Utah Education Network Steering Committee

June 26, 2009

Utah Education Network Steering Committee

AGENDA

June 26, 2009

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

Committee of the Whole / Business Meeting

Welcome and Introductions

Please plan to attend a luncheon immediately following the meeting.
It will provide an opportunity to thank Steering Committee members for your
dedicated service. Also, we will honor Claire Gardner and Bill Kucera
on the occasion of their retirement from UEN.

U PCOMING M EETINGS

Steering Committee Meeting - August 21, 2009, 9:00 a.m.

Instructional Services Subcommittee Meeting - August 21, 2009, 11:00 a.m.

Technical Services Subcommittee Meeting - August 21, 2009, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

TAB **4**

FY 2010 STRATEGIC PLAN DRAFT - DISCUSSION

Issue

The FY 2010 Strategic Plan Draft has been created with input from a Strategic Planning Retreat held in Orem on May 19th. Input has been gleaned from UEN staff in project meetings and at the Instructional Services Planning Retreat held in June, 2009. The FY 2009 Plan has been modified and edited to reflect the goals, objectives, and tactics for the upcoming year.

Background

At the last Steering Committee meeting in April, 2009, the committee was asked to review the current plan in light of recent budget cuts, possible new sources of funding, and stimulus and grant funding possibilities. The resulting document is a draft for further discussion and consideration.

Recommendation

This is an information and discussion item which requires no further action until the August, 2009 meeting where the final FY 2010 Strategic Plan will be adopted.

TAB 4 ATTACHMENT A
FY 2010 PLAN DRAFT

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

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

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

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

B. Increase reliability of the network to 99.999%.

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

C. Increase network capacity by upgrading remaining higher education campuses and secondary schools to high speed broadband connectivity.

1. Continue toward completion of phase 6 Ethernet projects (K-12) in close partnership with districts and charters.
2. Manage high bandwidth sites and provide additional resources allowed by UEN policy.
3. Continue to use E-Rate funds to develop broadband access throughout the state.
4. Explore additional needs for UEN Points of Presence (PoP) sites.
5. Continue to work with community networks to leverage network resources.
6. Encourage cooperation and foster relationships between local telephone companies and community networks.

D. Work with USOE and school district leaders to develop a strategy to provide high capacity network connections to remaining elementary schools.

1. Continue to work with Districts that have allocated funds for broadband elementary connectivity.
2. Continue to work with the State Office of Education and Districts to outline a multi-phase project plan for future upgrades in broadband to elementary schools.

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

1. Post and share collaborative tools.

F. Expand Internet capacity to meet growth in network traffic.

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

G. Protect the network through improved security and security practices.

1. Continue UtahSAINT user group.
   a. Keep current and publish security contacts list.
   b. Conduct AdHoc Security calls.
   c. Plan and conduct one security conference per year (UtahSAINT).
   d. Support other State security activities.
   e. Develop single-issue forums for specific needs.

2. Provide leadership role for security expertise and assistance as required by districts and higher education institutions.
   a. Work with Regional Service Centers to perform Network Security Assessments on school districts.
   b. Assist with security configuration and design.
   c. Provide security monitoring and reports.

3. Work with Steering Committee to develop security policies.
4. Continue to develop security monitoring tools.
5. Work with state CIO and institutions to support USHE security audits as required.

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

1. Continue participation in national and regional network partnerships (Internet 2, National Lambda Rail, The Quilt, and Western Lights).
2. Continue to work within the SURIN Board as directed by the UEN Steering Committee.
3. Provision network to accommodate research requirements.
4. Work with UDOT and DTS to place fiber between UofU and USU to support research.

5. Investigate UEN's role in USTAR project.
6. Support development of Utah Fiber Infrastructure Project.
7. Assist UofU as technical resource in the planning and development of their new data center.

I. Provide technical leadership and staff/stakeholder development.

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

II. EDUCATIONAL WEB RESOURCES
Aggregate and deliver a suite of free high quality Web-based educational resources to support core services and best practices in teaching and learning.

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

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

1. Move uen.org to new hardware.
2. Review and update code on legacy applications.
3. Coordinate lesson plan development and publishing with USOE.
4. Expand and maintain core curriculum resource database.
5. Conduct website and link clean-up.
6. Update my.uen portal software.
7. Create Core Management interface to update the core database.
8. Expand Tech Services Projects Interface to include Regional Priorities.

B. Develop and implement new and expanded web resources.

1. Complete Professional Development Management "My Courses" tool – including Premium Registration.
2. Expand CACTUS interface as defined by USOE.
3. Launch blog portlets for my.uen.
4. Consult with USOE on development of an online interface to share instructional resources.

5. Develop web modules with educational resources that end users can drop onto their web pages.

6. Integrate WIMBA Voice with my.uen for K12.

7. Increase user interactivity on uen.org.

8. Improve and expand NetSafeUtah and Financial Literacy web sites (pending grant results).

9. Develop Climate Literacy website (pending grant results).

10. Create web interface for Higher Education Math/Science Education project.

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

1. Discuss, plan, and develop promotion and communication at the monthly Instructional Services/Public Communication Coordination meeting.

2. Produce and distribute NetNews Newsletters for public education and higher education.

3. Promote UEN's key services and resources in a variety of ways.

4. Increase readership of enewsletters by 10% and click throughs by 5%.

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

1. Gather, review, and post monthly web statistics.

2. Sunset obsolete web services in accordance with established policies.

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

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

A. Host, support and maintain existing enterprise solutions.

1. Support license, host, and promote Pioneer library, Preschool Pioneer, CMS and associated software, eMedia/CollegeMedia, and Moodle for Utah Electronic High School.

2. Provide support escalation between vendors and institutions as needed.

3. Review and update service level agreements with CMS hosted institutions.

4. Support and facilitate inter-institution collaboration with shared online content.

5. Ingest and catalog UIMC, KUED, and UEN media assets; maintain existing assets.

B. Expand existing service functionality or implement new enterprise solutions services to meet stakeholder needs.

1. Install Flash I-Piece. Make necessary changes to system and metadata model.

2. Develop federated searching of eMedia using Primo.

3. Facilitate discussion of CMS alternatives for higher education and K-12 communities.

4. Install additional hardware infrastructure to support increased CMS load.

5. Explore Vista single sign-on via Luminus campus portal for SLCC, CEU, Snow, and Dixie.

6. Redesign and publish a Vista-admin support webpage and knowledge base.

7. Explore WIMBA & IVC interoperability.

8. Explore phone bridge options for K12 WIMBA.

9. Install and train key UEN staff on TeleScope integration broker, to allow integration with the PBS EDCAR media-sharing project in addition to other online libraries.

10. Expand the Utah DMS assets through collaboration with PBS and other stations/services

11. Develop North Plains customization for permanent links to individual assets.

12. Implement adding closed captions into video encoding workflow.

13. Define UEN's role and support for USU Open Courseware initiative.

14. Plan and design DMS / my.uen integration.

15. Pursue DMS integration with Course Management Service in partnership with North Plains, Equella, and the University of Utah.

16. Complete Preschool Pioneer evaluation in coordination with Advisory Group.

C. Increase awareness and use of enterprise services. Provide service reports.

1. Support the Pioneer Library advocates, promotion, and outreach.

2. Continue developing Vista report generation capabilities for hosted institutions.

3. Pilot test, design, and deliver tools at open house events in coordination with institutions.

4. Redesign and maintain a DMS service basic information webpage.

5. Publish RSS announcements of features and new content available via the DMS.

6. Provide and publish quarterly reports on DMS access and media download activity.

7. Design and publish training materials for DMS, including video tutorials to assist users in troubleshooting common problems.

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

1. Explore feasability of centrally hosting campus SIS such as Banner.

2. Research consortium licensing for tools to create standards-based portable learning content.

3. Foster collaboration and information sharing with other state networks around the topic of centrally hosted enterprise services.

4. Explore single sign-on technologies and standards and what roles UEN could serve in identity management.

5. Assist USHE CIO's and TCC to evaluate centrally managed disaster recovery services and the role UEN should perform in providing that service.

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

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

A. Support and maintain core IVC systems.

1. Continue to improve technical support and efficiency in Technical Services Support Center (formerly VOC).
2. Maintain certifications, validations, inventory and equipment documentation.
3. Provide training and applications for delivery services and content services.
4. Update and keep current web pages for IVC.
5. Upgrade site equipment when applicable to comply with current standards.
6. Continue support of course scheduling process.
7. Obtain IVC server provider status.
8. Continue to support UEN Distance Education Catalog.

B. Research, design, and implement new Distance Educatioin integrated resources.

1. Continue to evaluate new and emerging video technologies.
2. Enable extension of both IVC and desktop conferencing solutions.
3. Continue efforts to integrate IVC and WIMBA resources.
4. Integrate IVC and Course Management System, eMedia, eCollege Media, and other application technologies.
5. Provide engineeer resources and lab for testing new technologies.
6. Evaluate interactive media for integration into Distance Education.

C. Revise IVC policies, develop operational practices and procedures to reflect new technical systems.

1. Increase internal communication, project management, and coordination.
2. Create UEN Steering Committee advisory group to consider and review relevant issues.
3. Develop and support IVC purchasing/vendor/stakeholder project agreements.
4. Continue assignment of billing and facilitation responsibilities to ready individual institutions.
5. Create internal UEN Distance Education Management team.

D. Promote new and existing UEN IVC services through outreach, special events and media.

1. Increase school district Technical Coordinators' and educators' understanding of Interactive Video Conferencing Services to improve satisfaction with use of system.
2. Continue transition from current funding practices for IVC equipment and circuits to site based funding mechanisms.
3. Provide and distribute new applications for HDTV.

4. Promote IVC and increase advocacy for IVC on Steering Committee and elsewhere across state.

5. Participate in faculty support open houses highlighting IVC services and tools on campuses.

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

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

A. Continue programming and outreach for education stakeholder groups.

1. Program blocks and interstitials for targeted areas.

2. Conduct research into the use of the channel by teachers, students and general viewers.

3. Support high need academic programming and outreach (adult basic ed., job training, child care, educational technology, teacher licensing, STEM).

4. Enable and encourage locally produced programs, particularly students and teachers.

5. Develop and support more statewide partnership-specific programs.

B. Implement new projects to support educational programming and outreach.

1. Utilize broadcast airwaves to promote UEN services and increase channel promotion.

2. Coordinate screening events with institutions, departments, and community partners; report on the results of these events.

C. Support broadcast engineering infrastructure.

1. Expand digital translator system.

2. Move toward tapeless MassTech system.

3. Implement Next Generation Interconnection System (NGIS).

D. Manage station administrative projects; document and report on results.

1. Coordinate with national programming consortia and affinity groups.

2. Continue cable relations for carriage of UEN-TV digital channels.

3. Manage grant projects (Internet Safety, STEM, Financial Literacy, etc.).

VI. PROFESSIONAL DEVELOPMENT
Provide cost effective development opportunities to improve the quality of K-20.

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

A. Assess and respond to changing technology professional development needs.

1. Teach classes and report participation statistics.

2. Develop new courses.

3. Increase video tutorials, increase visibility of staff my.uen web pages for course resources.

4. Survey participants on 6-12 month outcomes of their course participation.

5. Re-design professional development home page for more participant input and interactivity.

B. Implement non-traditional methods for providing technology integration professional development.

1. Develop use of WIMBA to manage online courses more effectively.

2. Incorporate "office hours" using WIMBA.

3. Increase interactivity in online courses without increasing facilitator time commitment.

4. Create new online course model for instruction about Wimba targeted for higher education.

C. Maximize use of current communication channels and develop additional audiences.

1. Develop "viral marketing" using 2.0 tools.

2. Develop tech minute videos for broadcast and web sharing.

3. Explore course rating and recommendation system for incorporation in PDMS.

4. Explore working with public libraries to inform more educators about professional development.

VII. GOVERNANCE AND ACCOUNTABILITY
Coordinate educational technology governance across the state, and be accountable to our stakeholders.

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

A. Coordinate UEN Steering Committee, subcommittee, advisory committee and constituent meetings.

1. Involve broad representation when making network/system decisions.

2. Regularly update the UEN policy manual.

B. Request new funding for UEN priorities and maximize state funds through external grants, E-Rate, and federal stimulus monies.

1. Develop briefing papers and documents in support of funding requests.

2. Seek grant and foundation funds; coordinate these projects with stakeholders as appropriate.

3. Coordinate E-Rate process with SLD, K-12 Districts, Libraries, Head Start, and telecom providers.

4. Facilitate creation of Higher Education purchasing group - libraries, IT, education, E-Media.

5. Seek out and foster readimade funding partnerships.

6. Match federal stimulus funding opportunities to local needs.

C. Track UEN performance, projects, and services and communicate with stakeholders concerning our progress.

1. Provide monthly and quarterly performance dashboards to Steering Committee and to public and higher education regional, district, and campus level entities.

2. Report monthly statistics on use of UEN WAN, Web Services, IVC, Enterprise Applications, Professional Development.

3. Assure the UEN Service Level and Connection Agreements with stakeholder groups are in place and current.

4. Highlight UEN services and tools at faculty open houses on campuses.

5. Focus on promoting UEN successes with Steering Committee and with education and community partners.

D. Increase internal communication, project management and coordination of services.

1. Hold bi-monthly managers meetings, weekly executive meetings, and project team meetings to improve cross-department communication.

2. Build skills and knowledge of UEN staff through professional development, industry publications, conferences, workshops and membership in professional organizations.

T A B **5**

FY 2010 BUDGET - ACTION

Issue

The FY 2010 UEN Budget is ready for approval by the UEN Steering Committee at its June 26th meeting.

Background

The UEN FY 2010 budget reflects a significant decrease in on-going state appropriations and an increase in federal E-Rate reimbursements. In FY 2009, UEN had a $1.8 million reduction in the state appropriations base budget. In FY 2010 UEN experienced an additional cut of $3.3 million, but the cut was backfilled with $1.5 million in one-time money. UEN's FY 2011 base on-going budget will be reduced by the $1.5 million backfill. In FY 2011, the base budget will be $17.4 million.

Detailed information about the FY 2010 budget is provided in Attachment A following this memorandum. The attachment summarizes revenue sources used to fund the budget and expenditures by specific program areas.

Policy Considerations

Major FY 2010 budget policy considerations focus on (1) revenues that are available and restrictions that limit the uses of particular revenue sources, (2) major expenditure choices, and (3) overall budget reductions.

1. Income

Total revenues on which the FY 2010 budget is based are projected at $31.2 million. A detailed listing of all revenue sources for the FY 2010 budget is provided on page 2 of Attachment A. Income sources and expenses since FY 2007 are summarized in Table 1, and growth trends in major revenue sources during this period are graphically illustrated in Chart 1.

Table 1

UEN - INCOME	FY 2007	FY 2008	FY 2009	FY 2010
State Funding: On-going	17,493,900	19,831,700	19,394,000	18,949,000
State Funding: One-time	2,500,000	3,595,000	1,280,000	0
Federal E-Rate	7,326,450	8,000,000	8,596,800	9,200,000
Community Service Grant	2,518,264	2,431,287	2,250,000	2,500,000
Grant Income	534,630	507,894	39,412	42,713
Other Income	0	1,540,401	4,225,527	570,200
TOTALS	**$30,373,244**	**$35,906,282**	**$35,785,739**	**$31,261,913**

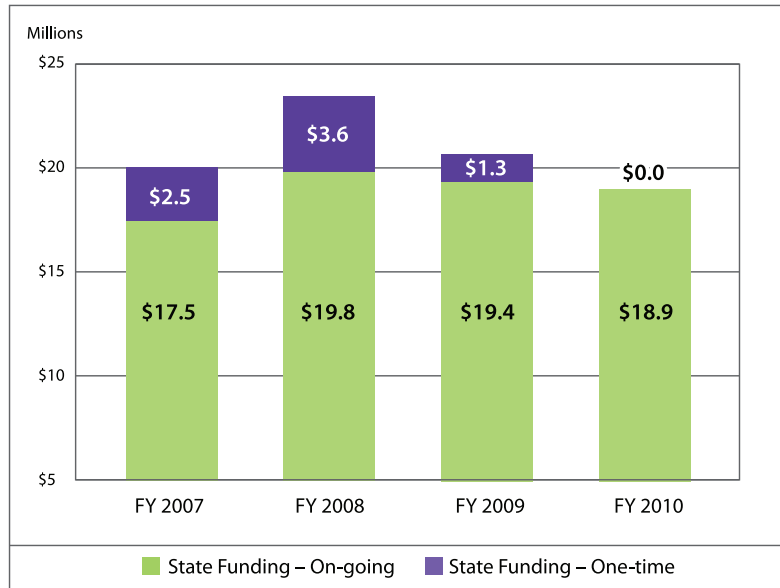| UEN - EXPENSES				
Personnel	8,295,108	9,914,000	10,016,775	9,322,381
Circuits	10,891,464	13,010,874	13,383,283	14,765,400
Capital Equipment	4,154,845	4,260,800	4,660,300	3,526,684
Other	7,031,827	8,720,608	7,725,381	3,647,448
TOTALS	**$30,373,244**	**$35,906,282**	**$35,785,739**	**$31,261,913**

The growth trends in UEN during this period are graphically illustrated in Chart 1.

Chart 1 : Budget Summary Trends
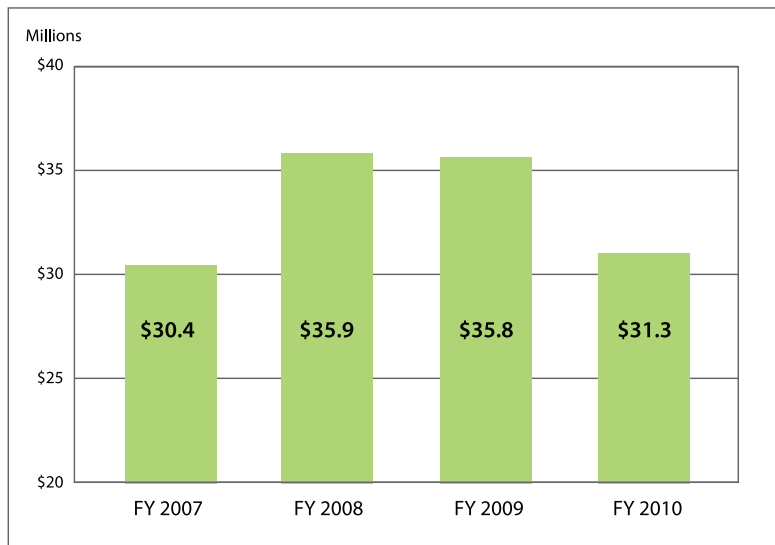
State appropriations for FY 2010 total $18.9 million. Compared to FY 2009 on-going State funds decreased by $0.5 million and one-time appropriations decreased $1.3 million. Chart 2 reflects the history of Legislative funding to UEN from FY 2007.
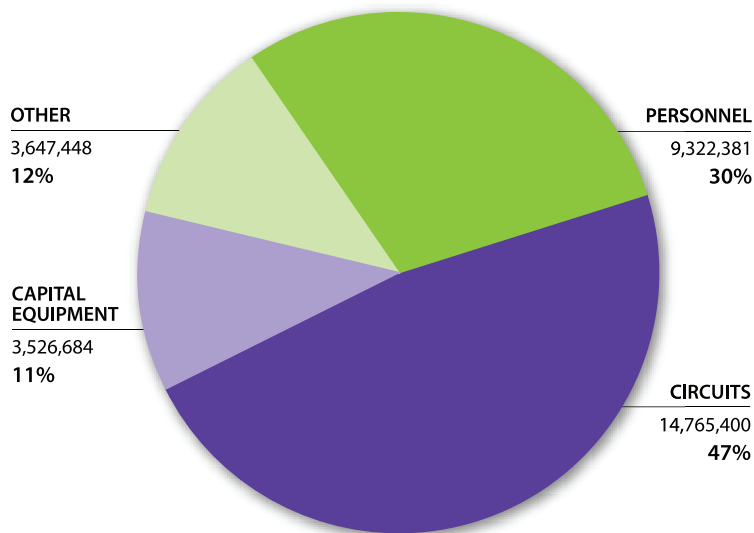
Chart 2: UEN State Funding – On-going vs. One-time

Millions

	FY 2007	FY 2008	FY 2009	FY 2010
State Funding – One-time	$2.5	$3.6	$1.3	$0.0
State Funding – On-going	$17.5	$19.8	$19.4	$18.9

Legend: ■ State Funding – On-going ■ State Funding – One-time

2. Major Expenditure Choices

Specific departmental budget recommendations are summarized on Page 1 of Attachment A, and detailed budget proposals are outlined on Pages 3-24. The following chart illustrates the distribution of funds to the major expense categories in the FY 2010 Budget.

Chart 3: UEN Expenses 2010

OTHER
3,647,448
12%

PERSONNEL
9,322,381
30%

CAPITAL
EQUIPMENT
3,526,684
**11%**

CIRCUITS
14,765,400
47%

15

Major decisions reflected in departmental budgets are as follows:

1. UEN has had a reduction in staff by 12 FTE's. This was achieved eliminating open positions, not replacing staff who left the organization, and conducting a reduction in force in one UEN department.

2. Nearly all departmental operating budgets reduced their professional development by 50% and will delay equipment replacement.

3. The circuit budget pays for all network contracts with telecommunications providers, and will be $14.8 million in FY 2010. That budget will now comprise about 47% of our total budget and has been increased by $1.4 million from FY 2009 to FY 2010. (See Chart 4).

The growth of the circuit budget is the result of the dramatic increase in the capacity of the network backbone and connections to universities, colleges, district offices, secondary schools, and some elementary and charter schools. During the four year period since FY 2007, circuit charge costs have increased 35.8 %. UEN will upgrade network bandwidth to 100 MBPS at 85 elementary and charter schools and will be responsible for paying one-third of the ongoing circuit charges at those schools.

Chart 4: Growth in Circuit Budget
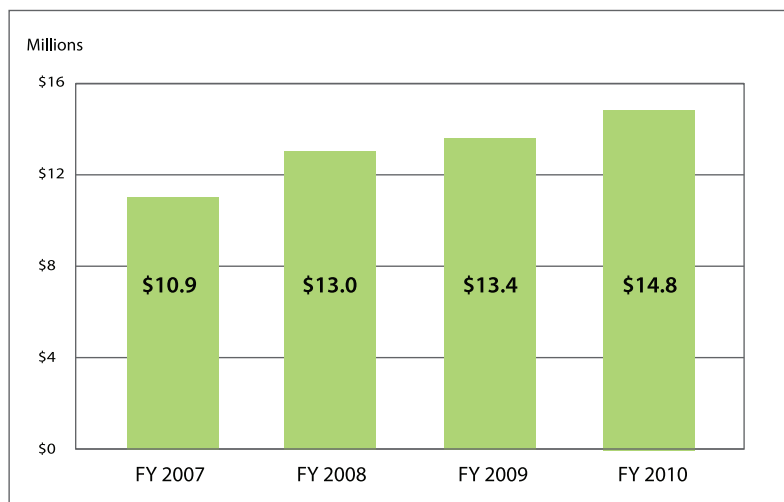
4. In FY 2010, UEN will increase Internet capacity to 10 GBPS through consolidating existing Gigabit Internet connections. Economic conditions and the level of bandwidth that was purchased will lower Internet cost per megabit by roughly 50%. The new configuration will provide sufficient bandwidth for the next two years and lower operating cost by $60,000.

5. UEN provides connectivity to both the National Lambda Rail (NLR) and Internet2, which directly benefits the researchers at the University of Utah, Utah State University and other colleges, universities, and K-12 schools through UEN-paid membership in the Internet2 SEGP program. In FY 2010, ongoing operational fees to participate in NLR and Internet 2 will cost $312,000.

6. Site support for Southern Utah University, Davis Applied Technology, College of Eastern Utah –Price, College of Eastern Utah -San Juan, Utah Valley University, and Salt Lake Community College was eliminated from the 2010 budget.

7. Regional Help Desk and Regional Training Support funding was reduced nine percent.

8. The Course Management System (CMS) budget is $1.24 million. This budget's ongoing and one-time funds pay for licensing, staff, and equipment expenditures to provide hosting support for USU, UVU, Dixie State, Snow College, College of Eastern Utah, SLCC, and UCAT.

9. USOE training specialist position was eliminated from the 2010 UEN budget.

3. Budget Reductions

Programmatic reductions in operating budgets are summarized in Table 2 and reflect losses of one-time funds and on-going State Appropriations compared to FY 2009.

Table 2: Changes in Funding from FY 2009 to FY 2010, by Programmatic Area

PROGRAMMIC AREA	INCREASE OR DECREASE IN FUNDING
Technical Services	($2,561,889)
Instructional Services	(270,547)
Administration	(98,553)
KUEN	(534,603)
O & M, Reserves	(781,298)
Pass through to Regional Service Centers	(52,042)
Pass through to USOE	(70,333)
Public Information	(42,661)
Other grants	(111,900)
Total Funding Change, FY 2009 to FY 2010	**($4,523,826)**

The priority of particular programs is indicated by the percentage of available state appropriations that each program will receive during FY 2010. Table 3 ranks program areas according to the percentage of total state appropriations they receive. There is limited discretion on usage of most other revenue sources, so grants, E-Rate reimbursements, and other revenue sources are not reflected in the table.

Table 3: Percentage of State Appropriations Received by Program Areas, FY 2010

PROGRAM AREA	STATE APPROPRIATION	PERCENT OF TOTAL
Technical Services	$13,701,082	72.31%
Instructional Services	1,712,940	9.04%
UEN-USU IVC	805,000	4.25%
Administration	999,276	5.27%
Regional Service Centers	526,204	2.78%
O & M, Reserves	894,951	4.72%
KUEN	247,547	1.31%
Public Information	62,000	0.33%
Total State Appropriations	**$18,949,000**	**100.00%**

Recommendation

It is recommended that the UEN Steering Committee review and approve the FY 2010 UEN Budget.

TAB 5 ATTACHMENT A

A SUMMARY OF REVENUE SOURCES AND EXPENDITURES
BY SPECIFIC PROGRAM AREAS

UTAH EDUCATION NETWORK
BUDGET FY 2010 – SUMMARY

DEPARTMENT	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC
Administration	2,180,096	2,081,543	(98,553)	-4.5%
Public Information / Communications	299,734	257,073	(42,661)	-14.2%
Technical Services				
Operations	14,329,642	15,057,781	728,139	5.1%
Network Operations Center	1,191,473	1,184,064	(7,409)	-0.6%
Network Engineer	882,260	753,399	(128,861)	-14.6%
Field Operations	1,693,612	1,586,180	(107,432)	-6.3%
Applications Engineer	1,756,319	553,007	(1,203,312)	-68.5%
FY09 UEN Special Project Account	1,540,281	-	(1,540,281)	-100.0%
Technical Services Planning	279,647	267,299	(12,348)	-4.4%
Security	326,183	315,140	(11,043)	-3.4%
Enterprise Applications Support	908,008	839,838	(68,170)	-7.5%
Course Management Systems	1,374,484	1,243,252	(131,232)	-9.5%
NLR/Internet 2	312,000	312,000	-	0.0%
Software Development	754,226	736,912	(17,314)	-2.3%
Video Operations	1,233,785	1,172,781	(61,004)	-4.9%
Advocates (Dist. Ed. Serv.)	199,705	177,284	(22,421)	-11.2%
Scheduling	101,599	97,596	(4,003)	-3.9%
Instructional Services				
IS Grants	19,167	-	(19,167)	-100.0%
KUEN - Programming	536,821	514,821	(22,000)	-4.1%
Operations	1,059,919	894,812	(165,107)	-15.6%
Web Resources	729,007	611,243	(117,764)	-16.2%
Professional Development	966,263	922,181	(44,082)	-4.6%
Other				
KUEN Broadcast Engineering	549,346	481,043	(68,303)	-12.4%
KUEN DTV Conversion	601,300	135,000	(466,300)	-77.5%
Operations and Maintenance	1,806,249	1,024,951	(781,298)	-43.3%
YIC, Little Bites, Big Steps & Proj. Archaeology	37,141	-	(37,141)	-100.0%
Internet Safety II (8E02)	87,889	42,713	(45,176)	-51.4%
Water Wise Utah	29,583	-	(29,583)	-100.0%
TOTAL EXPENSES	$ 35,785,739	$ 31,261,913	$ (4,523,826)	-12.6%
TOTAL INCOME	$ 35,785,739	$ 31,261,913	$ (4,523,826)	-12.6%
BALANCE (INCOME LESS EXPENSES)	$ -	$ -	$ -	----

UTAH EDUCATION NETWORK
BUDGET FY 2010 – INCOME

SOURCES OF INCOME	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC
STATE APPROPRIATIONS				
UEN Legislative Funding (On-Going)	18,494,000	18,949,000	(1,725,000)	2.5%
10 Gig one time	200,000			-100.0%
10 Gig on going	200,000			-100.0%
Elementary/Charter School (One-Time)	500,000			-100.0%
Elementary/Charter School (On-going)	700,000			-100.0%
Disaster Recovery Richfield Data Center (One-time)	380,000			-100.0%
CMS - UofU (One-Time)	200,000			-100.0%
INTEREST INCOME				
KUEN/EDNET/UtahLINK	100,000	100,000	-	0.0%
CARRY FORWARD				
KUEN Funds Allocated for DTV	466,300		(466,300)	-100.0%
FY08 UEN Special Project - work-in-process	1,000,281		(1,000,281)	-100.0%
Operating Carry Forward	600,000		(600,000)	-100.0%
IS Grant: Intel Grant - Classic	19,168		(19,168)	-100.0%
IS Pro Dev: Integrating Tech	40,000		(40,000)	-100.0%
WaterWise Match	12,634		(12,634)	-100.0%
IS - Operations USOE	5,000		(5,000)	-100.0%
Office Remodel	48,844		(48,844)	-100.0%
KUEN Program Purchases	43,218		(43,218)	-100.0%
Firestone Grant	1,161		(1,161)	-100.0%
Reading First	32,202		(32,202)	-100.0%
Internet Safety Grant	7,711		(7,711)	-100.0%
Little Bites Big Steps	7,058		(7,058)	-100.0%
IPV Video/MCU's Prior year one time	1,053,015		(1,053,015)	-100.0%
Operating Funds	108,013		(108,013)	-100.0%
CORPORATION FOR PUBLIC BROADCASTING				
Community Service Grant	2,225,000	2,500,000	275,000	12.4%
KUED DIRECT SUPPORT				
Training & Content	22,530		(22,530)	-100.0%
GRANT INCOME				
USOE and UIMC FY 08	22,530		(22,530)	-100.0%
USOE and UIMC FY 09	22,530	22,530	-	0.0%
Bridgestone/Firestone Trust	7,700		(7,700)	-100.0%
Distance Service Grant FY08	44,000	44,000	-	0.0%
Youth in Custody (YIC) USOE + CPB	69,861		(69,861)	-100.0%
Internet Safety Project SECP 8	80,165		(80,165)	-100.0%
Internet Safety Project 9		42,713	42,713	
Water Wise Utah	26,968		(26,968)	-100.0%
Project Archaeology	17,500		(17,500)	-100.0%
OTHER INCOME				
CMS REIMBURSEMENT (WebCT)	247,670	247,670	-	0.0%
Universal Service Fund Discounts	8,596,800	9,200,000	603,200	7.0%
Dutch John Rental	4,000	4,000	-	0.0%
Service Income from EDNET	10,000		(10,000)	-100.0%
ITS Internet Access		60,000	60,000	-----
Library Internet Access	21,000	21,000	-	0.0%
Idaho State University Internet 1		10,000	10,000	-----
Misc. Other	80,310		(80,310)	-100.0%
COMPUTER OPERATIONS				
UNIX/Enterprise Support (Bryan Peterson)				
KUED	35,522	30,000	(5,522)	-15.5%
KUER	12,151	12,000	(151)	-1.2%
Media Solutions	20,897	19,000	(1,897)	-9.1%
TOTAL	**35,785,739**	**31,261,913**	**(4,523,826)**	**-12.6%**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
ADMINISTRATION

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses			Total On-Going
					State Approp.	CSG	Other	
Personnel	1,221,996	1,250,201	28,205	2.3%	375,934	874,267		1,250,201
Auditor	32,000	32,000	-	0.0%			32,000	32,000
Supplies	45,500	25,000	(20,500)	-45.1%			25,000	25,000
Phones	91,775	91,775	-	0.0%			91,775	91,775
Professional Development	25,200	12,000	(13,200)	-52.4%			12,000	12,000
Equipment	7,500	5,000	(2,500)	-33.3%			5,000	5,000
Reading First Project	32,202	-	(32,202)	-100.0%				-
Office Remodel Expenses	33,844	-	(33,844)	-100.0%				-
Employee Recruitment	1,000	1,000	-	0.0%			1,000	1,000
In-state Travel	3,000	3,000	-	0.0%			3,000	3,000
Legal Fees/Consulting	10,000	5,000	(5,000)	-50.0%			5,000	5,000
Tech Administration	236,090	238,977	2,887	1.2%	238,977			238,977
Tech Admin. Travel & Prof. Devel.	9,000	7,000	(2,000)	-22.2%			7,000	7,000
Instructional Services Administration	204,989	206,210	1,221	0.6%	185,985		20,225	206,210
I.S. Travel & Prof. Devel.	8,000	6,000	(2,000)	-25.0%			6,000	6,000
Office of Info. Tech.	218,000	198,380	(19,620)	-9.0%	198,380			198,380
TOTAL	2,180,096	2,081,543	(98,553)	-4.5%	999,276	874,267	208,000	2,081,543

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
PUBLIC INFORMATION/COMMUNICATIONS

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses		
					State Approp.	CSG	Total On-Going
Personnel	188,484	189,073	589	0.3%		189,073	189,073
Advertising	26,500	10,000	(16,500)	-62.3%	10,000		10,000
Other Print Advertising / Materials	28,250	18,000	(10,250)	-36.3%	18,000		18,000
Professional Development	8,250	5,000	(3,250)	-39.4%	5,000		5,000
In-state Travel	1,000	1,000	-	0.0%	1,000		1,000
Equipment	4,100	2,000	(2,100)	-51.2%	2,000		2,000
Supplies	12,150	8,000	(4,150)	-34.2%	8,000		8,000
Non - Broadcast Promotions	19,500	16,000	(3,500)	-17.9%	16,000		16,000
Special Events	11,500	8,000	(3,500)	-30.4%	2,000	6,000	8,000
TOTAL	299,734	257,073	(42,661)	-14.2%	62,000	195,073	257,073

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
OPERATIONS - Jim Stewart

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses E-rate Plus Internet Reimb.	State Approp.	Total On-Going
EDNET Site Support							
Southern Utah University	45,000	-	(45,000)	-100.0%			-
Davis Applied Technology Center	20,000	-	(20,000)	-100.0%			-
College of Eastern Utah - Price	30,000	-	(30,000)	-100.0%			-
College of Eastern Utah - San Juan	30,000	-	(30,000)	-100.0%			-
Utah Valley University	45,000	-	(45,000)	-100.0%			-
Salt Lake Community College	45,000	-	(45,000)	-100.0%			-
PIUTE & WAYNE	10,000	-	(10,000)	-100.0%			-
Regional Help Desk Support							
NUES, CUES, SESC, SEDC	275,583	250,781	(24,802)	-9.0%		250,781	250,781
Supplies	5,000	5,000	-	0.0%		5,000	5,000
Internet Access	1,025,000	965,000	(60,000)	-5.9%	31,000	934,000	965,000
Circuit Charges	12,562,058	13,800,000	1,237,942	9.9%	9,200,000	4,600,000	13,800,000
Ongoing 10 Gig	50,000	-	(50,000)	-100.0%			-
One Time 10 Gig	150,000	-	(150,000)	-100.0%			-
Statewide Dial-in Network Services	15,000	15,000	-	0.0%		15,000	15,000
Remote Access (Pagers/Cell Phones)	22,000	22,000	-	0.0%		22,000	22,000
TOTAL	14,329,641	15,057,781	728,140	5.1%	9,231,000	5,826,781	15,057,781

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
NETWORK OPERATIONS CENTER

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	489,973	491,564	1,591	0.3%	491,564
Staff Equipment	7,500	6,000	(1,500)	-20.0%	6,000
Professional Development & Out of State Travel	19,000	15,000	(4,000)	-21.1%	15,000
Equipment - HUB & End Site Maintenance	210,000	210,000	-	0.0%	210,000
Maintenance & Renewals	210,800	210,000	(800)	-0.4%	210,000
Network Tools & Monitoring	120,000	120,000	-	0.0%	120,000
Network Filtering	110,000	110,000	-	0.0%	110,000
Supplies	5,000	4,000	(1,000)	-20.0%	4,000
Travel (In-State)	3,000	2,500	(500)	-16.7%	2,500
Remote Access / Cell & Pager	16,200	15,000	(1,200)	-7.4%	15,000
TOTAL	**1,191,473**	**1,184,064**	**(7,409)**	**-0.6%**	**1,184,064**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
NETWORK ENGINEERING

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	797,760	694,899	(102,861)	-12.9%	694,899
In-State Travel	6,000	4,000	(2,000)	-33.3%	4,000
Equipment	7,000	5,000	(2,000)	-28.6%	5,000
Supplies (Misc. Staff Equip, Lab Support)	1,000	1,000	-	0.0%	1,000
Professional Development	37,000	25,000	(12,000)	-32.4%	25,000
Network Lab	20,000	10,000	(10,000)	-50.0%	10,000
Remote Access / Cell & Pager	13,500	13,500	-	0.0%	13,500
TOTAL	**882,260**	**753,399**	**(128,861)**	**-14.6%**	**753,399**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
FIELD OPERATIONS - Don Mahaffey

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	866,706	804,475	(62,231)	-7.2%	804,475
Inventory Specialist	-	61,863	61,863	-----	61,863
USU/UEN IVC Virtual Budget /USU -Based Field Tech	75,334	79,203	3,869	5.1%	79,203
USU/UEN IVC Virtual Budget /EBC -Based Field Tech	81,103	82,170	1,067	1.3%	82,170
Field Staff	25,969	55,969	30,000	115.5%	55,969
Equipment--Hub & End Site Development	270,000	250,000	(20,000)	-7.4%	250,000
Professional Development	18,000	14,000	(4,000)	-22.2%	14,000
In-state Travel (Network Maintenance)	37,500	37,500	-	0.0%	37,500
Vehicle Maintainance	46,000	46,000	-	0.0%	46,000
USU/UEN IVC Virtual / Parts and Supplies	30,000	15,000	(15,000)	-50.0%	15,000
Leased Vehicles	20,000	20,000	-	0.0%	20,000
One Replacement Truck & 1/3 of San Juan Truck	25,000	-	(25,000)	-100.0%	-
One Replacement Snowmobile	8,000	-	(8,000)	-100.0%	-
Contracted Services	5,000	5,000	-	0.0%	5,000
Supplies	35,000	30,000	(5,000)	-14.3%	30,000
Staff Support Equipment	50,000	25,000	(25,000)	-50.0%	25,000
USU/UEN IVC Virtual Budget/End Site Improvments	90,000	50,000	(40,000)	-44.4%	50,000
Equipment Room & Shop	10,000	10,000	-	0.0%	10,000
TOTAL	1,693,612	1,586,180	(107,432)	-6.3%	1,586,180

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
APPLICATION ENGINEERING

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	553,104	531,307	(21,797)	-3.9%	531,307
Software & Supplies	1,000	1,000	-	0.0%	1,000
In-State Travel	1,700	1,700	-	0.0%	1,700
Equipment	8,500	6,000	(2,500)	-29.4%	6,000
Supplies (Misc. Staff Equip, Lab Support)	4,000	3,000	(1,000)	-25.0%	3,000
Professional Development	12,000	10,000	(2,000)	-16.7%	10,000
HD- Lab	12,000	-	(12,000)	-100.0%	
Technical Services Summer BBQ	1,000	-	(1,000)	-100.0%	
USU/UEN IVC Virtual Budget/ MCU	110,000	-	(110,000)	-100.0%	
MCU Purchases Carryforward from FY08	1,053,015	-	(1,053,015)	-100.0%	
TOTAL	1,756,319	553,007	(1,203,312)	-68.5%	553,007

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
UEN SPECIAL PROJECTS

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	One-Time		
					State Approp.	E-Rate	Total Expenses (Less E-Rate)
FY08 Phase 4.75 and FY07 Carryforward Phase 3 & 4	1,000,281	-	(1,000,281)	-100.0%	-	-	-
Elementary/Charter One Time	360,000	-	(360,000)	-100.0%		-	-
Disaster Recovery Center- Richfield	180,000	-	(180,000)	-100.0%			-
TOTAL	1,540,281	-	(1,540,281)	-100.0%	-	-	-

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
TECHNICAL SERVICES PLANNING - Barry Bryson

					On-Going Expenses
BUDGET LINE ITEM	**ACTUAL BUDGET FY 2009**	**PROJECTED BUDGET FY 2010**	**CHANGE**	**% INC / DEC**	**State Approp.**
Personnel	250,837	244,489	(6,348)	-2.5%	244,489
Staff Equipment	3,000	2,000	(1,000)	-33.3%	2,000
Software & Supplies	1,250	1,000	(250)	-20.0%	1,000
In-State Travel	1,500	1,000	(500)	-33.3%	1,000
Supplies (Misc. Staff Equip, Lab Support)	1,250	-	(1,250)	-100.0%	-
Remote Phone/Pager Access	3,810	3,810	-	0.0%	3,810
Professional Development	7,000	5,000	(2,000)	-28.6%	5,000
Consulting Etc. (Real Server Licensing)	11,000	10,000	(1,000)	-9.1%	10,000
TOTAL	279,647	267,299	(12,348)	-4.4%	267,299

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
SECURITY - Troy Jessup

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	256,483	259,840	3,357	1.3%	259,840
Security Projects & Employee Equipment & Software	38,900	30,000	(8,900)	-22.9%	30,000
Staff Equipment	5,500	4,000	(1,500)	-27.3%	4,000
Professional Development	5,000	3,000	(2,000)	-40.0%	3,000
In State Travel	1,000	1,000	-	0.0%	1,000
Software Licensing	5,700	5,700	-	0.0%	5,700
UtahSaint Project	9,500	7,500	(2,000)	-21.1%	7,500
Phone / Pager Access	3,100	3,100	-	0.0%	3,100
Supplies	1,000	1,000	-	0.0%	1,000
TOTAL	**326,183**	**315,140**	**(11,043)**	**-3.4%**	**315,140**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
ENTERPRISE APPLICATIONS SUPPORT - Bryan Peterson

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses		
					State Approp.	Reimbursments	Total Expenses
Personnel	431,116	375,646	#REF!	-----	314,646	61,000	375,646
Hardware and Hardware Maintenance	222,157	222,157	#REF!	-----	222,157		222,157
Software and Software Maintenance	204,620	204,620	#REF!	-----	204,620		204,620
Supplies	17,200	12,500	#REF!	-----	12,500		12,500
Professional Development	18,000	10,000	#REF!	-----	10,000		10,000
Telecomm Costs / Dial-in Equipment	14,915	14,915	#REF!	-----	14,915		14,915
TOTAL	908,008	839,838	#REF!	-----	778,838	61,000	839,838

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
COURSE MANAGEMENT SYSTEMS - Bryan Peterson

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses			
					CSG	State Approp.	Reimbursements	Total Expenses
Personnel (NEW WEBCT PERSONNEL)	309,284	310,652	1,368	0.4%		310,652		310,652
Hardware and Hardware Maintenance	64,955	64,955	-	0.0%		64,955		64,955
Software and Software Maintenance	772,920	850,320	77,400	10.0%	602,650		247,670	850,320
Uof U Web CT Migration	200,000	-	(200,000)	-100.0%				-
Professional Development	22,000	12,000	(10,000)	-45.5%		12,000		12,000
Telcomm Costs/ Equipment	4,925	4,925	-	0.0%		4,925		4,925
Supplies	400	400	-	0.0%		400		400
TOTAL	1,374,484	1,243,252	(131,232)	-9.5%	602,650	392,932	247,670	1,243,252

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
RESEARCH NETWORK - Jim Stewart, Barry Bryson

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC.	On-Going Expenses State Approp.
NLR Fee (FRGP Fees & Equipment)	100,000	100,000	-	0.0%	100,000
Internet 2	100,000	100,000	-	0.0%	100,000
Support for New Hire S.Corbato	50,000	50,000	-	0.0%	50,000
NLR Local Loop	62,000	62,000	-	0.0%	62,000
TOTAL	312,000	312,000	-	0.0%	312,000

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
SOFTWARE DEVELOPMENT - Thomas Gourley

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	688,926	696,412	7,486	1.1%	696,412
Software and Software Maintenance	12,200	8,000	(4,200)	-34.4%	8,000
Equipment	7,500	5,000	(2,500)	-33.3%	5,000
Supplies	3,500	2,000	(1,500)	-42.9%	2,000
Professional Development	38,600	22,000	(16,600)	-43.0%	22,000
Remote Phone / Pager Access	3,500	3,500	-	0.0%	3,500
TOTAL	754,226	736,912	(17,314)	-2.3%	736,912

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
VIDEO OPERATIONS CENTER - Louie Valles

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel SLC VOC	271,253	315,682	44,429	16.4%	315,682
Personnel from IP Video USU/UEN	515,032	476,099	(38,933)	-7.6%	476,099
Parts & Supplies	4,500	4,500	-	----	4,500
Equipment	46,000	25,000	(21,000)	455.6%	25,000
Service Contracts Codecs/MCU	295,000	295,000	-	541.3%	295,000
Telephone and Support VOC/IP	21,000	21,000	-	-92.9%	21,000
Training (for Instructors)	25,000	-	(25,000)	-100.0%	-
In-state Travel	2,500	2,500	-	-90.0%	2,500
Vehicles for USU Base Field Tech	7,500	-	(7,500)	-100.0%	-
Operations Retreat	3,000	-	(3,000)	-100.0%	-
Telephones	8,000	8,000	-	0.0%	8,000
Professional Development	35,000	25,000	(10,000)	-28.6%	25,000
TOTAL	1,233,785	1,172,781	(61,004)	-4.9%	1,172,781

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
ADVOCATES - Barry Bryson

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	151,077	151,656	579	0.4%	151,656
Supplies	1,000	1,000	-	0.0%	1,000
Equipment	2,600	2,600	-	0.0%	2,600
Wi-Fi data cards	1,440	1,440	-	0.0%	1,440
Phones	2,088	2,088	-	0.0%	2,088
Professional Development	8,000	6,000	(2,000)	-25.0%	6,000
In-State Travel	12,500	12,500	-	0.0%	12,500
Regional Planning/ CustomerSupport	21,000	-	(21,000)	-100.0%	-
TOTAL	**199,705**	**177,284**	**(22,421)**	**-11.2%**	**177,284**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
LOGISTICS - Louie Valles

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	91,599	92,096	497	0.5%	92,096
Equipment & Office Supplies	3,500	2,000	(1,500)	-42.9%	2,000
Professional Development	5,000	3,000	(2,000)	-40.0%	3,000
In-state Travel	1,500	500	(1,000)	-66.7%	500
TOTAL	**101,599**	**97,596**	**(4,003)**	**-3.9%**	**97,596**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
I S GRANTS - Laura Hunter

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	Other
Intel Grant - CLASSIC	19,167	-	19,167	-100.0%	-
TOTAL	**19,167**	**-**	**19,167**	**-100.0%**	**-**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
KUEN PROGRAMMING - Laura Hunter

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	State Approp.	CSG	Total On-Going Expenses
						On-Going Expenses	
KUEN Program Purchases	307,921	287,921	(20,000)	-6.5%		287,921	287,921
KUEN On Air	18,500	16,500	(2,000)	-10.8%	16,500		16,500
UEN-TV Workshops	3,000	-	(3,000)	-100.0%			-
NETA Membership	11,600	11,600	-	0.0%	11,600		11,600
Videotape	13,000	13,000	-	0.0%	13,000		13,000
Interconnect Dues	46,000	46,000	-	0.0%	46,000		46,000
Dues/Fees, Wiche, PBMA	134,000	134,000	-	0.0%		134,000	134,000
Sched. Software	2,800	5,800	3,000	107.1%	5,800		5,800
TOTAL	**536,821**	**514,821**	**(22,000)**	**-4.1%**	**92,900**	**421,921**	**514,821**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
I S - OPERATIONS - Laura Hunter

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	State Approp.	USOE	Total On-Going Expenses
							On-Going Expenses
Personnel	928,516	840,542	(87,974)	-9.5%	818,012	22,530	840,542
Supplies	8,000	6,500	(1,500)	-18.8%	6,500		6,500
In-State Travel	3,000	3,000	-	0.0%	3,000		3,000
Leased Vehicles	1,770	1,770	-	0.0%	1,770		1,770
Professional Development	24,000	20,000	(4,000)	-16.7%	20,000		20,000
USOE Specialist	14,500	5,000	(9,500)	-65.5%	5,000		5,000
USOE Training Support	60,833	-	(60,833)	-100.0%			-
Equipment	8,300	7,000	(1,300)	-15.7%	7,000		7,000
Phones/Pagers	9,000	9,000	-	0.0%	9,000		9,000
Program Evaluations	2,000	2,000	-	0.0%	2,000		2,000
TOTAL	1,059,919	894,812	(165,107)	-15.6%	872,282	22,530	894,812

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
I S WEB RESOURCES - Laura Hunter

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	State Approp.	On-Going Expenses CSG	Total On-Going Expenses
Lesson Plans	15,000	7,500	(7,500)	-50.0%	7,500		7,500
Web Design & Maintenance	73,000	40,000	(33,000)	-45.2%	40,000		40,000
WEBCT Vista Support	4,000	2,000	(2,000)	-50.0%	2,000		2,000
Content Forum	2,000	1,500	(500)	-25.0%	1,500		1,500
Multimedia	500	-	(500)	-100.0%			-
Digital Media Services	73,800	50,000	(23,800)	-32.2%	50,000		50,000
Software (Pioneer Committee)	560,707	510,243	(50,464)	-9.0%		510,243	510,243
TOTAL	729,007	611,243	(117,764)	-16.2%	101,000	510,243	611,243

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
I S PROFESSIONAL DEVELOPMENT - Laura Hunter

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.
Personnel	575,000	581,058	6,058	1.1%	581,058
Professional Development	16,000	14,000	(2,000)	-12.5%	14,000
In-state Travel	6,000	6,000	-	0.0%	6,000
Leased Vehicles	8,000	8,000	-	0.0%	8,000
Phones	16,200	16,200	-	0.0%	16,200
Regional Training Specialists	302,663	275,423	(27,240)	-9.0%	275,423
Equipment	17,700	5,000	(12,700)	-71.8%	5,000
Software	4,500	4,500	-	0.0%	4,500
Workshop Supplies-Duplications/Mailings	15,200	12,000	(3,200)	-21.1%	12,000
ITC Workshops	5,000	-	(5,000)	-100.0%	-
TOTAL	966,263	922,181	(44,082)	-4.6%	922,181

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
KUEN Broadcast Engineering

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses		
					State Approp.	CSG	Total Expenses
Personnel	301,799	268,496	(33,303)	-11.0%		268,496	268,496
KUEN Transmitter	34,306	29,306	(5,000)	-14.6%	29,306		29,306
Service Contracts/Maintenance Agreements	27,379	17,379	(10,000)	-36.5%	17,379		17,379
Supplies/Repairs/Maintenance	15,000	15,000	-	0.0%	15,000		15,000
Statewide Distribution (KUEN Projects)	35,075	30,075	(5,000)	-14.3%	30,075		30,075
Statewide Distrib Base Budget (30%)	83,387	83,387	-	0.0%	83,387		83,387
Professional Development	15,000	10,000	(5,000)	-33.3%	10,000		10,000
Equipment	37,400	27,400	(10,000)	-26.7%	27,400		27,400
TOTAL	**549,346**	**481,043**	**(68,303)**	**-12.4%**	**212,547**	**268,496**	**481,043**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
KUEN DTV Conversion

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses		
					State Approp.	CSG	Total Expenses
DTV Utah Operating Costs	135,000	135,000	-	0.0%	35,000	100,000	135,000
DTV Conversion Project	466,300	-	(466,300)	-100.0%			
TOTAL	**601,300**	**135,000**	**(466,300)**	**-77.5%**	**35,000**	**100,000**	**135,000**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
Operations & Maintenance

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	On-Going Expenses State Approp.	CSG
Building Maintenance	110,000	110,000	-	0.0%	110,000	
EBC Computer Support	190,000	190,000	-	0.0%	190,000	
U of U Building O & M Expense	130,000	130,000	-	0.0%		130,000
Shared Grant Expenses	466,300	-	(466,300)	-100.0%		
UEN Operating Funds	909,949	594,951	(314,998)	-34.6%	594,951	
TOTAL	**1,806,249**	**1,024,951**	**(781,298)**	**-43.3%**	**894,951**	**130,000**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
Youth in Custody

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	Grants
Equipment	13,629		(13,629)	-100.0%	
TOTAL	**13,629**	**-**	**(13,629)**	**-100.0%**	**-**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
Little Bites, Big Steps

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	Grants
Service and Support Contracts	5,058	-	(5,058)	-100.0%	
Consulting	2,000	-	(2,000)	-100.0%	
TOTAL	**7,058**	**-**	**(7,058)**	**-100.0%**	**-**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
Project Archaeology

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	Grants
Creating Course / Consulting	6,454	-	(6,454)	-100.0%	
Supplies	7,800	-	(7,800)	-100.0%	
Professional Development	2,200	-	(2,200)	-100.0%	
TOTAL	**16,454**	**-**	**(16,454)**	**-100.0%**	**-**

UTAH EDUCATION NETWORK
FY 2010 BUDGET PLANNING
Internet Safety Project SEPC #8E02

BUDGET LINE ITEM	ACTUAL BUDGET FY 2009	PROJECTED BUDGET FY 2010	CHANGE	% INC / DEC	Grants
Personnel	47,672	42,713	(4,959)	-10.4%	42,713
Travel	7,997	-	(7,997)	-100.0%	
Equipment / Supplies / Operating	23,071	-	(23,071)	-100.0%	
Consultant / Contract	9,149	-	(9,149)	-100.0%	
TOTAL	87,889	42,713	(45,176)	-51.4%	42,713

Tab **6**

Internet Filtering - Action

Issue

Filtering issues have been at the forefront in recent months, creating a greater need for UEN to reiterate Filtering policies for UEN staff to follow, and recommended practices for school districts and local school boards to implement. Access to inappropriate material for minors on the network is a concern that must be kept in check through a coordinated effort that includes every level of educational technology governance – including the state, district, school, and individual classrooms and students.

Utah has a decentralized approach to filtering because we have a decentralized approach to education and educational technology. Just as UEN plays a key role in maintaining the wide area network and schools are responsible for their local network; filtering software and hardware are also decentralized with responsibility shared across all levels.

Background

UEN licenses a filtering product, 8e6, which can be locally customized and keeps our network E-Rate compliant. This filtering solution can be configured on a granular level as determined by local school boards. Any public education entity, library, or public higher education institution in the state that serves minors can be included under UEN's contract.

The UEN Steering Committee approved selection of the categories that are filtered in 2001 and again in 2006 when licensing the 8e6 product. The current 8e6 contract continues to June 30, 2010. 8e6 has been a valuable partner in providing filtering service to UEN and technical contacts in the districts, and provides regular communications, patches, and updates. Of course, the sophistication of these systems has increased significantly over the years, and UEN is monitoring this industry rigorously.

Institutions are responsible for maintaining the 8e6 hardware box, and the minimum configuration of software as recommended by UEN, the Steering Committee, and the vendor. Districts may opt to adjust the categories they filter at a local level. In some cases, school districts have opted for their own complete solution, and do not participate in the UEN state license of 8e6.

The filtering solution in Utah was developed by a filtering evaluation committee with representatives from each of the T Forums, and UEN Technical and Instructional services staff. Committee members pilot-tested three different filtering solutions and completed an evaluation matrix aligned to state purchasing requirements. The UEN Instructional Services Subcommittee reviewed several products in 2001 and selected

an industry list of filtered content categories for Utah schools (see Tab 6 Attachment A) that was later approved by the UEN Steering Committee. The current solution filters on these categories and others that have been developed and become more refined in recent years.

In 2006, the evaluation committee selected 8e6 over others based on the following criteria:

- Provides a comprehensive filtering list that is updated on a daily basis.

- Blocks a variety of protocols (e.g., FTP, instant messaging, peer-to-peer).

- Offers centralized management and decentralized management.

- Authenticates with various LDAP based directory services.

- Contains extensive reporting functionality.

- Offers increased override capabilities so libraries can remove filtering for adult patrons.

- Allows the local administrator to set limits on students attempting to access "unacceptable sites", a process called X-strikes.

Because this is a decentralized solution, effective implementation requires cooperation at the state, district, and local school level.

Filtering in Practice

In addition to licensing the hardware and software solution outlined above, UEN has taken active steps to assist districts and public charter schools as they implement filtering for their sites. UEN supports filtering implementation in the following ways:

- UEN maintains a filtering listserv where technical questions, updates, and configuration issues can be readily communicated with district technical staff.

- UEN staff have kept current on filtering issues by ongoing dialog with schools and others on the ground and industry leaders.

- The filtering software and new applications are constantly being evaluated so we continue to have the best application in the industry.

- UEN facilitates training for technical staff in local districts, such as hosting an engineer from 8e6 for onsite training at the Technical Summit on June 10.

- Filtering and security best practices are regularly presented at twice yearly professional development Technical Summits hosted by UEN, and UEN is often asked to address filtering issues at regional technology meetings or T Forums.

- At any time, an educator or administrator may contact UEN staff for assistance on a local filtering issue, and UEN is responsive to local questions and configurations.

- UEN hosts and maintains a filtering listserv to address questions, and 8e6 also has their own contact list where patches, known issues, and updates are delivered 2-3 times per month.

There is an established process for handling local configuration or filtering issues. Typically, district or school technology staff report an issue by placing a call into the

Network Operation Center (NOC). At which time a work ticket is opened and tracked. Tickets are usually resolved within 20 minutes to one working day, depending on the complexity of the issue. Local technical staff, though they are inundated with job responsibilities, can assist with this effort by assuring that filtering questions are reported and acted upon as soon as possible – sometimes UEN staff find out several days into the problem – where it could have been resolved in a timely way.

Of course, no software is 100% failsafe. UEN, with Steering Committee approval, has made a concerted effort to provide the best filtering software and hardware solution the industry has to offer, and continues to work with districts and schools to implement and monitor that solution effectively.

UEN and local school districts implement strong Acceptable Use Policies, signed by parents that also educate students about the use and misuse of the Network with punitive consequences. In every teacher professional development instance, UEN staff encourage active teaching methods where the purpose for using the Internet, the intended learning outcome, and the expected behavior are clearly outlined for students. The best deterrent to misuse is a carefully crafted learning experience that is so engaging, and with an active teaching presence, that students aren't left unsupervised to experiment with network filtering limits.

Policy Issues

Assuring a safe Internet experience for minors on the network is a shared responsibility. School Boards can assist by implementing local policies for filtering, technical training, Acceptable Use policies, and instructional practices – all local decisions.

UEN Steering Committee can assist by directing UEN staff to adhere to the following policy recommendations:

1. UEN staff will continue to maintain the best software and hardware solution in the industry, as determined through state procurement, and with the input of a broad spectrum of stakeholders.

2. UEN Steering Committee will continue to review and approve multi-year filtering contracts and staff recommendations.

3. UEN will publish and distribute a "best practices" manual for public charter schools, libraries, and school district technology staff to use while configuring their hardware and software for local school communities.

4. UEN will conduct an annual service review with each entity on the Network to review their filtering configurations, assist with any local concerns, and support the training needs of local technical staff.

5. UEN will continue to support NetSafe Utah, the state's Internet Safety education program, and assist schools to certify that they have taught Internet Safety in order to be E-Rate compliant. Each entity is responsible for certifying their compliance.

6. The UEN NOC will continue to monitor filtering industry practices and network requirements, and will provide updates and support via the filtering listserv and UEN Steering Committee meetings as new issues arise.

7. The filtering service review will be documented and presented to the Steering Committee on an annual basis.

Recommendation

It is recommended that UEN Steering Committee Members approve the policy recommendations for UEN staff.

TAB 6 ATTACHMENT A
INDUSTRY LIST OF FILTERED CONTENT CATEGORIES FOR UTAH SCHOOLS

Minimum Filtering Categories for UEN 8e6 configuration; districts have the option of adding others to their local filtering implementation:

1. Adult Content
- Child Pornography
- Explicit Art
- Obscene/Tasteless
- Pornography/Adult Content
- R Rated

2. Bandwidth
- Image Servers & Image Search Engines
- Peer-to-Peer/File Sharing
- Generic Streaming

3. Entertainment
- Gambling

4. Illegal/Questionable
- Criminal Skills

5. Dubious/Unsavory
- Hate & Discrimination
- Illegal Drugs
- School Cheating
- Terrorist/Militant/Extremist

6. Internet Communication
- Online Communities
- Invalid Web Pages

7. Security

- Bad Reputation Domains
- BotNet
- Hacking
- Malicious Code/Virus
- Phishing
- Spyware
- Web-based Proxies

8. Society/Lifestyles

- Alcohol
- Tobacco
- Weapons

UTIPS SERVER - DISCUSSION

Issue

UEN has assisted the Utah State Office of Education (USOE) in supporting the UTIPS online formative assessment service. USOE is currently working on redefining the roll and future of UTIPS.

Background

For over two years UEN has operated the myutips.org regional server. This server provides UTIPS online testing capabilities for charter schools and several other school districts. Additionally, at the request of USOE we have provided leadership in contracting with outside software developers to provide bug fixes for the existing code and upgrading the code to meet new functionality requests.

Last fall an agreement was reached between UEN and USOE that allowed for a UTIPS server to be placed at the Eccles Broadcast Center. This server will provide a centralized question master server and core master server. This hardware has the capacity to house additional instances of regional UTIPS servers. UEN intends to move the myutips.org server onto this new hardware platform. Other regional servers have already been moved to the new platform and are functioning as a separate regional server residing on this centralized hardware platform.

There are some additional regional UTIPS operators who are considering making a similar move. While UEN does not own the platform and has a limited, defined role in providing machine room space for this hardware, we also interface with many of the users in the community. At the request of community members this item has been placed on the steering committee agenda for discussion. A list of issues is also provided as an attachment to this document.

Recommendation

This is an informational and discussion item. No action is recommended; however, a statement of continued, limited support for UTIPS may be appropriate.

TAB 7 ATTACHMENT A
CRITERIA FOR MOVING THE UTIPS TO A CONSOLIDATED SERVER

1. Total number of item pool questions has deteriorated over the last 3 years
    a. New questions will be created
    b. Old questions will be realigned
    c. To be done by USOE and/or Consortium of Districts

2. Weekly snapshots made available to the Regional server
    a. Backups
    b. Reporting options
    c. Automated process created by Nate at USOE

3. If the Virtual Server idea fails question item pool will still be made available to the Regions

4. Regional admin are to have access for the following:
    a. Student uploads
    b. Admin accounts

5. UEN/USOE are responsible to keep the server up and running
    a. Hard boots
    b. Software
        i. Updates
        ii. Patches
        iii. Fixes
    c. Insure server is running 24/7
        i. Monitor server during peak testing times

6. Summer of 2010 for the transition??

7. A breakdown of the responsibilities will be provided in writing (detailed operating procedures outlined and defined)
    a. UEN responsibilities
    b. USOE responsibilities
    c. Regional responsibilities

8

FEDERAL GRANTS STIMULUS UPDATE - DISCUSSION

Issue

The U.S. Congress enacted the American Recovery and Reinvestment Act of 2009 this past February which resulted in several new federal funding opportunities for UEN. UEN staff have been actively engaged in meetings and working with the Governor's Office of Economic Development, the Department of Technology Services, Qwest Communications, the Utah Rural Telephone Association, OneTel (a Qwest business partner), the State Office of Education, and the State Libraries Division and other UEN stakeholders, to best discuss how the state can compete nationally for funding available through the U.S. Department of Commerce (NTIA) Broadband Technology Opportunities Program and the Rural Broadband Program through the Rural Utilities Service (RUS) through the U.S. Department of Agriculture. The ARRA legislation focuses on providing affordable broadband services to unserved and underserved populations. Additionally, UEN staff are investigating the U.S. Department of Education stimulus programs *Race to the Top* and the *Innovation Fund* for new educational services and projects.

The Department of Technology Services (DTS) has been asked by the Governor's Office of Economic Development to serve as a facilitator for both private and public entities in working together for applying for national broadband stimulus funding. Boyd Webb, a Statewide Interoperability Planner from DTS, is leading up the planning group.

Background

UEN has approximately 51 elementary and charter school broadband Ethernet projects under contract that have been approved for E-Rate funding yet are not funded. School Districts additionally are pressed for funding are not able to move forward with these projects. Due to funding constraints, UEN cannot participate financially with these projects. UEN also estimates there are about 53 remaining elementary and charter projects (mostly in Alpine and Box Elder School Districts) that have yet to get a solution to increase their connectivity beyond a T-1 line. There are also about 36 public charter schools that are also without broadband connections.

UEN will look to the NTIA and RUS programs to apply for funding for these projects in conjunction with E-Rate funding to leverage resources. NTIA is also requiring a 20% match for any request. NTIA and RUS have not released their guidelines for these programs, yet we anticipate it could be within the next two weeks.

UEN is also working with the State Libraries Division to identify public libraries in the state that would like to work with UEN on a grant application to improve their

connectivity. Craig Neilson from the State Libraries Division has been the contact person for UEN to coordinate those efforts.

UEN also has a top priority of assisting in obtaining funding through federal resources for the Salt Lake Metro Fiber Ring project to the new University of Utah Data Center on 9th South and West Temple. Steve Corbató from the Office of Information Technology at the University has been leading those efforts. It is possible that an application may be submitted by the University through the National Science Foundation Academic Research Infrastructure (ARI) initiative as well as NTIA. Additionally, if federal funding can be identified for optical research networking connections in Logan for Utah State University and a statewide research network (dark fiber), UEN would like to assist in those efforts.

Recommendation

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

Consortium Licensing - Discussion

Issue

Licensing agreements for several services have been completed in preparation for the new academic year. The following report is an update on these services and demonstrates cost savings to the schools and institutions as a result of consortium licensing managed by UEN.

Background

UEN licenses content on behalf of the institutions and schools we serve. In some cases the licensing fees are recovered at a lower cost to each participating institutions, such as Respondus LockDown Browser. In other cases, UEN pays the costs directly from state or federal appropriation, such as K-12 Pioneer Products. UEN works with representatives from each institution or, in the case of Pioneer Library, with the Pioneer Library Committee, to guide these negotiations. Equitable access to resources is a UEN value that drives these services.

Respondus LockDown Browser

UEN recently negotiated a Utah consortium license for the Respondus LockDown Browser. This is in addition to the Utah consortium license for Respondus, which we already license. The Respondus LockDown Browser is a customized browser that is used in conjunction with Blackboard Vista to make assessments more secure. The LockDown Browser is displayed full-screen and can't be minimized, and it locks out certain browser functions, such as the ability to print, copy, and switch to another application or URL to discourage cheating.

Several Utah institutions were already licensing the Respondus LockDown Browser on their own, and by negotiating a consortium license, Respondus discounted the total cost for all USHE institutions by 30% as illustrated by the graph on the right.
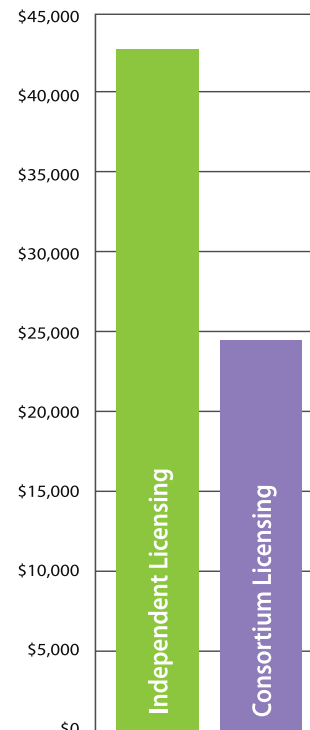
UCAT schools are the biggest beneficiaries of the consortium license, because the student enrollments for all UCAT schools are now counted together as one, and the UCAT institutions participating in the consortium license are now paying considerably less that they would have without the consortium license.

UEN also negotiated for an incremental 3% price increase in years two and three of the licensing period. As institutions that are not participating in the consortium license for Respondus LockDown Browser join in, we can pass the 30% price reduction on to the rest of the institutions participating in the license.

K-12 Pioneer Library

Despite a 9% budget reduction, UEN and the K-12 Pioneer Library Committee have been able to preserve as much of the K-12 Pioneer core services as possible. Vendors have been very cooperative, and we were able to keep all Pioneer products for the coming school year for all K-12 students and home and at school. There are some product components that are going away in August:

• World Book School and Library Edition stays, but World Book Advanced was trimmed

• SIRS Researcher and SIRS Discoverer stays, but Government Reporter and Renaissance were not renewed

• EBSCO, CultureGrams, and WebFeat all stay the same

• Soundzabound stays, and we were able to add a multicultural sound collection for minimal cost

Use statistics helped guide this decision, in addition to the Pioneer Library Committee and several K-12 Library-Media teachers. Overall, UEN will pay $510,243 from federal CPB appropriation for the K-12 Pioneer Library licenses next year.

An update was sent to the K-12 Library-Media Listserv, Content Forum Listserv, and Utah Academic Library Consortium on June 4, 2009. UEN received very supportive feedback as these sample comments demonstrate:

"Thanks for all of the hard work that you do for us. Pioneer is one of the greatest educational sources for us."

Provo School District

"Thanks so much for your work on maintaining the databases (core services). Utah schools would be absolutely dead in the water without these. Please let us know how we can help maintain or add, for next year. In appreciation to all your efforts, and those of your staff."

Ogden School District

"Thanks for all you do! I would die in the high school without Pioneer!"

Weber School District

"Good news. It is a shame about the reduction. We all depend on Pioneer, as you know!"

Jordan School District

"Thank you, for the effort to keep these resources so that we can extend them to all students in the state".

Cache School District

"Thanks for advocating on the side of school libraries for these vital resources. We could not continue offering college prep instruction, or even basic research to our High School students without the resources you all ensure are available to our students. On behalf of myself, Springville High School and UELMA, thanks!!"

Nebo School District

Recommendation

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

TAB **10**

CONNECTION AGREEMENT - DISCUSSION

Issue

The purpose for the connection agreement is to refresh with all of our customers the agreements we have with them, and ensure that UEN has up to date expectations for monitoring and managing of sites and services on the network. It is necessary to remove some of the confusion which has occurred over time and as the network has changed in recent years.

Background

Several years ago the UEN Technical Services staff was tasked by the Steering Committee with developing a connection agreement. This was done prior to the implementation of Ethernet services and the creation of many new Charter Schools that have become part of the UEN network. There is great need to develop a new connection agreement that addresses the current environment.

Technical Services staff has been working on developing a draft connection agreement document. That draft document is attached for consideration by the Steering Committee.

Once the document is approved UEN Technical Service staff will begin a 3-4 month process of visiting with each Library, University, College, District, Region and others to review this agreement, answer any questions and move forward to operate within this renewed framework.

Recommendation

The Steering Committee should discuss this connection agreement and give input. Once finalized we request approval to implement this connection agreement with UEN stakeholders and operate the network based on the framework outlined herein.

Tab 10 Attachment A
The Utah Education Network Connection Agreement

The Utah Education Network (UEN) is a state educational technology consortium of Public and Higher Education, public libraries, and state government. UEN as authorized by the Utah State Legislature (Utah Code 53B-17-102), is governed by the UEN Steering Committee and is under the administrative supervision of the University of Utah to:

1. Coordinate and support the telecommunications needs and initiatives of public and higher education;

2. Provide high-quality, cost-effective Internet access and appropriate interface equipment for schools and school systems;

3. Procure, install, and maintain telecommunication services and equipment for public and higher education;

4. Develop or implement other programs or services for the delivery of distance learning as directed by law

With administrative offices located on the University of Utah campus, UEN works across the state to connect every Utah public school, college, and university together through the UEN Wide-Area-Network (WAN) leased from Qwest Communications and Utah's independent telephone companies. UEN also supplies Internet connectivity to schools, public libraries, and state government through contracts with commercial ISP providers. In some cases, UEN supplies its own digital microwave connectivity to school and campus locations where it is not cost effective to work with telecommunication providers.

1.0 Contact Information Disclosure

Before UEN proceeds with initial or improved network connectivity to an authorized location, UEN requires that contact information for staff critical to the successful operation of the network be provided by your organization.

Your organization is required to provide the following points of contact:

1.1 Administrative: This person is responsible for issues related to the initial request for connectivity, billing and payment, and other related administrative functions.

1.2 Network Technician or Administrator: This person should be available 24/7 for building access or on-site issues related to network operations and support. After hours contact information is required in the event of incidents or outages. UEN also requests a secondary contact in the event the first person is unavailable.

<u>1.3 Network Security:</u> This person is the contact for any issues related to network security, which can include, but are not limited to: notification of compromised machines or suspected compromised machine(s), copyright infringement, violations of acceptable use policies (i.e., unlawful use of network resources), state, federal, or local law enforcement inquiries, etc.

2.0 Network Security Considerations

UEN requires your organization comply with UEN's network security policy. As a connector on the UEN network, your organization is required to provide a network security application to minimize the threat of attacks or compromises to network performance and data security. Your organization must maintain this firewall in order to provide secured service onto the UEN network. If your institution fails to provide a security application, UEN, may among other things limit or disconnect your service into the UEN backbone and the Internet.

<u>UEN does NOT provide comprehensive security monitoring for connected organizations.</u> Your organization remains responsible to protect critical and sensitive information. UEN requires a list of your employees approved in advance with access rights to devices providing networking service through UEN owned or leased equipment.

3.0 UEN Customer Premise Demarcation

UEN is responsible for connectivity to the point of physical demarcation of the Wide-Area-Network service on the UEN customer's premise. UEN assumes no responsibility for dark fiber connections not authorized by UEN which connect into the UEN backbone via school district or campus networks. UEN reserves the right to refuse service to a non-authorized organization or facility that connects into the UEN network via connections not monitored or authorized by the UEN Network Operations Center.

UEN requires access to the customer premise where the network demarcation is located. This access may be outside normal business hours. UEN requires after-hours contact information for employees who have 24-hour campus, building, and room access.

4.0 UEN Content Filtering and Internet Safety

UEN provides a central filtering solution for all public K-12 schools and some public libraries. As mandatory by the federal Child Internet Protection Act and federal E-Rate program rules, UEN requires content filtering for all K-12 school and library entities receiving Internet connectivity through UEN. Your organization may choose to install and support your own content filtering system. In addition, your organization must have an Internet Safety Policy which addresses the following issues:

- Access by minors to inappropriate matter on the Internet and World Wide Web

- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications

- Unauthorized access including "hacking" and other unlawful activities by minors online

- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to materials harmful to minors

UEN is not responsible for enforcement of violations of local school or district or library acceptable use policies with regard to Internet access and use. Your organization must take responsibility for enforcement of acceptable use policy violations.

5.0 Authorized UEN Network Access

Your organization must be approved and accounted for by the UEN's Network Operation Center. Your organization cannot extend connectivity to any other institution without the approval of the UEN Executive Director. UEN reserves the right to terminate non-authorized connections or bill for services received by a non-authorized site. It is important for monitoring purposes UEN have knowledge of all connectors into the UEN network.

6.0 Network Service Upgrades

If the customer requires a change or upgrade that incurs a direct or indirect cost to the UEN network, the customer will be responsible for those costs per UEN's written authorization.

UEN will also assist in the E-Rate filing process for planning and reimbursement purposes where applicable. The local area network (LAN) is your organization's expense and responsibility.

7.0 UEN Technical Advocate Program

Your organization has a UEN Technical Advocate assigned to assist with any technical or network needs you require from UEN. This Advocate will be your point of contact for all matters related to network upgrades, planning requests, or changes to existing network infrastructure.

8.0 Policy Enforcement

If we find a policy violation, UEN will attempt the primary contacts prior to taking drastic measures.

In the event intervention is necessary for security or other reasons, UEN may need to take immediate action to prevent further problems.

8.1 Administrative: Policy enforcement may include billing for services utilized from UEN but not reimbursed.

8.2 Technical/Security: Policy enforcement may include intervention to prevent security breeches within the network and access restrictions including termination of service.

UEN Aggregation Site – Site Maintenance and Access Agreement

1.0 Aggregation Site Definition

UEN has worked with its customers to provide connectivity which is as geographically diverse as possible within the State of Utah. As such, UEN has designed the network so that there are points of aggregation where customers converge. These sites are located throughout the state and require additional accommodations in order to be maintained and managed. Aggregation sites are identified in three (3) general categories:

> 1.1 Intra-organizational Aggregation Sites, which are where aggregation is provided to the same parent organization. And example would be a Middle School providing the connection to the Elementary school within the same school district.

> 1.2 Extra-organizational Aggregation Sites, which provide points of aggregation where the parent organization is different. An example would be a School providing the connection to a Library, or City.

> 1.3 Traditional POP sites, which are major points of aggregation for customers on the network. An example would be a Higher Education Institution which provides access to a school district, or multiple other sites

2.0 Site Access

UEN requires 24/7/365 access to aggregation sites. This access is to ensure proper response to failures and outages on the network which aggregate at the physical site. UEN prefers that we have *unescorted access* to these sites through the use of Keys, Keycards, Pass-codes, or other appropriate credentials so that access coordination with the aggregation site administrator is kept to a minimum. Credentials for access to the site are stored in a secure location at UEN and are only used for business purposes.

Alternatively, aggregation sites need to have a contact which can provide access to UEN or Telecommunications Company personnel in the event of a failure or for normal scheduled maintenance. This contact must be available 24/7/365 to facilitate access to the site during and outside normal business hours.

A site identified to be an aggregation site will provide a method of access to the site as outlined above. Special considerations need to be agreed to and identified up front.

3.0 Remote Hands

Where agreeable, UEN will identify a technical contact which can provide remote-hands support in the event of a network outage or emergency. These responsibilities often include but are not limited to: checking equipment for status, consoling into devices with UEN assistance, rebooting or resetting devices, or other general troubleshooting functions. Hours of remote-hands support are generally limited to timeframes of normal working hours.

Remote Hands Identification:

Remote Hands Contact

Phone:

Mobile Phone:

Hours of Operation:

The Aggregation Site Administrator is identified as:

PRIMARY

Name:

Phone:

24/hr Phone:

Add. Phone:

SECONDARY

Name:

Phone:

24/hr Phone:

Add. Phone:

OR Independent access to this site is provided:

Received by:

Date:

Normal Business Hours for this Site are Identified as:

8-5 M-F

8-5 M-S

24/7/365

Other As defined:

Signature Page:

_____   _____

Jim Stewart, Technical Services Director

Utah Education Network

Check One:

❑ My organization agrees to provide its own content filtering

❑ My organization will utilize Internet content filtering provided from UEN.

UEN-TV Analog Shut Off - Discussion

Issue

June 12, 2009 marked the end of UEN-TV's 23 year history as an analog broadcaster. Laura Hunter will provide a report on the transition.

Background

Although some viewers were still caught off guard by the switch, overall feedback on the two digital stations has been quite positive. UEN-TV airs on digital 9.1 and MHz Worldview airs on digital 9.2. UEN also provides a service to KUER-FM to expand their reach by relaying their public radio signal over the UEN digital transmitters.

The main glitch in the process was that UEN is no longer carried on the basic Comcast tier, instead both channels are now carried on the digital tier. At the time this decision was made, only 30% of Comcast subscribers were still on the basic analog tier, and this number continues to decline. After consulting with our legal counsel, other stations and viewers, UEN chose to implement an agreement that was brokered with the National Cable Telecommunications Association and American Public Television Service for digital must carry rules. This agreement provides a more strategic long-term direction that now requires Comcast and other Utah cable providers to carry both digital channels. A full translator/channel list is available on the *uen.org/tv* website.

Recommendation

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

TAB **12**

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE
April 17, 2009 – 9:00 a.m.

Members Present: Debbie Rakhsha for Kenning Arlitsch, Clark Baron, Steve Corbató, Jon Crawford, Rick Gaisford, Stephen Hess, M. K. Jeppesen, Robert Wagner for Ronda Menlove, Pat Lambrose, Eric Mantz, Donna Jones Morris, Gail Niklason, Mike Petersen, Kirk Sitterud, Glen Taylor, Gary Wixom.

Others Present: Scott Allen, Charice Black, Barry Bryson, Rick Castillo, Scott Chaffin for Larry Smith, Lisa Cohne, Paul Crawford, Jeff Egly, Rich Finlinson, Claire Gardner, Boyd Garriott, Jenn Gibbs, Thom Gourley, Jeff Grandia, Eric Hawley, James Hodges, Sheryl, Hulmston, Laura Hunter, Troy Jessup, Doug Jones, Karen Krier, Lisa Kuhn, Don Mahaffey, Steve Mecham, Dan Patterson, Kevin Quire, Joni Robertson, Ken Romero, Dennis Sampson, Rick Shrader, Nate Southerland, Jim Stewart, Lee Tansock, Louie Valles.

Welcome and Introductions

Gary Wixom welcomed everyone to the business portion of the Steering Committee meeting. Gary joined the meeting via IVC from Dixie State College.

Committee of the Whole

Tab 22 – Summary of Legislative Results FY 2010

Mike Petersen went over the summary of the recent budget decisions made during the 2009 Legislative General Session. UEN continues to have excellent support from the Co-chairs of the Subcommittee, and from the Subcommittee members. To balance the budget with a deficit of $1.8 billion, legislators went through the extremely difficult process of making deep cuts in all areas of state government. There were federal stimulus funds that became available plus other short-term funds were used to soften the blow of the state's budget shortfall. That money will expire on July 1, 2010, forcing legislator to find another temporary fix for next session or hope the economy rebounds and a long term remedy can be found.

House Bill 287:UEN Amendment was sponsored and approved. This gives UEN the authority to provide network support to the central administration of cities and counties (local government). UEN can use the network to transfer critical data to a secure data warehouse for safekeeping and for the recovery of this information in case of a disaster if the network operated by the Department of Technology Services is not available. HB 287 was approved unanimously in both the House and Senate and was signed into law by the Governor.

Tab 23 – FY 2010 Strategic Planning

Mike Petersen explained the current funding model and brought to the table the issue that it might be time to re-evaluate how UEN receives their funding. UEN wishes to reinforce our mission of networking to create educational opportunities, connect citizens and collaborate with partners. We are beginning work on the UEN Strategic Plan for 2009-2010. The upcoming fiscal year will require priority setting that will perhaps be more difficult than in times when there has been more funding available.

Mike shared that this year's Steering Committee Planning Retreat will be held for a day and a half starting on May 19th, at Utah Valley University. After much discussion it was determined that a one day event should be sufficient due to the busy schedules of graduations, board meetings, etc. **A motion was made and seconded to have the UEN Strategic Planning meeting on May 19th as a one day event. THE MOTION CARRIED.**

To see a complete FY 2009 Strategic Plan, please refer to Tab 23 Attachment A.

Tab 24 – UEN Connection Policy Agreement

Jim Stewart reported that the UEN Connection Policy Agreement is still in the draft/development stage. Jim reiterated that UEN is especially sensitive to the need for charter schools to provide network security applications for connections into the UEN network. UEN must consider how to deal with connection agreement breaches. It is envisioned this basic agreement would be a 2 or 3 page document that UEN would require to have signed for future organization connections to UEN. More information to be outlined during the June meeting.

Tab 25 – My Source Community Impact for Education Award

Laura Hunter shared that my.UEN Teacher Portal received the "My Source Community Impact Award for Education" award. This award recognizes local public television stations for outstanding service to students, teachers, parents and caregivers in their communities.

To read a testimonial on this please refer to Tab 25 Attachment A.

Tab 26 – E-Rate Audit

Lisa Kuhn went over the extensive audit that was just done on UEN's E-Rate process. Lisa felt the audit itself went very well and that UEN was able to take away from the experience some valuable ideas for process and document retention improvements. For a complete detailed list on the outcome of the audit please refer to Tab 26.

Tab 27 – Steering Committee Meeting Minutes

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

Tab 28 – Other

The next Steering Committee meeting will be held on June 26, 2009, at 9:00 a.m. at the Dolores Doré Eccles Broadcast Center.

Utah Education Network Instructional Services Subcommittee Meeting Minutes

Attendees: Clark Baron, Charice Black, Barry Bryson, Lisa Cohne, Paul Crawford, Jeff Egly, Rich Finlinson, Rick Gaisford (Chair), Claire Gardner, Jenn Gibbs, James Hodges, Sheryl Hulmston, Laura Hunter, Douglas Jones, Karen Krier, Pat Lambrose, Donna Jones Morris, Gail Niklason, Debbie Rakhsha for Kenning Arlitsch, Lee Tansock, Robert Wagner for Ronda Menlove, Jo-Ann Wong.

Tab 29 – Communication Strategies - Discussion

Rich Finlinson, from the UEN Public Information Department led the subcommittee through an exercise, 10 Commandments of Communication, introducing effective communication concepts that could be used with UEN practices and service. The subcommittee found the exercise useful, and recommended that the questions be addressed at the June Steering Committee retreat.

Tab 30 – Interactive Video Conferencing – Intellectual Property and Privacy Issues Related to IVC Recording and Streaming - Action

The subcommittee discussed issues of student privacy and instructor intellectual property with IVC and online classes. Committee members suggested the guidelines be included in district disclosure policies, syllabi, online course pages, locations near IVC equipment, and other places the district or institution views appropriate. A draft of this language will be provided to the UEN Steering Committee in a later meeting.

Tab 31 – My.UEN Premium Services - Action

Committee members discussed issues of premium access for certain my.UEN accounts. Educators with a verified Utah education email domain have UEN "premium" services which include, PDF online, home access to K-12 Pioneer Library, 200 MB document storage and Wimba Classroom. There are people who would like "premium" services

but do not have an education email domain.

In order to protect licensing agreements, UEN needs to have assurance the users of my.UEN premium services are practicing Utah public educators. If a retired educator, long-term substitute or subcontractor would like premium status, they should contact their school district or local education agency to obtain a valid district or institution email address or contact UEN for consideration on a case by case basis.

Motion to approve this policy was made by Rick Gaisford and seconded. All members of the subcommittee voted in favor.

Tab 1 – Public Education and Higher Education Advisory Committee Reports – Discussion

Doug Jones said PEAC met April 2, 2009 for a mostly informative meeting on legislative and budget updates. My.UEN accounts was the only topic of discussion. The next meeting is June 4 and the location will be announced later. Doug reminded the group that PEAC meetings are archived and he would be happy to provide a link.

The Higher Education Advisory Committee did not meet, though Cyd Grua asked for topics for discussion at future meetings. Laura mentioned STEM education, teacher training, and arts education as possible items for future meetings.

Other Business

Laura Hunter discussed whether UEN should conduct an online survey for positive and negative perceptions to present at the Strategic Planning Retreat and in UEN's work in the coming months. Committee members recommended a widely distributed survey and agreed to encourage participation with their institutions. Laura also invited participation from attendees at the UEN Strategic Planning Retreat.

Pat Lambrose asked for a Pioneer Library update. Laura Hunter said the Pioneer budget was cut 9 percent. UEN continues to pay for all K12 product. Laura is continuing conversations with vendors and members of the Pioneer Library Committee about pricing of services for Pioneer Library.

Utah Education Network Technical Services Subcommittee Meeting Minutes

Attendees: Eric Hawley, Troy Jessup, M.K. Jeppesen, Don Mahaffey, Eric Mantz, Jim Stewart.

Tab 2 – Network Operations Center Tier 1 and Video Operations Center Consolidation - Discussion

The Network Operations Center (NOC) Tier 1 has been consolidated with the Video Operations Center (VOC) to form a Technical Support Center (TSC). It is now a single point of contact. The consolidation streamlines and extends the hours of operation from 5:00 am to 11:00 p.m. Three staff positions in the NOC were reduced and the

VOC absorbed the functionality of what the NOC was doing. When appropriate, calls will be escalated to the NOC Tier 2 staff. We will be reducing budget costs by further by eliminating some 800 numbers. There will be faster responses to issues and the resolutions.

Tab 3 – Technical Summit -Discussion

The UEN Technical Summit will be held at the University of Utah from June 9th thru 11th. The keynote speaker will be Pieter Poll, who is the CTO from Qwest. There will be a general session and several breakout sessions. The cost will be $80 per person. A block of rooms has been reserved at the University of Utah Guest House. Registration and further information can be found at *http://summit.uen.org*.

Motion to adjourn made and seconded.

T A B **13**
OTHER