADJUSTMENT	(\$980,000)	(\$1,610,500)	(\$2,321,200)	
Health Insurance Rate Increase and Other Adjustments		\$87,700	\$87,700	
PRELIMINARY LEGISLATIVE PROPOSAL				
Base Budget Cuts				
2008 Special Session	(\$900,000)	(\$900,000)	(\$900,000)	
7.5% Base Cut (One-time)	(\$1,500,000)			
15% Base Cut (Ongoing)		(\$3,000,000)	(\$3,000,000)	
TOTAL BUDGET ADJUSTMENT	(\$2,400,000)	(\$3,900,000)	(\$3,900,000)	

Recommendation

This is an informational item and requires no further committee action.

E-RATE REPORT - DISCUSSION**Issue**

This report provides a status report on progress being made to obtain approval of UEN E-Rate funding applications by the School and Library Division of USAC.

Background

- The fiscal year 2010 (July 1, 2009 through June 30, 2010) filing window opened on December 2, 2008 and will close on Thursday February 12, 2009.
- Approval for fiscal year 2009 (July 1, 2008 through June 30, 2009) E-Rate applications is currently underway. To date, UEN has been funded approximately \$13.9 million, with three applications still under review. All new and ongoing Ethernet projects have been funded.
- For the past two years, UEN has worked with USOE and USAC to obtain recognition of Utah Head Start programs as eligible entities/sites for E-Rate. In FY 2010, all Head Starts will be recognized by USAC and eligible for 90% discounts, since all Head Start students are eligible for the National School Lunch Program. UEN should benefit greatly by coordinating closely, as we are, with the Head Start programs. Based upon our experience so far, we expect to see an increase in the statewide E-Rate discount from 63% to 68%.
- Last year, UEN also coordinated the reinstatement of E-Rate eligibility for ATC's in Utah. This was accomplished by a closely coordinated effort between USOE, UEN, and USAC attorneys. The ATC's are now mustering their forces to obtain as much E-Rate funding for their eligible services as possible during the current filing window (Fiscal Yr 2010).
- UEN has held multiple training workshops this fall to aid applicants in preparation for their E-Rate applications during the filing window.
- UEN posted 470's – the required first step in the procurement process – for Statewide, Regional, School and Library applicants. These 470's enabled some School District, Charter, and Library applicants to meet E-Rate guidelines when their individual Forms are either missing or found to be unsuitable in some way.
- In December 2007, UEN coordinated a Form 470 filing with Utah State Division of Purchasing RFP process for telecommunications services, qualifying the resulting State Master Contract for use by all public entities in their E-Rate filings for the first time.

- UEN annually completes a Master E-Rate Entity Worksheet that includes all schools throughout the State of Utah and many libraries. All data necessary for E-Rate applications is included in this Master Sheet; Free and Reduced Lunch statistics, NCES Codes, Entity Numbers, E-Rate discount calculations, etc... This data is available for download from the UEN Web site once finalized.
- Attached is a UEN/E-Rate overview, organized by Congressional District.

Recommendation

This is an informational item and requires no further committee action.

TAB 23 ATTACHMENT A

UEN/E-RATE OVERVIEW

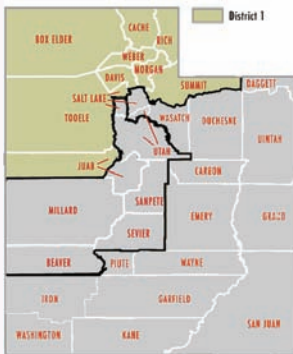
ORGANIZED BY CONGRESSIONAL DISTRICT

Utah Education Network

UEN and E-Rate

First District

In 2008, per student E-rate funding for schools in the First Congressional District was \$26.36 per student.



Ogden School District has the highest poverty discount rate in an urban district; Piute and San Juan School Districts have the highest poverty discount rate in a rural district.

Utah businesses have benefited from E-rate, including Beehive Tel, All West Comm, Central Utah Tel and Qwest

District	Enrollment Fiscal Yr 2009	Funding (In thousands) 7/01/07 - 6/30/08	FY 2009 Discount %	Program Total (In thousands) 7/01/98 - 6/30/08
Box Elder	10,897	\$112	65	\$1,061
Cache	14,447	\$37	61	\$451
Davis	66,691	\$1,117	48	\$10,010
Logan	5,969	\$15	63	\$257
Morgan	2,317	\$8.5	50	\$71
N. Summit	920	\$13.3	57	\$121
Ogden	12,604	\$363	82	\$3,175
Park City	4,303	\$11.5	53	\$116
Rich	463	\$13.2	72	\$116
Salt Lake*	8,768	\$85.1	72	\$1,493
S. Summit	1,455	\$17	50	\$92
Tintic	207	\$9.4	80	\$107
Tooele	13,509	\$0	66	\$366
Weber	28,578	\$72.5	52	\$991
UEN	3,148*	\$2,636	63	\$18,014
First Dist. Total	171,128	\$4,511		\$36,441

In a typical week, more than 550 scheduled interactive video events are hosted through UEN facilities.

Through E-rate, Utah's Education Network now provides Ethernet connections up to 1000 Mbs to the majority of Utah's public schools.

The State of Utah has received over \$100 million through E-rate.

* Salt Lake divided evenly among the three districts.

www.uen.org

* Combined Charter, Private, and YIC enrollment.

Second District

E-rate enables districts to offer concurrent enrollment and AP classes from Daggett County to Washington County.

E-rate dollars support the transport of data to provide professional development opportunities that improves the quality of K-12 instruction and assures effective implementation of technology in teaching.

In 2008, per student E-rate funding for schools in the Second Congressional District was \$15.59 per student.

* Salt Lake divided evenly among the three districts.

www.uen.org

District	Enrollment Fiscal Yr 2009	Funding* (In thousands) 7/01/07- 6/30/08	FY 2009 Discount %	Program Total (In thousands) 7/01/98 - 6/30/08
Alpine	62,364	\$131	47	\$1,694
Carbon	3,652	\$80.5	68	\$781
Daggett	155	\$12.1	60	\$55
Duchesne	4,454	\$82.7	72	\$1,482
Emery	2,311	\$32.9	71	\$331
Garfield	953	\$35.1	73	\$334
Grand	1,487	\$26	75	\$204
Granite	68,942	\$709	63	\$5,799
Iron	8,567	\$56.6	67	\$330
Jordan	75,211	\$214	45	\$2,264
Kane	1,192	\$17.9	68	\$97
Murray	6,530	\$13.4	50	\$132
Piute	321	\$4.6	85	\$162
San Juan	2,994	\$56.4	85	\$2,235
Salt Lake*	8,768	\$85.1	72	\$1,493
Uintah	5,936	\$88.4	62	\$1,020
Wasatch	4,859	\$15.7	59	\$91
Washington	24,615	\$118	61	\$1,046
Wayne	500	\$10.4	78	\$187
UEN	3,148*	\$2,636	63	\$18,014
Second Dist. Total	283,811	\$ 4,426		\$37,751

* Combined Charter, Private, and YIC enrollment.



San Juan School District will offer over 200 distance education classes per week in 2008.

The following Utah businesses have benefited from participating in the E-rate Program: Beehive Tel, All West Comm, S. Central Utah Tel, UBTA Comm, Citizens Comm, Emery Tel, Qwest .

- UEN provides Internet access for all public and higher education institutions, public libraries, and state agencies. UEN utilizes leased public telecommunications services to provide this connection. UEN also provides software, content, professional development and training for teachers and students.
- UEN has three core responsibilities: providing Utah’s wide-area network for education, managing distance learning delivery, and providing statewide Web resources.
- The Network provides the connective links over which mission-critical communications and services pass, and it must be reliable, secure, and capable of growth to meet increasing demand.
- UEN’s interactive video infrastructure has completed migration to an entirely IP based distance learning network, connecting public school students to award winning real-time and online teaching resources.

E-Rate Funding		
<u>Fiscal Year</u>	<u>UEN Total</u>	<u>State Total</u>
2009	\$13.9 M*	\$21.9 M*
2008	\$7.9 M	\$12.4 M
2007	\$8.6 M	\$12.7 M
2006	\$6.9 M	\$12.6 M
2005	\$4.7 M	\$8.7 M
2004	\$3.8 M	\$8.3 M

***Commitments as of 12/5/2008.
All other values based upon actual reimbursements.**

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- UEN has completed the migration of the old analog and MPEG based video delivery to an all IP based video conferencing solution. The improvements in IP based video conferencing have now made it possible for every school in the state to have access to video conferencing for distance learning. This is especially important to students in rural and low income communities.
- In a typical week, more than 550 interactive video events are scheduled and hosted through UEN facilities, that's more than 5,000 events annually.



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- UEN's nationally recognized Web site (www.uen.org) offers K-12 teachers in-depth teaching resources. Last year, more than 14 million users accessed information from UEN's Web site. The most highly used resource was Pioneer, Utah's Online Library.
- UEN's E-rate staff assist school districts, charter schools, libraries, ATC's, and Head Start Grantees with their application processes. UEN provides applicants with information and training to assist them with the process of completing forms, and adhering to the rules of the program.
- State appropriations have been leveraged on average with federal E-rate reimbursements at a two to one ratio.

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UEN STEERING COMMITTEE MEETING SCHEDULE FOR 2009 - ACTION

Issue

UEN Steering Committee meeting dates for 2009 are proposed.

Background

The following dates are proposed for the 2009 UEN Steering Committee meetings. In most cases, the meetings are scheduled for the third Friday of every other month. The dates avoid conflicts with the schedules of the Board of Education, Board of Regents, the Utah School Superintendents Association, and UEA convention. To avoid potential conflicts, the June and October meetings were moved to the fourth Friday of the month.

It is proposed that on the meeting dates, the Committee of the Whole will begin at 9 a.m., and that meetings of the Instructional Services and Technical Services subcommittees will follow at approximately 10:30 a.m. It is anticipated that all meetings will be completed by noon.

All meetings will be held at the Dolores Doré Eccles Broadcast Center, on the University of Utah campus. Members may also participate from Interactive Videoconferencing rooms throughout the state by making prior arrangements with the UEN Video Operations Center.

Proposed 2009 Steering Committee Meeting Schedule

February 20

April 17

June 26

August 21

October 23

December 18

Recommendation

It is recommended that the proposed UEN Steering Committee meeting schedule be approved.

RESIGNATION OF COMMITTEE MEMBERS - DISCUSSION

Issue

Two vacancies on the Steering Committee are currently unfilled.

Background

Jason Stanger has resigned from the Steering Committee because he has accepted the position of Executive Director and Principal at InTech Collegiate High School in Logan. The State Charter School Board will recommend a replacement for him, but has not yet done so.

Carlene Walker served as the Utah State Senate representative to the Steering Committee. Since Senator Walker was not re-elected, the President of the Senate will nominate a new Senator to replace her, but has not done so yet.

We express our thanks to both Senator Walker and Mr. Stanger for their diligent service as members of the Steering Committee. Their efforts to support UEN are sincerely appreciated.

Recommendation

This is an informational item and requires no further committee action.

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

October 10, 2008 – 9:00 a.m.

Members Present: Kenning Arlitsch, Clark Baron, Steve Corbató, Jon Crawford, Stephen Fletcher, Rick Gaisford, Brenda Hales, Stephen Hess, M. K. Jeppesen, Christine Kearl, Gary Koeven, Pat Lambrose, Juan T. Lee for Donna Jones Morris, Eric Mantz, Luke Hernandez for Gail Niklason, Mike Petersen, Kirk Sitterud, Glen Taylor, Robert Wagner for Ronda Menlove, Ray Walker and Gary Wixom.

Others Present: Scott Allen, Bill Bingham, Charice Black, Jeff Egly, Luke Fernandez, Rich Finlinson, Claire Gardner, Boyd Garriott, Jenn Gibbs, Cyd Grua, Eric Hawley, James Hodges, Laura Hunter, Troy Jessup, Doug Jones, Karen Krier, Bill Kucera, Lisa Kuhn, Don Mahaffey, Steve Mecham, George Miller, Dan Patterson, Bryan Peterson, Kevin Quire, Joni Robertson, Dennis Sampson, Nate Southerland, Jim Stewart, Cory Stokes, Gary Tingey and Louie Valles.

Welcome and Introductions

Gary Wixom welcomed everyone to the Steering Committee meeting. There will be no subcommittee meetings this month.

Committee of the Whole

Tab 13 –FY 2009 Budget Reductions

Mike Petersen reported that the Utah State Legislature had reduced the FY 2009 UEN budget by \$900,000 last week. The impact of that was a 4% reduction in our state appropriations budget of \$22.48 million. Mike explained the areas or departments where the reductions would be made. There are currently three vacant unfilled staff positions which will be eliminated. Non-essential travel and professional development funds will be eliminated and current expenses will be reduced. The scope of the network improvements planned for the 105 elementary and charter schools must be scaled down to approximately 35 schools. In order to complete a scaled back version of the elementary and charter schools project, the schools could be asked to pick up more of the costs associated with providing the network services. For a detailed breakdown on these budget cuts, please refer to Tab 13. **A motion was made and seconded to**

approve the proposed reductions in the FY 2009 Budget Reductions. THIS MOTION CARRIED.

Tab 14 – Revised 2010 Budget Request

Mike Petersen shared with the Steering Committee that the FY2010 UEN budget request previously submitted in August has been revised due to the actions of the Legislature during their Special Session. We wish to revise our UEN's FY 2010 budget request to ask for restoration of the \$900,000 we just had cut. We suggest that we ask for this restoration with two priorities.

UEN's first priority is that \$500,000 be restored for the Elementary and Charter School upgrade project. It is also important to mention that the federal government pays two-thirds of the cost of these contracts. UEN's second priority is that \$400,000 be restored in the FY 2010 budget. This would allow UEN to have funding for technical staff for operating, maintaining, and security support of the UEN network. These funds will also restore cuts in travel and professional development at UEN. For a more thorough description on how these funds would be used please refer to Tab 14. **A motion was made and seconded to approve the FY 2010 Budget Request. THIS MOTION CARRIED.**

Tab 15 – Vista Course Management Service Update

Scott Allen shared with the Committee that the Blackboard Vista licenses for all state higher education institutions will expire in 2009. UEN has facilitated discussions about alternative course management systems. There are several institutions that are continuing to explore alternatives to Blackboard Vista. In general, Utah higher education institutions desire to continue with Blackboard for at least one more year, but some also favor a 2-3 year license extension. There is also some concern regarding the various expiration dates on the different licenses and it would be nice to have the same expiration dates on all of them. **A motion was made and seconded to have UEN begin discussions with Blackboard to consolidate the different license expiration dates and to extend the licenses 2-3 years, and to create a Strategic Planning Committee to support the negotiations with Blackboard. THIS MOTION CARRIED.**

Tab 16 – Utah Instructional Media Web Site

Karen Krier reported to the Committee that the new Utah Instructional Media Web site is up and running. This Web site was created to replace the yearly Multimedia Guide – a catalog of video resources that Utah educators received each fall. The nice glossy printed catalog was getting rather expensive to produce. Now educators can go online to www.utahitv.org and locate all of the instructional video resources that are available on UEN-TV, KUED-7 and in eMedia.

Tab 17 – Wimba for K12 via my.uen

Cory Stokes updated the Committee on this project. It is officially up and running. UEN has been working with the K12 community to make Wimba virtual classrooms available through the my.uen portal. The Wimba collaboration suite provides several tools enabling web interaction with two-way video, audio and presentation sharing. UEN pursued licensing for the Wimba collaboration suite adding K12 to the licensing. Cory gave a demonstration of how easy it is to set up a Wimba classroom.

For a complete detailed list of the integration features for my.uen/Wimba, please see Tab 17.

Tab 18 – UEN-TV Audience Profile in the Media Audit Summary

Laura Hunter along with Jenn Gibbs reported that UEN has analyzed the findings published in The Media Audit: Salt Lake City, UT April-May 2008. They shared that UEN-TV's representative viewer is a white, English-speaking, unemployed 54 year old woman. She is married and has some college education and a modest household income. She takes care of her lawn/garden in East Salt Lake and has at least one child living at home. She votes Republican, watches sports on TV, uses the Internet and watches TV less than 180 minutes a day.

To help ensure that UEN-TV's programming addresses the interests and needs of its viewer base, we intend to prioritize the following: Senior outreach presentations, second career or continuous learning opportunities, employment and volunteerism, and generational targets (programs that appeal to the 54 age group).

Tab 19 – ITV Facilitation Fee

Claire Gardner reported to the Committee on the investigation phase to upgrade and update our accounting/billing software package and rate structure for the IVC system. The Steering Committee has discussed an upward adjustment of the fees charged for facilitation and recommended that there be further information provided on rate increases and their ramifications. In light of fiscal reductions, it was also determined that these increases occur over a period of three years-beginning July 1, 2009.

It was agreed that discussions would continue regarding the proposed increases. For details on the Facilitator Fee Meeting, please refer to Tab 19, Attachment A.

Tab 20 – Steering Committee Meeting Minutes

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

The next Steering Committee meeting will be held on December 19, 2008, at 9:00 a.m. at the Dolores Dorè Eccles Broadcast Center.

COMMITTEE OF THE WHOLE

T A B **27**
OTHER

VISTA COURSE MANAGEMENT SERVICE BACKUP/RECOVERY - DISCUSSION

Issue

To better support the Vista Course Management Service, UEN has extended the capability of Disaster Recovery and Section Backup/Recovery.

Background

Disaster Recovery

Disaster Recovery equipment supporting the Vista Course Management Service now resides in the Richfield Data Center. The equipment consists of an Oracle standby database that is actively synchronized to the production database. In the event of a serious failure of the production database server in the Dolores Doré Eccles Broadcast Center (EBC) the standby database would take up the production role. The standby would also serve as an off-site recovery point for the UEN's Vista CMS instance in the event of a real disaster at EBC.

There is also a third mirror node for the UEN Storage Area Network (SAN). This SAN node allows for any SAN volume to be mirrored at the Richfield Data Center. This third node serves disk storage to the standby database server and potentially to any other server placed in the remote data center. This gives UEN the ability to expand our capability in this remote location, even to the point of hosting production services from Richfield at a future time.

Course/Section Backup and Recovery

UEN has completed work on a second standby database that employs the Oracle Flashback feature allowing for course/section recovery. Institutions hosted by UEN can now recover a section through Blackboard's remote DB link feature without intervention by any UEN staff. The second standby database trails production by 24 hours and institution administrators can recovery any course and its data in the event of accidental deletion or user error. In the event that the issue is not detected within the 24 hour lag time, with assistance from UEN staff the standby database can be 'Flashed back' to any point within the last 7 days, thus allowing for recovery of a course and its state from any time within that 7 day window. Testing of this feature was completed during early fall semester and was released to the hosted institutions in October.

The second standby database has allowed UEN to run reports without impacting the production server. A custom report interface is being developed that will allow institutions to gain valuable information about usage of the system by their students and faculty. More information on this will be presented at a later time.

University of Utah Vista Migration Update

The University of Utah went live in August with all fall semester courses on UEN's Vista instance. The migration was completed smoothly, much to the relief of UEN and University of Utah staff.

Summary

Reliability for the Vista Course Management Service has been increased because of these technical improvements. Each of these improvements represent many hours of work by UEN staff and many additional maintenance windows outside of normal working hours. UEN Technical staff greatly appreciate the assistance of the staff at each hosted institution, particularly USU staff who supported much of the testing.

Recommendation

This is an informational item and requires no further committee action.

THE UTAH STATE DIVISION OF TECHNOLOGY SERVICES AND UEN - DISCUSSION

Issue

The Utah State Division of Technology Services (DTS) and UEN have agreed to work cooperatively to meet the interactive video conferencing (IVC) needs of state agencies.

Background

To quickly and efficiently replace obsolete video conferencing infrastructure and legacy end site hardware within DTS's network, and to respond to the increased demand for video conferencing by their stakeholders, DTS and UEN have agreed to work together to provide an end-to-end video conferencing solution that leverages the network and video resources from both agencies.

In late August, Mike Petersen met with Stephen Fletcher, State CIO (and UEN Steering Committee member) and Ken Petersen COO for DTS, to discuss a cooperative solution to meet the video conferencing needs of DTS stakeholders. It was agreed that UEN would provide DTS with operational support and resources including UEN backbone bandwidth for video, video bridging resources, and video operations, logistics and network support. It was agreed that UEN would not charge DTS, but that as state utilization increases DTS will provide the funding necessary to cover additional infrastructure and support costs.

The first step in the process is to develop a Memorandum of Understanding (MOU) between DTS and UEN that articulates this arrangement and defines the network and video resources and support provided by each agency.

Once the MOU has been signed DTS and UEN will focus on implementing a pilot project utilizing some of DTS's existing video sites with UEN providing the scheduling, bridging and video support. In advance of the pilot DTS and UEN network engineers will design and implement a network solution that provides a reliable means for supporting high quality video between the two networks.

Other areas of focus will include designing and implementing a network topology on the Capitol complex and the Cal Rampton complex to support IP based H.323 video.

In the long term DTS and UEN will work together to determine the most cost effective means for DTS stakeholders to tie into UEN for their video to include connecting to one of UEN's local Points of Presence (POPs) around the state. The result will be a

mix of network solutions that best utilize DTS and UEN resources to meet the video bandwidth requirements for this service.

Recommendation

This is an informational item and requires no further committee action.

ELEMENTARY AND CHARTER SCHOOL NETWORK IMPROVEMENT PROJECTS - DISCUSSION

Issue

Although most of the funding has been cut, UEN has developed an alternative strategy to proceed with network improvements at elementary and charter schools.

Background

At the end of September after the emergency session of the Utah State Legislature, UEN's on-going current fiscal year appropriation for the elementary and charter school network improvement project was reduced from \$700,000 to \$200,000. This loss of funding had wide-ranging impacts as UEN was planning to move forward with funding the 105 elementary schools in 18 school districts and 22 secondary charter school Ethernet projects this year. Districts and charter schools continue to experience major problems running IT operations (including on-line testing, voice-over-IP systems, etc.) and Internet services on existing T-1 lines.

To preserve the project, UEN developed a plan to request that school districts and charter schools share the on-going costs of implementing network projects. We proposed that UEN would fund the one-time costs associated with construction and outside plant work required to install fiber to elementary and charter school locations, including any one-time aggregation costs, and pay one-third of monthly recurring charges for circuits after installation. School Districts and Charter Schools were still requested to pay for the one-time charges (after E-Rate) associated with installation of entrance conduit into the school building and two-thirds of monthly recurring costs of circuits after implementation. In October and November, UEN Technical Advocates met with Superintendents, district technology directors, charter school principals and technology managers, to present the proposals to each of the districts and charter schools affected by the reduction in UEN funding.

In making this proposal, UEN has committed that our top legislative funding priority when state economic conditions improve will be to restore funding for the monthly recurring charges that districts and charter schools will be paying for these network improvements. The following vendors and school districts are included in this project:

<u>Vendor</u>	<u>School Districts</u>
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), Charter School (1)
South Central	Iron, Piute, Sevier, and Wayne Schools
Qwest Communications	Granite, Jordan & Canyons, Tooele, and Washington Park City School District (all sites), 19 Charter Schools

School districts and charter schools agreed 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).

District and Charter Participation: Year 1

As of mid-December, 15 out of the 18 school districts have agreed to move forward with the Ethernet projects. All but one charter school has also committed to work with UEN on this project. We are uncertain of the project status with the new Canyons School District. After meeting with UEN staff, Granite School District agreed to move forward with implementing all their elementary schools without any on-going financial assistance from UEN.

Unfunded Elementary Schools: Year 2

61 elementary schools in Canyons, Jordan, Ogden, Washington, and Tooele Districts have no on-going financial assistance from UEN as of this date. If districts can fund these projects, they will need to pay 100% of the monthly recurring charges after E-Rate. MOUs have been written such that districts can elect to move forward with these projects at their option after written authorization.

Remaining Districts and Charter Schools

UEN is working with Box Elder School District and a limited number of charter schools this year in this year's RFP. If Districts and charter schools choose to move forward with projects, they must fund 100% of the one-time and on-going costs. UEN has issued a Best and Final Offer on December 9 for Box Elder School District (which includes the Salt Lake County Libraries.) Alpine School District still has a large number of schools (30+) running on T-1s and was not able to fund any additional projects in this year's RFP.

Replacement Funding for Districts with Ethernet Connections

UEN intends in the last stage of this project to request replacement state funding for districts that have already undertaken their own projects and have existing broadband Ethernet connections in place. It is unknown when this might be possible.

Recommendation

This is an informational item and requires no further committee action.

TEACHERS TV - DISCUSSION

Issue

UEN has been invited to participate in a new national service called Teachers TV. The project is still very preliminary, but committee members are asked to visit the Web site, learn more, and provide input to UEN. Laura Hunter will share information about this new service during the Instructional Services Subcommittee meeting.

www.teachers.tv

Background

As a strong educational TV station, UEN was invited to participate in a planning meeting with WNET/Thirteen regarding bringing a new teacher professional development service to the US. Teachers TV originated in the UK. The project is on television and duplicated 100% online. It offers highly produced professional development videos for educators and the education community. Most of the programs are in 15 minute segments. The UK has invested \$100 million for the past 5 years and has committed the same amount for the next 5 years.

Thirteen/WNET is the exclusive distributor for the US market and will work to secure funding and create Public TV partnerships. Several ideas are under exploration by UEN, including multicasting the channel, participating as a production partner, sharing web-hosting responsibilities as a mirror site, and other options.

A national announcement is scheduled for March 2009, and then the “switch” will be turned in March 2010.

Recommendation

This is an informational item and requires no further committee action.

DIGITAL MEDIA SERVICE UPDATE - DISCUSSION

Issue

Use of the digital media service continues to rise. Cory Stokes will share a report with data captured at the end of November 2008.

Background

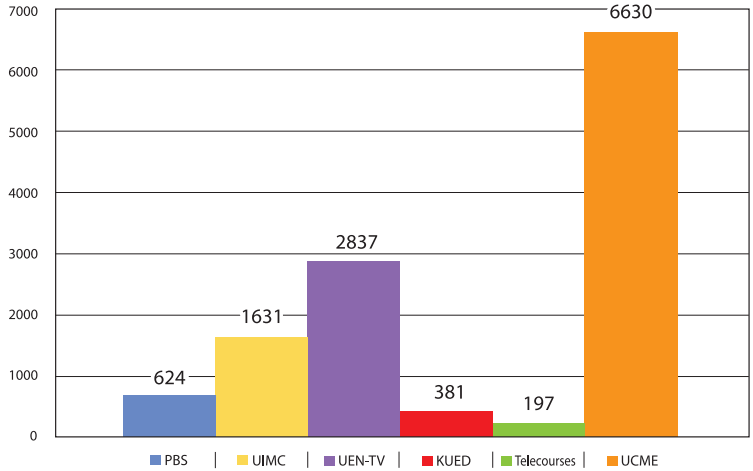
UEN offers downloadable digital video and other media items to Utah educators, students, and citizen learners via three branded services:

- eMedia – Videos and other media from the Utah Instructional Media Consortium, local documentaries and current affairs programs from KUED-7, national PBS programs, and additional media from UEN and other trusted education partners. Accessed via K-12 Pioneer Library.
- CollegeMedia – Videos and other media include college telecourses, local documentaries and current affairs programs from KUED-7, national PBS programs, and additional media from UEN and other trusted education partners. Faculty and students can request to have login information automatically sent to their institution email account by going to *www.uen.org/dms*
- MediaHub – Media items available to the general public including KUED current affairs programs and public events such as recordings from the Veterans Oral History lectures at the Salt Lake City Library. This service does not require a login or password.
- Specialized interfaces – Several collections are also presented in a special interface, such as Preschool Pioneer, NetSafe Utah, and WaterWise Utah.

Media Item Counts by Service:

- eMedia (K-12) – 12,621 items
- CollegeMedia (Higher ed) – 9,434 items
- MediaHub (General public) – 6,956 items

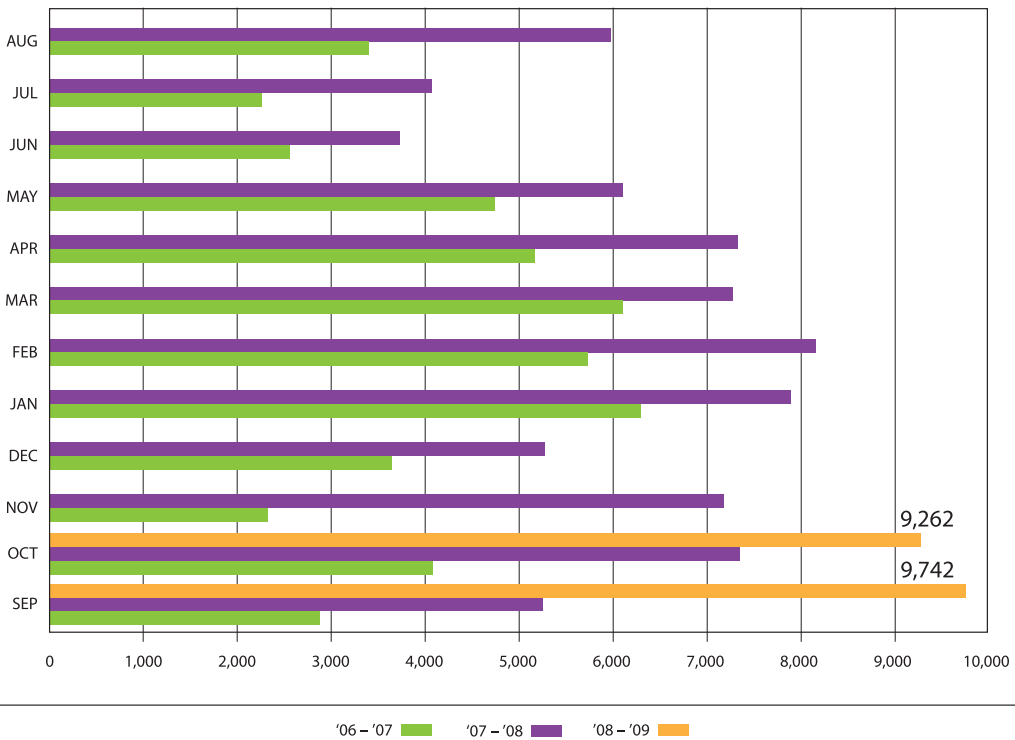
Major Contributors



Explanation of Contributors

PBS	Digital titles licensed by UEN
UIMC	Utah Instructional Media Consortium, pooled licensing fees paid by school districts, regional service centers and charter schools
KUED	Local documentaries and news programs contributed by KUED-7
Telecourses	Produced by Utah colleges and universities, broadcast on KUEN
UCME	Utah Collections Multimedia Encyclopedia

Usage Visitor Sessions Month-to-Month (3 year composite view)



Last 90 Days

- Logins – 22,470
- Searches – 45141
- Downloads – 11,493

Total Downloads Since Jan 2004 (service beginning)

- 76,903

Top 20 Downloaded Titles	
TITLE	COUNT
Bark, George	420
Bear Snores On ... and More Stories to Celebrate the Seasons	377
Dem Bones	330
Doing the Right Thing – Building Character	285
A Spin Around the Solar System – How the Solar System Works	283
Getting Started with eMedia	275
Changes in the Properties of Matter (Physical and Chemical)	267
Chicka, Chicka 1,2,3	245
Diary of a Worm	241
Earth Science Collection – Weathering and Erosion	241
A Spin Around the Solar System – Asteroids, Comets, and Pluto	240
Come On, Rain!	233
Martin's Big Words – The Life of Dr. Martin Luther King, Jr.	220
Giggle, Giggle, Quack	218
How Do Dinosaurs Say Goodnight?	213
A Spin Around the Solar System – The Moon Dance	212
Junior Electrician – Magnetism	212
The Teacher from the Black Lagoon	211
The Dot	206

New Media added since Sept. 2007	
COLLECTION	ITEM COUNT
Soundzabound Audio	1,257
Utah Collections Multimedia Encyclopedia	6,630
Ball State University Electronic Field Trips	40
Ambrose Video – Ancient, 18th, 19th & 20th Century History, The Supreme Court, American Authors, The Amazing Human Heart, Slavery in America	206
Bill Nye the Science Guy & Eyes of Nye	111
Career Gates	55
Fun Ways to Learn Chinese	701
Utah Valley University Math 0950	35
Modumath	170
NetSafe Utah	9
The Magic School Bus	50
Teens Who Volunteer	12
Number Crew (English & Spanish)	144
Tumble Town Tales	39
Utah Conversations with Ted Capner	31
Utah NOW	30
Western Folklife Center Films	12
Draw Me a Story	120

Recommendation

This is an informational item and requires no further committee action.

UEN YOUTUBE CHANNEL - DISCUSSION

Issue

UEN Professional Development recently created a nonprofit account/channel on YouTube.

www.youtube.com/UENVideo

Victoria Rasmussen will share information about the site.

Background

Content on the new UEN YouTube channel includes a “Dreamweaver Basics” playlist of 15 videos for online classes. Other videos include student samples and six NetSafe Utah Internet safety video clips.

Response to the videos has been very positive so far. One Dreamweaver tutorial has over 2500 views and maintains a 5 star rating. Others have been available for 2 weeks or so and have between 50 and 100 views. As of December 8 the UEN YouTube Channel is ranked 72 most viewed this week out of all the nonprofit channels.

UEN has also created a channel on TeacherTube:

www.teachertube.com/uprofile.php?UID=177293

Why YouTube?

After careful review of online video services, including iTunes and our own CollegeMedia and eMedia, staff agreed that YouTube provided a place where UEN could upload sample videos that participants have created in professional development classes. This allows for an easy way to share models and examples for future participants, as well as showcasing good work. The service also allows professional development staff to share tutorial videos created with a larger audience, and draw more people in to the Web site and other UEN resources.

This service also came preloaded with instructional tools and demonstrations such as how to create a YouTube account, how to customize it, and how it can be used for educational purposes. Those taking UEN classes look to us as leaders in cutting edge technology use – making it important to demonstrate experience in this area.

UEN was also accepted into the Google nonprofit program, allowing upload of 30 minute video clips, not just 10 minute clips and occasional “featured” status on the YouTube home page.

Recommendation

This is an informational item and requires no further committee action.

PRESCHOOL PIONEER LIBRARY - DISCUSSION

Issue

Lisa Cohne will provide an update on Preschool Pioneer.

Background

UEN's Preschool Pioneer Library pilot project discussed at the August 15th Steering Committee has now been online since September 1, 2008. Granite School District preschool teachers were trained in August on the resource with an overwhelmingly positive response. The Preschool Pioneer Library advisory board consisting of early childhood experts has met twice; once in August and again in November. During the November meeting the advisory board set forth clear objectives for sustained funding and criteria to determine the project's success. The goal for Preschool Pioneer includes the transformation from a pilot project to a sustainable service provided by UEN. The advisory board and preschool services USOE curriculum coordinators are in agreement that the evaluation of the pilot phase is essential to the Preschool Pioneer Library's legitimacy for ongoing funding. The advisory board is confident the research design and procedures are sound for achieving this goal.

Evaluation

The general purpose of the evaluation is to determine if participation in PBS Kids Play, with a focus on programs that support literacy and math development, results in children being better prepared for school. UEN is subcontracting evaluation assistance from the Early Intervention Research Institute at Utah State University. The evaluation will focus primarily on 4 year old children in the Granite School District. Approximately 450 families will receive access to PBS Kids Play in addition to Preschool Pioneer Library and 400 families will receive access to Preschool Pioneer Library without PBS Kids Play. Of these children, approximately 425 will be in preschool programs operated by Granite School District and half will not be receiving Granite School District preschool services. In each of the groups, approximately half will receive PBS Kid's Play. This is a 2x2 design with random assignment based on school. All schools will be eligible but low economic schools will be oversampled. Washington County School District will participate on a smaller scale. Approximately 100 families will participate from Washington County with half receiving the PBS Kids Play. A parent survey will follow the study, which will be the primary evaluation piece from Washington County School District.

Outreach

Granite School District preschool teachers were trained in August on the resource with an overwhelmingly positive response. In November, Lisa Cohne has held several meetings at Salt Lake County Libraries to reach Granite School district families not enrolled in a Granite School District Preschool. Parents who have been recruited for the study are also very impressed and positive about the resource for their children. The outreach plan continues to be refined with a press release to be circulated soon. Multiple speaking engagements with librarians, early childhood professionals, paraprofessionals, and at conferences such as UELMA are all part of the outreach effort.

Recommendation

This is an informational item and requires no further committee action.

NETSAFE UTAH PROJECT - DISCUSSION

Issue

Rick Cline will share a quarterly update on progress with the NetSafe Utah project. The project was extended through June 2009.

Background

UEN is in the second year of an Internet Safety project called NetSafe Utah. The NetSafe Utah project is funded in part by the Utah State Legislature through a grant from the Utah Commission on Criminal and Juvenile Justice in partnership with the Utah Education Network, KUED, the University of Utah College of Education, Utah State Office of Education, NetSmartz, a program of the National Center for Missing and Exploited Children, and the Utah Internet Crimes Against Children Task Force.

Utah ranks number one in the nation for home computer use, with computers in more than 74 percent of households. Utah ranks 5th highest in the nation for Internet use in the home and has the highest population of children in the nation. These statistics point to the need for Utah parents to make sure their children are safely using the Internet.

The project has been going well, with the following data points gathered through October 2008:

- 12,797 children age 5-17 received NetSafe training
- 929 teachers and other professionals received NetSafe training
- 604 parents/caregivers received NetSafe training
- Monthly features in the Diversity Times publication
- An Internet Safety manuscript developed by the University of Utah's Center for Technology in Education was accepted for publication with minor revisions on October 14, 2008 by the *Journal of Counseling & Development* (JCD). The manuscript will be published in April 2009.

From July through September:

- The NetSafe Utah Web site had 4,217 visits
- Participated in the Speaking on Women's Health Conference with a NetSafe booth and presentation

- Participated in the Kids Fair at the UofU to present NetSafe Utah to approximately 4,500 parents and children
- Completed, digitized, indexed, and posted six instructional videos at www.netsafeutah.org for viewing or download. These videos include:
 - ◇ Cell Phones & Photos
 - ◇ Parents, Kids & Technology
 - ◇ Grooming Gracie
 - ◇ Online Chat Begins at Home
 - ◇ Kids Know Technology – Now It’s Your Turn
 - ◇ It’s Just a Game – or Is It?

Recommendation

Committee members are invited to promote this resource and training opportunity with local constituents.

PUBLIC EDUCATION AND HIGHER EDUCATION ADVISORY COMMITTEE REPORTS - DISCUSSION

Issue

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

Background

Members of the Public Education Advisory Committee met via Wimba online conference system on December 4. Doug Jones facilitated the meeting where the following topics were discussed:

- WaterWise Utah Project
- NetSafe Utah
- Uen.org/adulated Web site
- Digital Media Service update
- Preschool Pioneer
- Budgets
- FY10 Legislative Request
- Countdown to February 17, 2009
- SMS Text Alerts
- SURWEB
- UEN PD Early Announcement
- Wimba promotion and marketing

Members of the Higher Education Advisory Committee were scheduled to meet via Wimba on November 19th, but this meeting was cancelled due to low RSVP's. Cyd Grua is seeking additional input regarding agenda items or topics for discussion by the Higher Education Advisory Group.

Recommendation

This is an informational item and requires no further committee action.