

Utah Education Network Steering Committee

February 18, 2011

**UTAH EDUCATION NETWORK
STEERING COMMITTEE**

A G E N D A

FEBRUARY 18, 2011

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

Committee of the Whole / Business Meeting

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11:00 a.m.-
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- Steering Committee Meeting - April 15, 2011, 9:00 a.m.
- Instructional Services Subcommittee Meeting - April 15, 2011, 11:00 a.m.
- Technical Services Subcommittee Meeting - April 15, 2011, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

RESIGNATION AND NEW STEERING COMMITTEE MEMBER - ACTION

Issue

Rachel Murphy, library media and technology specialist at Kearns High School in the Granite School District, is nominated to serve out the term of Pat Lambrose, who is resigning as a member of the UEN Steering Committee.

Background

Pat Lambrose is long-time educational technology advocate, recent UCET Technology Educator of the Year, and member of the UEN Steering Committee. She is resigning from the committee to spend more time in a place she loves as much as the classroom, the great outdoors of Utah and the Intermountain West, where she will continue to be an advocate for GIS (Geographic Information Systems). Pat is a former technology facilitator and teacher in the Salt Lake City School District. 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 Murphy'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.

Recommendation

It is recommended that the UEN Steering Committee present a Certificate of Appreciation to Pat Lambrose and approve the nomination Rachel Murphy as her successor on the committee. The nomination is subject to final approval by Governor Gary Herbert.

UEN LEGISLATIVE UPDATE - DISCUSSION**Issue**

The following is a summary of key developments so far in the legislative session.

Background

The Legislature adopted a Fiscal Year 2012 base budget for UEN with the passage of the Higher Education Base Budget bill (S. B. 7, 1st Substitute, 2011 General Session).

To cover a \$313 million structural deficit, Republican legislative leadership proposed to cut State funds by approximately 7%. For the most part, this occurred in USHE and state agencies. However, the Higher Education Base Budget bill funded 90% of UEN's FY 2011 ongoing appropriation. This represents a reduction in state funds of \$1,749,000 or a 10% cut to the base budget for FY 2012.

Following the recommendation of the Legislative Fiscal Analyst, it was suggested that the reduction could be achieved in the following areas:

- **Increase Dedicated Credits for Learning Management System** **\$255,400**
 LFA recommends applying the average tuition rates to cover LMS license fees. Dedicated credits from USHE institutions would increase from 20% to 40%.
- **Replace Budgeted Contingency Funds With One-Time Funding** **\$676,800**
 The funding covers emergency replacement of failed network equipment, cooling and environmental systems, data warehousing computers and other unanticipated operating expenses. UEN programs are not reduced by this proposal because ongoing funds are replaced with one-time funds in the LFA recommendation. However, under this proposition there is the question of whether timely one-time funding would be available when the legislature is not in session to supplement appropriated funds for UEN.
- **Eliminate State Support For Public Information** **\$33,300**
 Beginning in FY 2009, UEN allocated state funds to this effort. This proposal would remove state funding for Public Information from UEN's base budget.
- **Renegotiate Telephone Company Circuit Contracts** **\$783,500**
 UEN budgets \$15.9 million annually for circuit charges and internet access. The proposed reduction of state funding represents a 15% reduction of appropriated dollars from the circuit budget. This proposal is exacerbated by a corresponding 2 to 1 reduction in Federal E-Rate funds. Therefore, the estimated loss to Telcos amounts to approximately \$2.4 million.

The proposal would require UEN to renegotiate circuit contracts by either reducing contract rates or extending the duration of the contract. Through the RFP processed administered through University Purchasing Department, these prices are already more than 50% below tariff pricing charged to business and residential customers. Service to schools and universities could be impacted by this proposal if circuits were eliminated as a result of the cut in the circuit budget.

FY 2012 Budget Request

In addition to having the funds for the 10% budget cut restored, UEN is asking that the budget for FY 2012 be increased by \$150,000 to supplement existing funds for a statewide filtering solution and \$36,000 to fund new school monthly connectivity charges.

The Children's Internet Protection Act (CIPA) is a federal law enacted by Congress to address concerns about access to offensive content over the Internet on school computers. Because of favorable contract negotiations over the past 5 years, UEN has spent \$100,000 annually to provide filtering services for all public schools statewide.

Our software license from our current filtering service provider expires in FY 2012. The new statewide license is projected to cost \$250,000, which is \$150,000 above the \$100,000 we currently have appropriated in our budget for this purpose.

UEN is also asking for new funds to cover connectivity charges incurred when new schools are built and begin to operate. The cost to connect to the UEN network infrastructure will be treated like other utility connections to the new facility and funded through the construction bond or the facility lease for charter schools. Ongoing monthly circuit charges would be funded annually through an incremental appropriation to UEN by the Legislature. UEN is requesting that \$36,000 be included in our FY 2012 budget.

UEN is also asking that the Legislature restore \$1.0 million of one-time funds for FY 2012. This restoration is necessary for UEN to qualify for the NTIA BTOP federal grant.

Other Informational Items

Regional Service Center

The Legislative Fiscal Office recommended that \$1,538,000 or (100%) of the state subsidy for the four regional service centers (RSC) be eliminated. This action would reduce the Education Fund appropriation to USOE and require USOE to reallocate the Federal Mineral Lease revenues internally to best meet its state-wide mission. Local districts will need to prioritize the RSC services or determine if they want to continue to maintain the centers. Final action on this issue will be determined by the Executive Appropriations Committee when revenue figures become available in mid-February.

UEN partially funds two positions (a technical specialist and a professional development trainer) at each RSC.

In order to help preserve the four Regional Service Centers, Rep. Brad Last filed House Bill 92 (Public Education Regional Service Centers) that allows local school boards to enter into an inter-local agreement to create a regional service center to provide education related services. The bill requires the State Board of Education to make rules regarding regional service centers; and provides that a charter school may enter into a contract with a regional service center to provide education related services to the

charter school. With minor amendments, this bill was passed favorably from the House Education Standing Committee and will be sent to the House for consideration.

Recommendation

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

QUARTER TWO PROGRESS REPORT ON FY 2011 STRATEGIC PLAN - DISCUSSION

Issue

This is a quarterly progress report for the FY 2011 UEN Strategic Plan. This report includes activities conducted during October, November, and December 2010 for all UEN departments.

Background

A complete copy of the UEN Strategic Plan can be viewed online at:

<http://www.uen.org/ueninfo/>

Reports follow fiscal year quarters as outlined below:

Quarter 1 – July, August, September

Quarter 2 – October, November, December

Quarter 3 – January, February, March

Quarter 4 – April, May, June

Quarter Two FY 2011 Activities and Highlights

Goal 1– Wide Area Network

1. Established full 10GB WAN redundancy for core UEN network connections in North Ring
2. RFP's issued for 1GB WAN redundancy in Southeast Utah for the Uintah Basin, Price, Blanding, Moab, etc.
3. BTOP environmental assessment completed; site surveys underway; equipment ordered for 30 sites
4. Continued development of IP management database with 20K per years savings
5. Continued strengthening of operational coordination between Network Ops and Field Ops staffs
6. Filtering RFP award anticipated to be made by March

7. Second links implemented to WSU and USU
8. Continued work with U of U to engineer and deploy Metro Ring
9. Advocates assigned for Head Start locations

Additional Wide Area Network projects are listed under Goal 1 of the UEN Strategic Plan.

Goal 2 – Educational Web Resources

1. Worked with Fine Arts educators and USOE Specialists on lesson plan development
2. Updated additional CTE courses
3. Checked and updated bad links on uen.org and the other websites we support
4. Added links to On Track for my.uen and CACTUS interface
5. Developed and launched a page visit counter for my.uen
6. Began revising Curriculum Search
7. Began work on reporting tools for the Professional Development group
8. Solved minor problems with the UEN-TV online broadcast schedule
9. Upgraded Production Sybase server to latest OS and Database software releases
10. Developed and deployed a streamlined process for Web Server Content and Application Code updates
11. Released many revisions for bug fixes and enhancements to my.uen

Additional Educational Web Services projects are listed under Goal 3 of the UEN Strategic Plan.

Goal 3 – Enterprise Solutions

1. Selected Instructure Canvas to replace Blackboard Vista
2. Continued to work on launch of Primo search capability for K-12 Pioneer and eMedia
3. Continued to expand eMedia assets to provide additional language offerings
4. Performed successful preliminary testing of the PBS Digital Learning Library and eMedia integration
5. Held the first of three Wimba meetings to support the Pioneer Library advocates, promotion, and outreach
6. Began discussions with vendor about extending our Equella license in conjunction with the Learning Management System request for proposals
7. Obtained cost information for a consortium Turnitin license, which was not acceptable to the consortium
8. LMS conversion to Canvas. Testing and specifying requirements for all application tiers of hardware. Set to purchase and deploy by March

9. UEN deployed a new hidden master for DNS utilizing InfoBlox DNS appliance with custom code to manage the AnyCast DNS servers (ACM, AnyCast Manager)
10. Hired UIT Uplanit for Project management and posted new positions to support the development of UDADS
11. UTIPS, Updated Hardware contract for 3 years, began hosting UTIPS backups
12. Continue to support and attend the regular meetings for NISST and Disaster Recovery for UHSE

Additional Enterprise Solutions projects are listed under Goal 3 of the UEN Strategic Plan.

Goal 4 – Distance Education

1. UEN TSSC and Field Staff will re-certify on Cisco/Tandberg equipment to insure Tier One and Two support is provide by UEN and to manage service contract pricing
2. Applied with SEDC and CUES on RUS grant to upgrade gatekeeper seats to manage IVC growth
3. Ongoing evaluation and testing of new streaming technologies that scale
4. Presented and supported UEN IVC services at Utah Education Association (UEA) annual conference.
5. IVC Improvements made at the following locations:
 - Box Elder High School – Upgrade of complex classroom hardware
 - Herriman High School – Two new complex classrooms
 - Bear River High School – Installed Complex Classroom
 - Park Valley School – IVC Classroom equipment upgraded
 - USU - Park City/Swaner – Relocated two USU receive classrooms to Swaner Preserve and Eco Center
 - Snow College Ephraim – Relocated and upgraded three IVC classrooms. Two complex classrooms and one receive room
 - Grand High School – Relocated and upgraded one receive IVC classroom
 - USU/Moab – Upgrade one receive IVC classroom
 - NUES – Upgraded IVC hybrid classroom

Additional Distance Education projects are listed under Goal 4 of the UEN Strategic Plan.

Goal 5 – Broadcast Services

1. Partnered with State PTA Safety Commissions, KUED, and Harmons on statewide educational outreach events
2. Coordinated three screening events of *Put A Lid On It* and formed five new community partnerships

3. Continued to support high-need academic programming and outreach (adult basic education, job training, child care, educational technology, teacher licensing, STEM)
4. Continued to encourage counties to add KUEN to their translators; most recently, Juab County agreed to add KUEN to their newly developed site near Nephi
5. Added storage space to the archive system and continued to use the archive and transcode capabilities for broadcast and web distribution
6. Continued to explore the possibility of using the UEN wide area network to connect with Rural Cable Headends

Additional Broadcast Services projects are listed under Goal 5 of the UEN Strategic Plan.

Goal 6 – Professional Development

1. UEN Professional Development staff taught 96 workshop sessions this quarter
2. Implemented SoftChalk in three online courses
3. Published video tutorials on Pioneer Library online
4. Increased interactivity in online courses without increasing facilitator time commitment using SoftChalk

Additional Professional Development projects are listed under Goal 6 of the UEN Strategic Plan.

Recommendation

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

FEDERAL FUNDING - DISCUSSION**Issue**

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.

Background

American public radio and American public television have recently joined together in a national, grassroots effort to rally the support of the 170 million Americans who watch, listen to or use the services and programming of public media each month. We believe this effort is vitally important in light of the political changes at the federal level and recent bills introduced in the 112th Congress.

The 170 Million Americans campaign seeks to organize America's public broadcasting industry – some 1,300 non-profit, community-based radio and television stations – into a network of local rallying points for the members, listeners and others who value a strong public media as a source of non-partisan news, local cultural programming and non-commercial educational programs.

UEN is now part of that network, along with other Utah stations KUER, KUED, KRCL, and Utah Public Radio. The centerpiece of the effort is a website – *170MillionAmericans.org* – that gives supporters of public media a way to register their support and to put that support into action. No federal funding or other restricted funding sources will be used in this effort.

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.

CPB funding is used for the K-12 Pioneer Online Library in Utah, the Raising Readers content featured on Preschool Pioneer, Distance Learning and other UEN services. Losing this crucial source of general operating support would be a major blow to our organization and the students of Utah.

UEN will continue to update the Steering Committee on the progress of this important project and our participation in the coming months. Committee Members may also visit the website – *170MillionAmericans.org* – to sign up for email notices, updates, and learn more about public broadcasting services.

Recommendation

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



THE DOLORES DORÉ ECCLES BROADCAST CENTER BUILDING AND CRITICAL INFRASTRUCTURE SECURITY - DISCUSSION

Issue

In a joint effort, UEN and KUED have been working to improve building and data center/critical infrastructure security at the Dolores Doré Eccles Broadcast Center (EBC). To fund improvements to outdoor and indoor 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 of 2010 UEN received \$62,500 in Homeland Security funding.

Background

EBC was designed as a state-of-the-art broadcast facility; unfortunately there are numerous security challenges. These include multiple points of access, ground to ceiling windows, and inadequate lighting. Consequently, securing critical infrastructure for education, state and local government, and health care presents numerous challenges. The last major security breach to EBC demonstrated the weaknesses of existing building security and surveillance and the need for improvement. While the loss of EBC and individual staff assets was not severe, the event illustrated that too much access to too many critical areas is possible, and when an event occurs not enough forensic information is available.

For the past two years, UEN and KUED staff have been working together to implement security improvements to EBC, and particularly the equipment room/data center. Improvements include updated card reader access to outside doors and additional card reader access within EBC to secure access to staff areas and to limit access to critical infrastructure. UEN also installed additional surveillance cameras in hallways in the south portion of the building for better 24/7 visibility, motion sensor lighting, an audible door alarm, plus a new wall and door leading to the data center and its supporting UPS and HVAC systems.

In an effort to obtain additional funds to make further improvements, UEN approached Utah Department of Public Safety representatives for Homeland Security. Staff were invited to EBC for a walk through to learn about the critical services supported within EBC. The Department of Homeland Security provided UEN with information on a Non-DPS Higher Education State Homeland Security grant that is administered on a local basis and awarded annually. UEN submitted its Homeland Security grant in October of 2010 and was awarded \$62,500 (of a total of \$200,000 available) in December 2010.

Improved surveillance is one step in many toward insuring EBC is secure and its services are protected.

Recommendation

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

UEN PERFORMANCE REPORT - DISCUSSION

Issue

This report provides the UEN Performance Dashboard for January 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/>

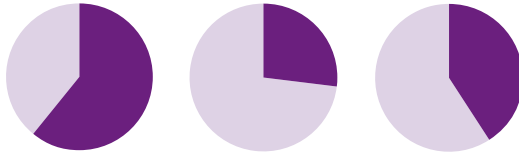
Recommendation

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

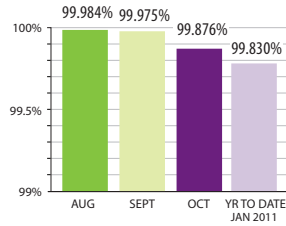
NETWORK PERFORMANCE METRICS

Network Backbone Utilization

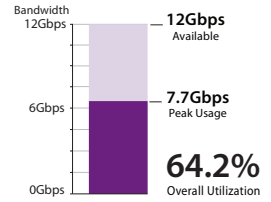
North Ring: 61% Central Ring: 27% South Ring: 44%



Network Backbone Availability



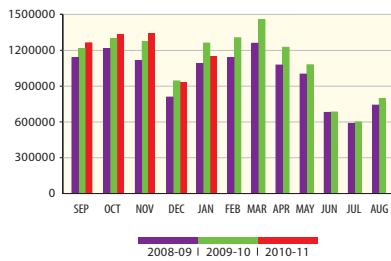
Internet Utilization Statistics



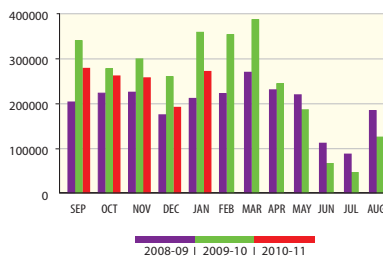
[JAN 2011]

WEB SERVICES

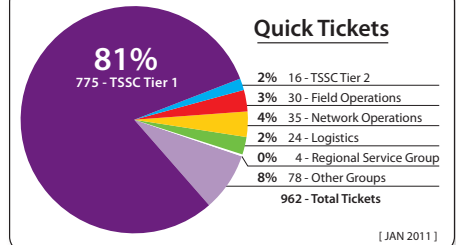
www.uen.org Visits



my.uen.org Visits

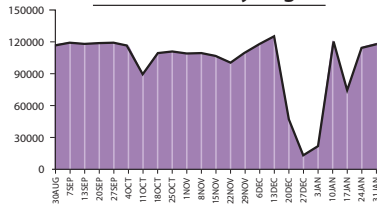


Quick Tickets

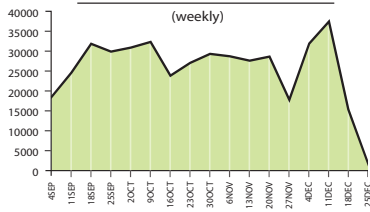


LMS - LEARNING MANAGEMENT SYSTEM

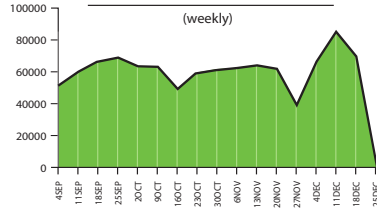
Maximum Daily Logins



Assignments Submitted (weekly)

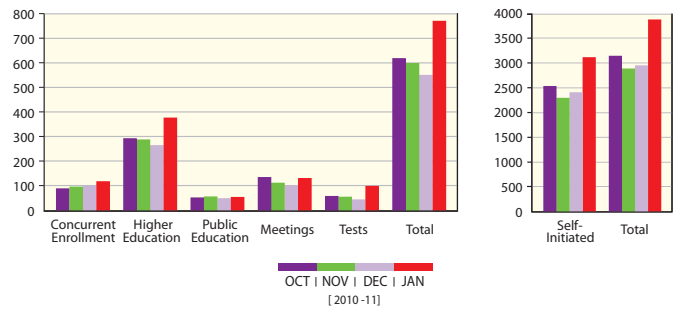


Assessments Submitted (weekly)

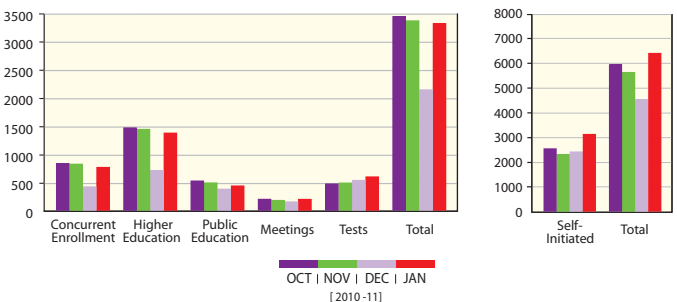


IVC - INTERACTIVE VIDEO CONFERENCING

Total Unique Events



Total Event Recurrences



COURSE MANAGEMENT SERVICE UPDATE - DISCUSSION

Issue

The transition from Blackboard Vista to Instructure Canvas has begun. A lot of work needs to be done 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.

Background

Instructure Canvas was selected in December 2010 as the LMS 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.

Challenges to RFP Award

Shortly after the RFP award was made public in December, Desire2Learn submitted a formal protest letter, along with a Government Records Access and Management Act (GRAMA) request for specific information relating to the RFP award. The University of Utah purchasing office investigated the reasons for the protest and found them to be without merit. On January 11, 2011 Desire2Learn filed suit against UEN and The University of Utah, alleging that UEN and the university either misapplied evaluation factors enumerated in the RFP, or erroneously considered other factors or criteria not in the RFP. A second reason for Desire2Learn's protest was that a current Instructure employee was previously involved in developing evaluation procedures for UEN and the statewide consortium. On January 20, 2011, shortly after news about the lawsuit became public in the media, Desire2Learn filed a notice of dismissal without prejudice.

UEN and consortium institutions collaborated with The University of Utah purchasing department and Legal counsel to respond in a timely manner to information for the GRAMA requests and lawsuit.

Implementation Progress

The migration from Blackboard Vista to Canvas is a big project and will take place in phases over the next seventeen months. We are proceeding with contract negotiation, project planning, training, and preparing the UEN-hosted instance of Canvas.

Contract Negotiation

The RFP committee identified several items that the consortium wanted in the contract with Instructure, including several deliverables to be completed by May 1st (before Summer Semester 2011). To expedite the signing of an agreement, the deliverables for May 1st were separated into a Statement of Work agreement, while the long-term contract negotiation continues. The long-term contract with Instructure will take some time to be signed because of the legal reviews that need to take place with such a contract, and the unique nature of our relationship with the company. Since Instructure has been a Software as a Service (SaaS) provider until now, their standard services contract needs a lot of revisions for a UEN-hosted environment.

One of the major negotiation points of the contract is the price of the software. The original proposal included some free seats for public education (K-12) along with the consortium license for higher education. To reduce the cost for higher education, we negotiated with Instructure to separate the cost of the “free” K-12 seats. These details are still being worked out, but we have agreed in principle on the long-term pricing for higher education.

Project Planning

UEN and Instructure have been meeting twice each week to identify short and long-term implementation tasks and coordinate on the implementation and migration to Canvas. Most of our work to date has focused on immediate needs (institutional sandboxes, training, contract terms, etc.), but we are now moving to focus on tasks to be completed by May 1st and beyond.

Training

We’ve organized and held several training events for Canvas administrators and Instructional designers/faculty support personnel. The first of these was a January 6th training for Canvas administrators on using the support ticketing system and a brief introduction to the Canvas administrative interface. This training was repeated again on February 10th for those who were not able to participate in the first meeting.

The biggest training event so far was held on January 27th at the J. Willard Marriott Library at The University of Utah. In the morning, more than 60 instructional designers and faculty support staff attended training by Devlin Daley, one of Instructure’s co-founders. In the afternoon, a smaller group discussed how to organize and collaborate to develop shared training and documentation resources for the consortium, and Devlin trained Canvas administrators.

Hosted Sandboxes

Shortly after the RFP award was announced, Instructure created hosted sandboxes for each Utah higher education institution. Several institutions in the consortium are running pilot courses with a few instructors during the Spring 2011 Semester. Other institutions are using the sandboxes to get familiar with the system, migrate Blackboard Vista courses to Canvas, and train faculty to use the system. The Instructure-hosted sandboxes are a temporary solution while we install and configure the UEN-hosted Canvas instance in preparation for Summer 2011 courses.

UEN Hosting

We've had initial discussions with Instructure about the infrastructure for a UEN-hosted instance of Canvas and have a development instance of Canvas running at UEN. We will be meeting soon with Instructure to discuss the details of a production Canvas environment and the tasks to be completed by May 1st to be ready to offer Summer Semester courses in a UEN-hosted Canvas environment.

Canvas Open Source Offering

Instructure formally announced the availability of an open source community release of its software (Canvas CV) on February 1st. This announcement was covered widely in the media, even appearing on CNBC; Canvas is a serious contender to other open source offerings like Moodle, Sakai and Blackboard. In addition to the open source version, Instructure offers Canvas Cloud (Software as a Service) and Canvas Onsite (a locally-hosted option, supported by Instructure), which is what the consortium is licensing.

Summary

In spite of the challenges to the RFP award to Instructure, we've continued to move forward with implementation, training, and contract negotiation with Instructure. We are very close to having an agreement signed for the Statement of Work. We should have a contract signed soon and are preparing to offer Summer 2011 courses in a UEN-hosted instance of Canvas.

Recommendation

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

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

DECEMBER 17, 2010 – 9:00 a.m.

Members Present: Debbie Rakhsha for Kenning Arlitsch, Clark Baron, Steve Corbato, Rick Gaisford, Brenda Hales, Steve Hess, M. K. Jeppesen, Pat Lambrose, Eric Mantz, Donna Jones Morris, Mike Petersen, Glen Taylor, Barry Walker, Ray Walker, Gary Wixom, Doug Wright

Others Present: Scott Allen, Barry Bryson, Rebecca Davis, Jeff Egly, Rich Finlinson, Boyd Garriott, Cyd Grua, Sheryl Hulmston, Laura Hunter, Troy Jessup, Karen Krier, Lisa Kuhn, Don Mahaffey, Steve Mecham, Bryan Peterson, Joni Robertson, Dennis Sampson, Jim Stewart, Kathy Webb, Scott Wickel

Welcome and Introductions

Gary Wixom welcomed everyone to the December Steering Committee meeting.

Committee of the Whole

Tab 8 – Steering Committee 2011 Meeting Schedule

Mike Petersen proposed the following dates for 2011 meetings of the UEN Steering Committee:

February 18	April 15
June 10	August 19
October 28	December 16

The meeting in the month of June was changed due to a Superintendents meeting and the October meeting was changed due to UEA.

A motion was made and seconded to approve the dates for the 2011 Steering Committee meetings. THE MOTION CARRIED.

Tab 9 – Course Management System Contract Recommendations

Scott Allen reported the results of the LMS evaluation committee. As noted in previous Steering Committee meetings, Blackboard will end support for Blackboard Vista in December 2012, and UEN and all other USHE institutions must migrate to another CMS/LMS platform. Since the current LMS contract is with Blackboard, there is the option of extending the current contract with Blackboard and using Blackboard Learn instead of Blackboard Vista. After reviewing a contract extension proposal from Blackboard, the committee voted to move ahead with plans to select a replacement by a competitive RFP process.

The RFP was authored and included a section to provide pricing for Utah K-12 institutions. Proposals were due on November 18th and eight vendors turned in proposals. The committee initially went through a point system and determined three finalists. They were Desire2Learn, Instructure and Blackboard. Each finalist gave two web-based presentations during the week of November 29th - December 3rd, one for the RFP evaluation committee and one for students and faculty.

UEN then analyzed the costs of the three proposals and provided cost-sharing estimates for the alternatives and scheduled a meeting on December 7th with the RFP Committee members to discuss these options. To see a detailed list of the Final Evaluation Criteria, please refer to Tab 9, page 5.

Executive Members of the Steering Committee met prior to the meeting on the 17th to discuss the decision that the RFP contract be awarded to Instructure.

A motion was made and seconded to affirm the actions of the Executive Members of the Steering Committee to approve the decision of the LMS evaluation committee. This decision is to move forward with a contract between UEN and Instructure. THE MOTION CARRIED.

Tab 10 – Broadcast Policies

Laura Hunter reported that in October, the Instructional Services Subcommittee reviewed and approved broadcast policies that have been used both locally and nationally. Because UEN lacks clearly defined editorial policy, we are asking for the Steering Committee to adopt the industry standard: Wingspread Conference Statement of Editorial Principles for Public Broadcasting from 1984. To see the complete outline of Policy Considerations, please refer to Tab 10, pages 8 – 10.

Laura also shared with the Steering Committee that since UEN-TV (KUEN) was licensed in 1986 as KULC-TV, these policies were never adopted formally, although they have become the industry standard during the ensuing years and have since been adopted by PBS, the National Association of Public Television Stations, and many station licensees.

A Motion was made and seconded to approve the policies as recommended by the Instructional Services Subcommittee. THE MOTION CARRIED.

Tab 11 – NTIA BTOP Infrastructure Grand Round 1 Network Project Update

Dennis Sampson reported on progress UEN has made with the National Telecommunications Information Administration (NTIA) Broadband Technology Opportunity Program (BTOP) infrastructure award. UEN was notified in early December that our Environmental Assessment (EA) had been approved. We received the Finding Of No Significant Impact (FONSI) letter on December 7th. A copy of the FONSI letter can be found in Tab 11, Attachment A.

NTIA “started the clock” on UEN’s project plan and implementation schedule last January. The challenge is now that the EA is completed, UEN must stay on track with the project timeline regardless of the impact of the environmental assessment in order to comply with BTOP requirements. UEN has already started to have their meetings with the telecom providers on the site survey work in anticipation of implementation beginning in 2011.

Dennis also noted that UEN’s website for the BTOP project is www.uen.org/btop. Thank you to Karen Krier and Brent Burgoyne for working on this.

Tab 12 – UEN Performance Report

Mike Petersen noted that the UEN Performance Report section is in a new format. Thanks to Denise Tribble our Graphic Designer for creating this new look. The statistics are based on the previous month’s data and are presented in the four key UEN service areas: Web Services, Learning Management System, Interactive Video Conferencing System and Wide Area Network. To see the detailed data for November 2010, please refer to Tab 12, page 22.

Tab 13 – Public Information Report

Rich Finlinson showed a short video on events that UEN Public Information, Instructional Services, Professional Development and Interactive Video Conferencing staff have collaborated on to attend, make presentations provide exhibits. Rich also pointed out that the Steering Committee membership roster has been updated on the State of Utah’s official membership page.

Tab 14 – UtahSAINT Organization Update

Troy Jessup reported that the UtahSAINT conference held in October at Dixie State College was a sellout this year. Feedback from the conference was extremely positive, and UEN would like to extend their appreciation to the members of the UtahSAINT Conference Committee. They will be looking for a larger facility next year to hold this annual conference.

Tab 15 – UEN Climate Science Award

Laura Hunter reported that the UEN Climate Science Project was recently recognized by the Utah Society for Environmental Education as the 2010 Environmental Education Program of the Year. There were many partners who assisted with the project this year and a list of those partners can be found in Tab 15, page 27.

To date, the website has been presented to over 300 teachers and faculty members in the last few months. Please visit <http://www.uen.org/climate> for more information.

Tab 16 – Steering Committee Meeting Minutes

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

Tab 17 – Other

The next Steering Committee meeting will be held on February 18, 2011 at 9:00 a.m. at the Dolores Doré Eccles Broadcast Center.

COMMITTEE OF THE WHOLE

T A B **26**
OTHER

NEW UEN WEB RESOURCES - DISCUSSION

Issue

In support of the Utah State Office of Education and Utah educators, UEN's Web Services group recently developed many new online resources. Below is a brief overview.

Background

African American History Month Resources

<http://www.uen.org/core/socialstudies/africanamerican/>

February is African American History Month. UEN gathered high quality online resources, lesson plans and activities to help students learn about the contributions that African Americans have made to the history and cultural development of the United States.

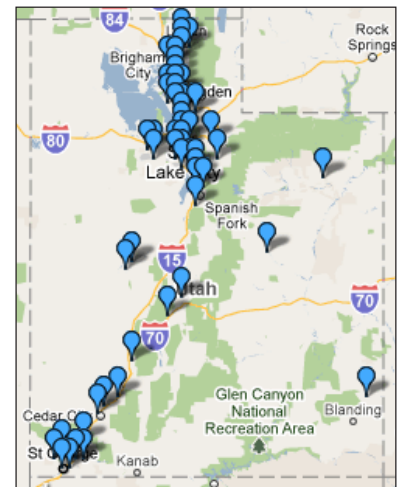
BTOP Sites Map

In February 2010 UEN received a \$13.5 million award from NTIA for our Round 1 BTOP infrastructure application, Utah Anchors: A Community Broadband Project. Information about this grant was shared during the December 17, 2010 Steering Committee meeting.

Recently, UEN's Web Services created a dynamic map that will allow stakeholders and the general public to learn where each of the 130 sites are located, as well as the proposed vendor and service offering (e.g. 1000 MB Ethernet). UEN's BTOP Project Coordinators will update the status of each site as work is completed.

Visitors to the web page can refine the map's display by sorting by status or by site type (e.g. Districts, Charter schools, Libraries and Head Start Schools).

The BTOP Sites map is not currently available on UEN's production website because some of the sites are still being finalized, but it will be posted on the BTOP web page < <http://www.uen.org/btop> > soon.



English Language Learners (ELL) Resources

<http://www.uen.org/k12educator/ell/>

UEN has received many requests from educators for resources that will help them with their English Language Learners. That is why we developed this new ELL web page. It provides links to high quality websites, teaching ideas, research materials as well as student resources.

Persuasive Writing

<http://www.uen.org/core/languagearts/writing/persuasive>

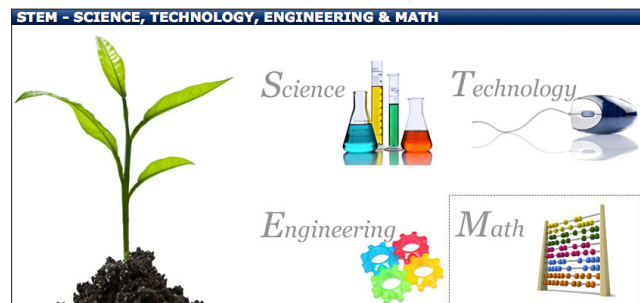
The current Utah Language Arts core curriculum requires students to produce persuasive writing products (e.g., essays, editorials, speeches). UEN gathered lesson plans, educator resources and student activities to help meet this objective.

The new English Language Arts Common Core puts a greater emphasis on writing logical arguments. UEN will be gathering and posting resources to meet that objective as well.

Preschool Pioneer - STEM

<http://preschool.uen.org/stem.shtml>

UEN has also developed many resources designed to improve the participation and performance of students in science, technology, engineering, and math (STEM).



Recently we extended this effort to UEN's Preschool Pioneer website. Visitors will now find a wide variety of educational online activities appropriate for preschoolers that support these four key areas.

UIMC Media Evaluation Interface

<http://uimc.uen.org/>

Utah Instructional Media Consortium (UIMC) acts as a recommending body to the Utah State Board of Education and/or local school districts, public charter schools, and the Utah Electronic High School for previewing, selecting, and purchasing instructional media programs. The media items that UIMC purchase are made available to educators in a variety of ways, including UEN-TV, KUED and eMedia.

A few months ago UEN replaced a very old online interface that educators used to submit their media evaluations with a new and improved interface. Select educators now submit an evaluation by visiting <http://uimc.uen.org/>, entering a unique media code, completing the online form, which includes a rubric.

On January 27, 2011 the UIMC committee held their annual meeting to make purchasing decisions. Thanks, in part, to the new evaluation interface the meeting went very well. The committee found that the evaluations submitted by educators were much more

thorough and helpful than in the past. In addition, the committee saved some money by projecting the evaluation results on a screen rather than printing hundreds of pages.

Utah and U.S. Flag Resources

<http://www.uen.org/core/socialstudies/flag/>

The Utah State Office of Education Social Studies Specialist, Robert Austin, asked UEN to help him educate students about the Utah and U.S. flag. Together we developed a new Utah and U.S. Flag web page. In addition to historical information, this web page provides information about flag etiquette and the Pledge of Allegiance.

Recommendation

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

CONCURRENT ENROLLMENT/DISTANCE EDUCATION COORDINATION MEETING - DISCUSSION

Issue

UEN hosted a Concurrent Enrollment/Distance Education Coordination Meeting on February 9, 2011, to provide critical updates that specifically impact urban area districts regarding distant education common core information, Interactive Video Conferencing (IVC) course receipt and delivery, and potential program provider options. Those invited included representatives from Utah urban school districts: Canyons, Granite and Jordan; higher education: Salt Lake Community College, Utah State University, Utah Valley University, Utah State Office of Education, The Board of Regents; and UEN support groups.

Background

IVC Concurrent Enrollment course offerings are impacted by factors such as higher education program provider availability, sponsorships, district and institutional changes/reorganizations, and budgetary constraints. This new climate poses significant challenges to both urban and rural administrators as they work to meet Concurrent Enrollment needs delivered via various forms of distance education.

UEN understands that its role is technical support and management of the IVC delivery system. The goal in coordinating this meeting was to provide a forum to receive input and updates from a variety of statewide sources and to review current information relating to IVC Concurrent Enrollment courses, as well as other sources of distance education opportunities. Timing is important, since adaptations and new initiatives need to be considered now, well in advance of the new school year beginning August 2011.

Even though the initial meeting was arranged to address significant urban area needs specific to course provider options, rural districts are also impacted by this changing environment. Our hope is to facilitate future discussions of this type with rural school administrators to illuminate their unique challenges as well. Outcomes of this meeting will be shared with all statewide users in various forums as an ongoing initiative to provide timely updates and share important information.

Recommendation

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

UEN FINANCE IN THE CLASSROOM AWARD - DISCUSSION

Issue

UEN recently won an award from the National Educational Telecommunications Association (NETA) for its multi-platform Finance in the Classroom project for Utah educators, students and parents.

Background

The award-winning project grew from a mandate from the Utah Legislature that Utah schools provide financial literacy and economic education.

In partnership with the Utah State Office of Education, UEN created a single-source website (*financeintheclassroom.org*) and extensive outreach program to communities, schools, teachers and students throughout the State. In addition to the online site and outreach program, UEN-TV broadcast more than 40 related television programs from 3-10 p.m. during the UEN-TV Financial Fitness Broadcast Week. UEN also produced public service announcements, newspaper ads and online buttons featuring the project schedule as a widget that educators placed on their blogs and classroom websites.

Partners included:

- Jump\$start Utah Coalition
- Utah America Saves
- Utah! Division of Securities
- Utah State University Cooperative Extension
- Junior Achievement of Utah, Inc.
- Utah Credit Union Education Foundation
- Utah State Office of Education
- Utah Educational Savings Plan

This project was funded in part by a grant from the Corporation for Public Broadcasting's Public Media Innovation Fund.

From 2009-10, the Finance in the Classroom website and related resources were presented to over 1,000 administrators, teachers, staff, parents and students. Visit <http://financeintheclassroom.org/> for more information.

Recommendation

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

NETSAFE UTAH GRANT - DISCUSSION

Issue

Utah Education Network was recently awarded two grants that were funded by the Commission on Criminal and Juvenile Justice totaling \$534,000. The purpose of these grants is to achieve the following four goals:

1. Increase training and outreach
2. Develop NetSafe resources for Underserved Utahns
3. Leverage community partnerships
4. Update NetSafe materials

By combining our statewide reach, media efforts, and local ties with every school in Utah, our goal is to reach:

- 80,000 households on UEN-TV during repeat broadcasts of the one hour program
- 33,000 Utah K-12 teachers through messages in the UEN electronic mailing list
- 1,000,000+ visitors per month to the *uen.org* website
- 1,400 educators through the Utah Coalition for Educational Technology conference
- 450 school library-media teachers through the Utah Educational Library Media Association conference
- 250 Rural teachers and school administrators through the Utah Rural Schools Association annual conference
- 140 teachers through online classes
- Hundreds of parents through presentations by the trainers
- Thousands of Utahns over the age of 5 who are hearing impaired
- Thousands of the 40,000 Utah students who have “Limited English Proficiency”

The success of this project will be accomplished through the successful completion of the objectives listed below for each of the four goals:

Goal 1: Increase training and outreach

Objectives

- Conduct statewide training and conference presentations
 - ◊ Trainers at UEN and the Utah Regional Service Centers will conduct these sessions
- Conduct a widespread outreach ad campaign to promote the site, materials, and concepts
- Conduct research on media elements and their effectiveness
 - ◊ The Center for the Advancement of Technology in Education located in the College of Education of The University of Utah will be conducting this research

Goal 2: Develop NetSafe resources for Underserved Utahns

Objectives

- Translate materials into the 10 most predominant languages (18 videos x 10 languages = 180 translated videos). Publicize these with educators and community partners
 - ◊ Spanish
 - ◊ Somali
 - ◊ Tongan
 - ◊ Vietnamese
 - ◊ Bosnian
 - ◊ Burmese
 - ◊ Arabic
 - ◊ Korean
 - ◊ Chinese
 - ◊ Navajo
- Create and distribute closed captioned versions of the Planet Nutshell videos
 - ◊ Training would be held at the Utah School for the Deaf and Blind
 - ◊ Videos would be broadcast on UEN-TV

Goal 3: Leverage community partnerships

Objective

- Maintain partner involvement with a planning and coordination meeting
 - ◊ Partners to advise on the new titles of the three new videos
 - ◊ Partners to review the NetSafe website: <http://www.netsafeutah.org/>

Goal 4: Update NetSafe materials

Objectives

- Update the NetSafe Utah website
- Produce three new videos
- Produce a Trainer’s Toolkit
 - ◊ To be available on the NetSafe website
- Update the online course *Internet Safety for Educators*

Background

Utah Education Network and partner organizations have successfully met the goals of the Sexual Exploitation of Children Prevention grants which began in 2007. The success of these projects since 2007 has placed Utah in a strong position compared to states that lack a comprehensive, quality Internet Safety program.

NetSafe Utah is a collaborative partnership that combines the strengths and expertise of Public Broadcasting (UEN-TV), our statewide educational technology network (UEN), the Utah State Office of Education, the Utah Attorney General’s Office Internet Crimes Against Children Task Force, The University of Utah College of Education, the Utah Council for Crime Prevention, KUED, the Children’s Service Society of Utah Grandfamilies program, the four Rural Education Regional Service Centers, the Utah Parent-Teacher Association, and Utah public libraries.

Recommendation

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

