Utah Education Network Steering Committee

June 11, 2010

UTAH EDUCATION NETWORK STEERING COMMITTEE

AGENDA

JUNE 11, 2010

9:00 a.m.-
12:00 noon

Committee of the Whole / Business Meeting

Welcome and Introductions

U PCOMING   M EETINGS

Steering Committee Meeting - August 20, 2010, 9:00 a.m.

Instructional Services Subcommittee Meeting - August 20, 2010, 11:00 a.m.

Technical Services Subcommittee Meeting - August 20, 2010, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

FY 2011 BUDGET - ACTION

Issue

The FY 2011 UEN Budget is ready for approval by the UEN Steering Committee at its June 11th meeting.

Background

The UEN FY 2011 budget reflects a decrease in **one-time** state appropriations and an increase in federal E-Rate reimbursements. During the current year, the UEN budget includes $1.5 million one-time funds. During FY 2011 there will be a $0.5 million reduction in one-time funds, so total one-time funds will be $1.0 million. Our on-going base budget for FY 2011 will be the same as last fiscal year, $17.4 million.

Detailed information about the FY 2011 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 2011 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 2011 budget is based are projected at **$37.9** million. A detailed listing of all revenue sources for the FY 2011 budget is provided on page 2 of Attachment A. Income sources and expenses since FY 2008 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 2008	FY 2009	FY 2010	FY 2011
State Funding: On-going	19,831,700	19,394,000	17,408,300	17,408,300
State Funding: One-time	3,595,000	1,280,000	1,541,000	1,081,800
Federal E-Rate	8,000,000	8,596,800	9,200,000	10,689,990
Community Service Grant	2,431,287	2,250,000	2,500,000	2,500,000
BTOP Income	0	0	0	5,400,000
Grant Income	507,894	39,412	109,243	152,098
Other Income	1,540,401	4,225,527	2,891,117	683,170
TOTALS	**$35,906,282**	**$35,785,739**	**$33,649,660**	**$37,915,357**

UEN - EXPENSES				
Personnel	9,914,000	10,016,775	9,641,089	9,138,453
Circuits	13,010,874	13,383,283	14,864,030	15,900,000
Capital Equip. & Maint.	4,260,800	4,660,300	3,486,174	3,503,174
Other	8,720,608	7,725,381	5,658,367	3,973,730
TOTALS	**$35,906,282**	**$35,785,739**	**$33,649,660**	**$32,515,357**

The growth trends in UEN during this period are graphically illustrated in Chart 1.
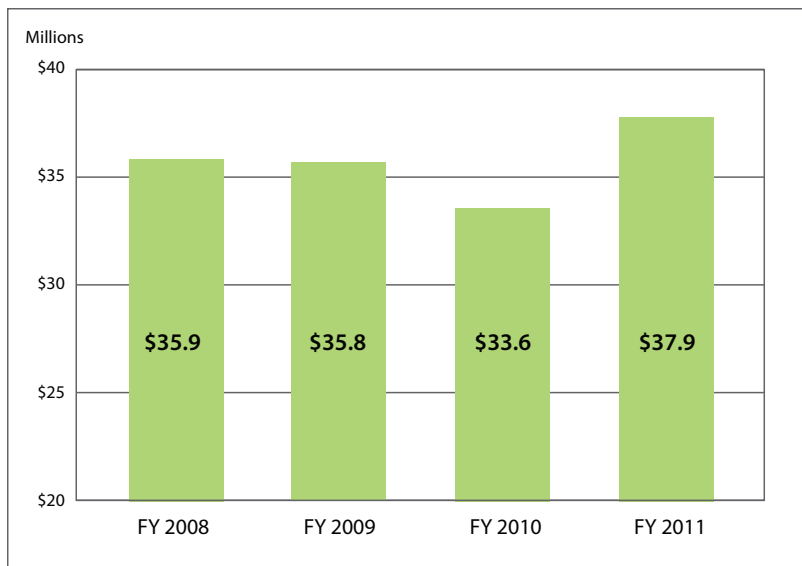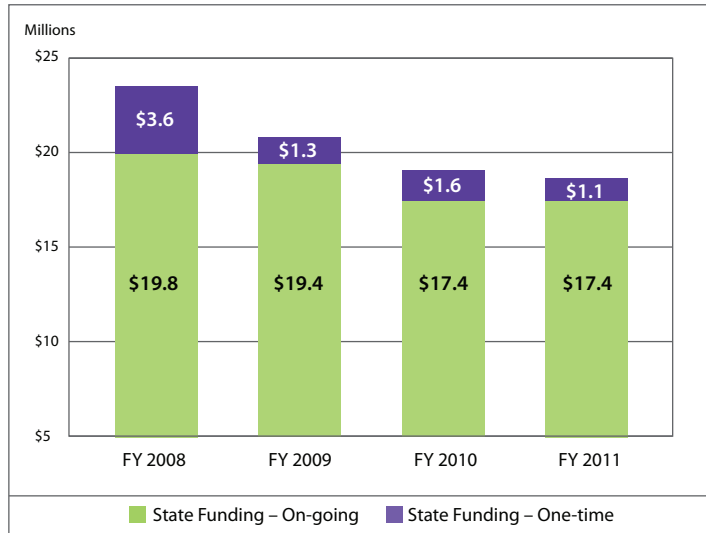
Chart 1: Budget Summary Trends

Chart 2 reflects the history of Legislative funding to UEN from FY 2008. State appropriations for FY 2011 totaled $18.5 million. Compared to FY 2010 on-going State funds remained the same and one-time appropriations decreased $0.5 million.

Chart 2: UEN State Funding

Millions

$25

$3.6 $19.8 — FY 2008
$1.3 $19.4 — FY 2009
$1.6 $17.4 — FY 2010
$1.1 $17.4 — FY 2011

$20

$15

$10

$5

FY 2008   FY 2009   FY 2010   FY 2011

■ 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 2011 Budget.

Chart 3: UEN Expenses 2011

OTHER
3,973,730
12%

CAPITAL
EQUIPMENT
3,503,174
11%

PERSONNEL
9,138,453
28%

CIRCUITS
15,900,000
49%
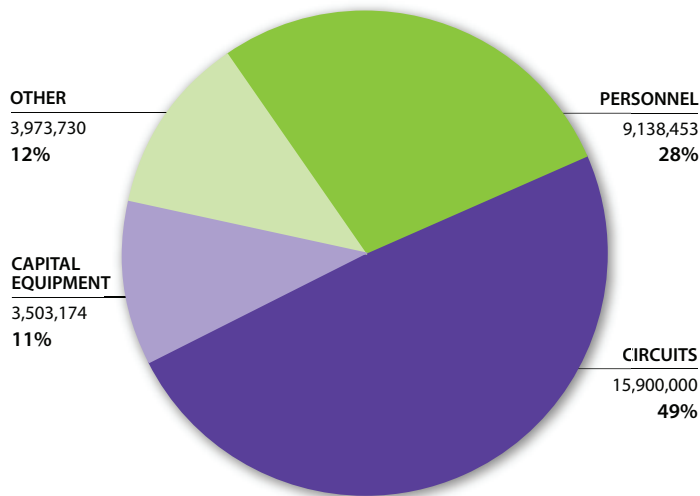
Major decisions reflected in departmental budgets are as follows:

1. Nineteen full-time equivalent staff positions were eliminated during the 2 year period of FY 2009 through FY 2010. This was achieved by eliminating open positions, not replacing staff that left the organization, reductions in force and early retirements.

2. Staff salaries will remain the same as last year. Employees did not receive merit or cost-of-living increases during FY 2010 and that will also be the case in FY 2011.

3. Non- personnel budgets will remain the same as last year. In FY 2010, nearly all departments reduced their professional development budget by 50% and equipment replacements were delayed. The same funding levels for non-personnel budgets will be kept in FY 2011.

4. UEN passed on the prorated share of our State Appropriation reduction of 2.4% to the regional Help Desk and Regional Training Support.

5. One-time state funding was reduced $500,000 in FY 2011.

6. Because software license charges were increased, and State Appropriations were reduced during the last two years, several key databases were eliminated from Pioneer Library: Visual Thesaurus, Worldbook Advanced, SIRS Government Reporter, and SIRS Renaissance. These actions will negatively impact Public Education K-12 students. In addition, because we do consortium licensing with Academic Libraries and Public Libraries, further funding shortages will adversely impact consortium purchases with them, such as EBSCO, SIRS Discoverer, and eMedia/College Media.

7. The circuit budget pays for all network contracts with telecommunications providers, and will be $15.9 million in FY 2011. That budget has been increased by $1.0 million from FY 2010 to FY 2011 and now comprises about 49% of our total budget. (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 2008, circuit costs have increased 20%. UEN has upgraded network bandwidth to 100 MBPS at 105 elementary and charter schools and will be responsible for paying two-thirds of the ongoing circuit charges at those schools.

Chart 4: Growth in Circuit Budget
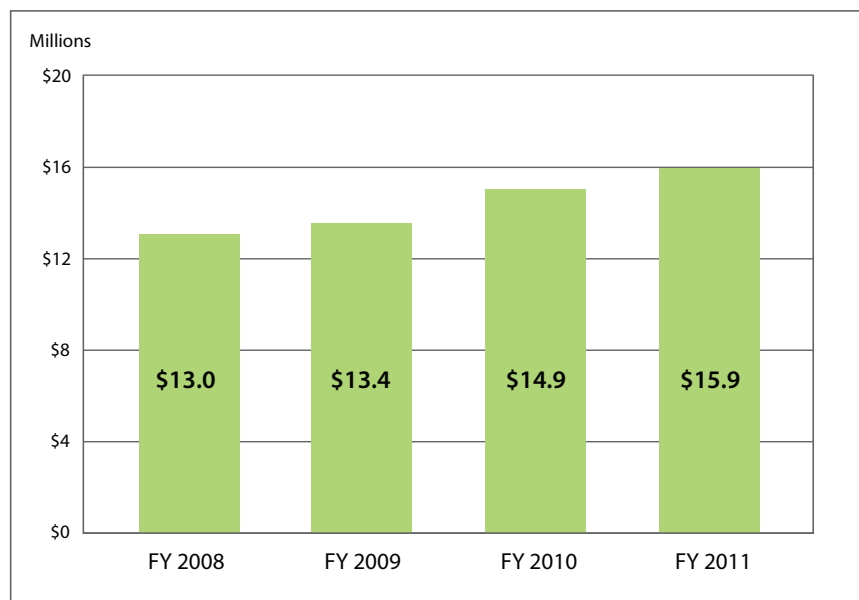
8. The Course Management System (CMS) budget is $1.26 million. This budget's ongoing and one-time funds pay for licensing, staff, and equipment expenditures to provide hosting support for USU, UVU, Dixie State, Snow College, College of Eastern Utah, SLCC, and UCAT.

9. UEN has devoted more resources toward securing grants and outside funding. In FY2010, UEN Instructional Services applied for, or was a key partner in applying for, grants totaling $16,893,040. Grant income of $537,600 has been awarded, an NTIA sustainable broadband adoption grant was declined, and awards totaling nearly $12.4 million are pending.

UEN Instructional Services Grants – FY 2010

TITLE	FUNDER	AMOUNT	STATUS
Cheese Science	Underwriters	$10,000	Awarded
Digital Production Grant; Earth Science	CPB	$125,000	Awarded
Mission U.S.; Civics	WNET	$6,000	Awarded
Mysource Innovation in Education	CPB	$3,000	Awarded
PBS Digital Learning Library Integration	PBS	$58,000	Pending
Public Media Innovation; Financial Literacy	CPB	$17,600	Awarded
Ready to Teach: Help Math Teachers	Dept of Ed	$5,501,873	Pending
Sexual Exploitation of Children Prevention: Netsafe	CCJJ	$373,000	Awarded
Student Reporting Labs	PBS Newshour	$3,000	Awarded
Sustainable Broadband Adoption	Dept of Commerce	$2,447,803	Declined
Sustainable Broadband Adoption	Dept of Commerce	$4,430,117	Pending
Thinkfinity State Partnership	Verizon Foundation	$7,000	Pending
Utah Climate Change Education Partners	NSF	$389,583	Pending
Utah Climate Change Literacy Partnership	NASA	$2,021,064	Pending
Digital Media and Learning (working title)	MacArthur Foundation	$1,500,000	In Progress
	TOTAL	**$16,893,040**	

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 2010.

Table 2

PROGRAMMATIC AREA	INCREASE OR DECREASE IN FUNDING
Technical Services	$654,106
Instructional Services	(71,079)
Administration	(75,300)
KUEN	(437,086)
O & M, Reserves	(693,974)
Pass through to Regional Service Centers	(12,734)
Pass through to USOE	(5,000)
BTOP Grant	5,400,000
Other Grants	(365,719)
Public Information	(127,518)
Total Funding Change FY 2010 to FY 2011	**$4,265,696**

The priority of particular programs is indicated by the percentage of available state appropriations that each program will receive during FY 2011. 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 2011

PROGRAM AREA	STATE APPROPRIATION	PERCENT OF TOTAL
Technical Services	$13,996,926	75.70%
Instructional Services	1,678,663	9.08%
Administration	1,125,543	6.09%
Regional Service Centers	513,470	2.78%
O & M, Reserves	894,951	4.84%
KUEN	212,547	1.15%
Public Information	68,000	0.36%
Total State Appropriations	**$18,490,100**	**100.00%**

Recommendation

It is recommended that the UEN Steering Committee review and approve the FY 2011 UEN Budget.

Tab 31 Attachment A

A Summary of Revenue Sources and Expenditures by Specific Program Areas

Summary

DEPARTMENT	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	% INC / DEC
Administration	2,941,843	2,172,569	(769,274)	-26.1%
Public Information / Communications	320,832	193,314	(127,518)	-39.7%
Technical Services				
Operations	15,156,811	16,186,712	1,029,901	6.8%
Network Operations Center	1,184,064	1,165,071	(18,993)	-1.6%
Network Engineer	753,399	649,813	(103,586)	-13.7%
Field Operations	1,586,180	1,588,396	2,216	0.1%
Application Engineer	553,007	567,333	14,326	2.6%
FY 10 UEN Special Project Account	305,000	-	(305,000)	-100.0%
Technical Service Planning	267,299	267,510	211	0.1%
Rapid Development	-	149,426	149,426	-----
Security	315,140	324,369	9,229	2.9%
Enterprise Applications Support	839,838	850,142	10,304	1.2%
Course Management Systems	1,243,252	1,257,728	14,476	1.2%
NLR/Internet 2	312,000	312,000	-	0.0%
Software Development	736,912	644,637	(92,275)	-12.5%
Video Operations	1,172,781	1,111,016	(61,765)	-5.3%
Advocates (Dist. Ed. Serv.)	177,284	177,545	261	0.1%
Scheduling	97,596	96,902	(694)	-0.7%
Instructional Services				
KUEN Programming	514,821	514,821	0	0.0%
IS Operations	994,812	925,112	(69,700)	-7.0%
IS Web Resources	611,243	611,243	0	0.0%
IS Professional Development	922,181	909,137	(13,044)	-1.4%
Other				
BTOP STIMULUS GRANT		5,400,000	5,400,000	
KUEN Broadcast Engineering	481,043	481,043	-	0.0%
KUEN DTV Conversion	572,086	135,000	(437,086)	-76.4%
Operations and Maintenance	1,024,951	1,024,951	-	0.0%
STEM & FMUT & LBBS	144,094	95,000	(49,094)	-34.1%
Internet Safety II (8E02)	48,192	-	(48,192)	-100.0%
Internet Safety II (9E02)	373,000	104,568	(268,433)	-72.0%
TOTAL EXPENSES	$ 33,649,661	$ 37,915,357	$ 4,265,696	12.7%
TOTAL INCOME	$ 33,649,661	$ 37,915,357	$ 4,265,696	12.7%
BALANCE (INCOME LESS EXPENSES)	$ -	$ -	$ -	-----

UTAH EDUCATION NETWORK
BUDGET FY 2011
INCOME

SOURCES OF INCOME	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	% INC / DEC
STATE APPROPRIATIONS				
UEN Legislative Funding (On-Going)	17,408,300	17,408,300	-	0.0%
UEN Legislative Funding (One-Time)	1,541,000	1,081,800	(459,200)	-29.8%
INTEREST INCOME				
KUEN/EDNET/UtahLINK	100,000	14,000	(86,000)	-86.0%
CARRY FORWARD				
IS Grant: Intel Grant - Classic		19,168	19,168	-----
Carryforward	2,288,418		(2,288,418)	-100.0%
STEM Grant		70,000	70,000	-----
CORPORATION FOR PUBLIC BROADCASTING				
Community Service Grant	2,500,000	2,500,000	-	0.0%
KUED DIRECT SUPPORT				
Training & Content	22,530	22,530	-	0.0%
10689990	16,500	16,500	-	0.0%
GRANT INCOME				
BTOP STIMULUS GRANT		5,400,000	5,400,000	
USOE and UIMC FY 10	22,530	22,530	-	0.0%
STEM Grant		25,000	25,000	-----
Distance Service Grant FY10	44,000		(44,000)	-100.0%
Internet Safety Project SECP 8E02	42,713		(42,713)	-100.0%
Internet Safety Project SECP 9E02		104,568	104,568	-----
OTHER INCOME				
CMS REIMBURSEMENT (WebCT)	247,670	247,670	-	0.0%
Universal Service Fund Discounts	9,200,000	10,689,990	1,489,990	16.2%
Dutch John Rental	4,000	4,000	-	0.0%
USOE - UTIPS		77,287	77,287	-----
ITS Internet Access	120,000	120,000	-	0.0%
Library Internet Access	21,000	21,000	-	0.0%
Idaho State University Internet 1	10,000	8,800	(1,200)	-12.0%
COMPUTER OPERATIONS				
KUED	30,000	29,492	(508)	-1.7%
KUER	12,000	14,387	2,387	19.9%
Media Solutions	19,000	18,336	(664)	-3.5%
TOTAL	**33,649,661**	**37,915,357**	**4,265,696**	**12.7%**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
ADMINISTRATION

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES			
				State Approp.	CSG	Other	Total On-Going
Personnel	1,389,260	1,313,960	(75,300)	404,934	909,026		1,313,960
Auditor	32,000	32,000	-	32,000			32,000
Supplies	25,000	25,000	-			25,000	25,000
Phones	91,775	91,775	-			91,775	91,775
Professional Development	12,000	12,000	-			12,000	12,000
Equipment	5,000	5,000	-	775		4,225	5,000
Employee Recruitment	1,000	1,000	-	1,000			1,000
In-state Travel	3,000	3,000	-	3,000			3,000
Legal Fees/Consulting	5,000	5,000	-	-		5,000	5,000
Tech Administration	238,977	238,977	-	238,977			238,977
Tech Admin. Travel & Prof. Devel.	7,000	7,000	-	7,000			7,000
Instructional Services Administration	206,210	206,210	-	206,210			206,210
I.S. Travel & Prof. Devel.	6,000	6,000	-	6,000			6,000
Intel Grant - CLASSIC	19,168	19,168	(0)	19,168			19,168
Office of Info. Tech.	198,380	198,380	-	198,380			198,380
Operating Funds	702,073	8,099	(693,974)	8,099			8,099
TOTAL	2,941,843	2,172,569	(769,274)	1,125,543	909,026	138,000	2,172,569

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
PUBLIC INFORMATION/COMMUNICATIONS

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	% INC / DEC	ON-GOING EXEPNSES		
					State Approp.	CSG	TOTAL ON-GOING
Personnel	252,832	125,314	(127,518)	-50.4%		125,314	125,314
Advertising	10,000	10,000	-	0.0%	10,000		10,000
Other Print Advertising / Materials	18,000	18,000	-	0.0%	18,000		18,000
Professional Development	5,000	5,000	-	0.0%	5,000		5,000
In-state Travel	1,000	1,000	-	0.0%	1,000		1,000
Equipment	2,000	2,000	-	0.0%	2,000		2,000
Supplies	8,000	8,000	-	0.0%	8,000		8,000
Non - Broadcast Promotions	16,000	16,000	-	0.0%	16,000	-	16,000
Special Events	8,000	8,000	-	0.0%	8,000	-	8,000
TOTAL	**320,832**	**193,314**	**(127,518)**	**-39.7%**	**68,000**	**125,314**	**193,314**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
OPERATIONS - Jim Stewart

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES		
				E-rate Plus Internet Reimb.	State Approp.	Total On-going
Regional Help Desk Support						
NUES, CUES, SESC, SEDC	250,781	244,712	(6,069)		244,712	244,712
Supplies	5,000	5,000	-		5,000	5,000
Internet Access	965,000	1,000,000	35,000	709,800	290,200	1,000,000
Circuit Charges	13,899,030	14,900,000	1,000,970	10,009,990	4,890,010	14,900,000
Statewide Dial-in Network Services	15,000	15,000	-		15,000	15,000
Remote Access (Pagers/Cell Phones)	22,000	22,000	-		22,000	22,000
TOTAL	15,156,811	16,186,712	1,029,901	10,719,790	5,466,922	16,186,712

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
NETWORK OPERATIONS CENTER

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	491,564	472,571	(18,993)	472,571
Staff Equipment	6,000	6,000	-	6,000
Professional Development & Out of State Travel	15,000	15,000	-	15,000
Equipment - HUB & End Site Maintenance	210,000	210,000	-	210,000
Maintenance & Renewals	210,000	210,000	-	210,000
Network Tools & Monitoring	120,000	120,000	-	120,000
Network Filtering	110,000	110,000	-	110,000
Supplies	4,000	4,000	-	4,000
Travel (In-State)	2,500	2,500	-	2,500
Remote Access / Cell & Pager	15,000	15,000	-	15,000
TOTAL	1,184,064	1,165,071	(18,993)	1,165,071

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
NETWORK ENGINEERING

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	694,899	591,313	(103,586)	591,313
In-State Travel	4,000	4,000	-	4,000
Equipment	5,000	5,000	-	5,000
Supplies (Misc. Staff Equip, Lab Support)	1,000	1,000	-	1,000
Professional Development	25,000	25,000	-	25,000
Network Lab	10,000	10,000	-	10,000
Remote Access / Cell & Pager	13,500	13,500	-	13,500
TOTAL	753,399	649,813	(103,586)	649,813

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
FIELD OPERATIONS - Don Mahaffey

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	866,338	863,927	(2,411)	863,927
USU/UEN IVC Virtual Budget /USU -Based Field Tech	79,203	82,000	2,797	82,000
USU/UEN IVC Virtual Budget /EBC -Based Field Tech	82,170	84,000	1,830	84,000
Field Staff - San Juan FTE (J.Jones) CEU	55,969	55,969	-	55,969
Equipment--Hub & End Site Development	250,000	250,000	-	250,000
Professional Development	14,000	14,000	-	14,000
In-state Travel (Network Maintenance)	37,500	37,500	-	37,500
Vehicle Maintainance	46,000	46,000	-	46,000
USU/UEN IVC Virtual / Parts and Supplies	15,000	15,000	-	15,000
Leased Vehicles	20,000	20,000	-	20,000
Contracted Services	5,000	5,000	-	5,000
Supplies	30,000	30,000	-	30,000
Staff Support Equipment	25,000	25,000	-	25,000
USU/UEN IVC Virtual Budget/End Site Improvments	50,000	50,000	-	50,000
Equipment Room & Shop	10,000	10,000	-	10,000
TOTAL	1,586,180	1,588,396	2,216	1,588,396

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
APPLICATION ENGINEERING

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	531,307	545,633	14,326	545,633
Software & Supplies	1,000	1,000	-	1,000
In-State Travel	1,700	1,700	-	1,700
Equipment	6,000	6,000	-	6,000
Supplies (Misc. Staff Equip, Lab Support)	3,000	3,000	-	3,000
Professional Development	10,000	10,000	-	10,000
TOTAL	553,007	567,333	14,326	567,333

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
UEN SPECIAL PROJECTS

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE
Elementary/Charter One Time	305,000	-	(305,000)
TOTAL	**305,000**	**-**	**(305,000)**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
TECHNICAL SERVICES PLANNING - Barry Bryson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	244,489	244,700	211	244,700
Staff Equipment	2,000	2,000	-	2,000
Software & Supplies	1,000	1,000	-	1,000
In-State Travel	1,000	1,000	-	1,000
Remote Phone/Pager Access	3,810	3,810	-	3,810
Professional Development	5,000	5,000	-	5,000
Consulting Etc. (Real Server Licensing)	10,000	10,000	-	10,000
TOTAL	267,299	267,510	211	267,510

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
RAPID DEVELOPMENT - Jim Stewart

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	-	149,426	149,426	149,426
TOTAL	-	149,426	149,426	149,426

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
SECURITY - Troy Jessup

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	259,840	269,069	9,229	269,069
Security Projects & Employee Equipment & Software	30,000	30,000	-	30,000
Staff Equipment	4,000	4,000	-	4,000
Professional Development	3,000	3,000	-	3,000
In State Travel	1,000	1,000	-	1,000
Software Licensing	5,700	5,700	-	5,700
UtahSaint Project	7,500	7,500	-	7,500
Phone / Pager Access	3,100	3,100	-	3,100
Supplies	1,000	1,000	-	1,000
TOTAL	315,140	324,369	9,229	324,369

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
ENTERPRISE APPLICATIONS SUPPORT - Bryan Peterson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES	
				State Approp.	Reimbursements
Personnel	375,646	385,950	10,304	323,735	62,215
Hardware and Hardware Maintenance	222,157	222,157	-	222,157	
Software and Software Maintenance	204,620	204,620	-	204,620	
Supplies	12,500	12,500	-	12,500	
Professional Development	10,000	10,000	-	10,000	
Telecomm Costs / Dial-in Equipment	14,915	14,915	-	14,915	
TOTAL	839,838	850,142	10,304	787,927	62,215

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
COURSE MANAGEMENT SYSTEMS - Bryan Peterson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	State Approp.	ONE-TIME Other	Total Expenses
Personnel (NEW WEBCT PERSONNEL)	310,652	313,128	2,476	313,128		313,128
Hardware and Hardware Maintenance	64,955	64,955	-	64,955		64,955
Software and Software Maintenance	850,320	862,320	12,000	614,650	247,670	862,320
Professional Development	12,000	12,000	-	12,000		12,000
Telcomm Costs/ Equipment	4,925	4,925	-	4,925		4,925
Supplies	400	400	-	400		400
TOTAL	1,243,252	1,257,728	14,476	1,010,058	247,670	1,257,728

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
RESEARCH NETWORK - Jim Stewart, Barry Bryson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES
				State Approp.
NLR Fee (FRGP Fees & Equipment)	100,000	100,000	-	100,000
Internet 2	100,000	100,000	-	100,000
Support for UIT	50,000	50,000	-	50,000
NLR Local Loop	62,000	62,000	-	62,000
TOTAL	312,000	312,000	-	312,000

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
SOFTWARE DEVELOPMENT - Bryan Peterson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSE State Approp.	ONE-TIME USOE	TOTAL
Personnel	696,412	604,137	(92,275)	526,850	77,287	604,137
Software and Software Maintenance	8,000	8,000	-	8,000	-	8,000
Equipment	5,000	5,000	-	5,000	-	5,000
Supplies	2,000	2,000	-	2,000	-	2,000
Professional Development	22,000	22,000	-	22,000	-	22,000
Remote Phone / Pager Access	3,500	3,500	-	3,500	-	3,500
TOTAL	736,912	644,637	(92,275)	567,350	77,287	644,637

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
VIDEO OPERATIONS CENTER - Louie Valles

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel SLC VOC	315,682	252,351	(63,331)	252,351
Personnel from IP Video USU/UEN	476,099	477,665	1,566	477,665
Parts & Supplies	4,500	4,500	-	4,500
Equipment	25,000	25,000	-	25,000
Service Contracts Codecs/MCU	295,000	295,000	-	295,000
Telephone and Support VOC/IP	21,000	21,000	-	21,000
In-state Travel	2,500	2,500	-	2,500
Telephones	8,000	8,000	-	8,000
Professional Development	25,000	25,000	-	25,000
TOTAL	1,172,781	1,111,016	(61,765)	1,111,016

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
ADVOCATES - Barry Bryson

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	151,656	151,917	261	151,917
Supplies	1,000	1,000	-	1,000
Equipment	2,600	2,600	-	2,600
Wi-Fi data cards	1,440	1,440	-	1,440
Phones	2,088	2,088	-	2,088
Professional Development	6,000	6,000	-	6,000
In-State Travel	12,500	12,500	-	12,500
TOTAL	177,284	177,545	261	177,545

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
LOGISTICS - Louie Valles

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	92,096	91,402	(694)	91,402
Equipment & Office Supplies	2,000	2,000	-	2,000
Professional Development	3,000	3,000	-	3,000
In-state Travel	500	500	-	500
TOTAL	97,596	96,902	(694)	96,902

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
KUEN PROGRAMMING - Laura Hunter

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES		
				State Approp.	CSG	TOTAL ON-GOING EXPENSES
KUEN Program Purchases	287,921	287,921	-		287,921	287,921
KUEN On Air	16,500	16,500	-	16,500		16,500
NETA Membership	11,600	11,600	-	11,600		11,600
Videotape	13,000	13,000	-	13,000		13,000
Dues/Fees, Wiche, PBMA	46,000	46,000	-	46,000		46,000
Interconnect Dues	134,000	134,000	-		134,000	134,000
Sched. Software	5,800	5,800	-	5,800		5,800
TOTAL	514,821	514,821	-	92,900	421,921	514,821

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
I S - OPERATIONS - Laura Hunter

| BUDGET LINE ITEM | APPROVED BUDGET FY 2010 | PROJECTED BUDGET FY 2011 | CHANGE | ON-GOING EXPENSES | | |
				State Approp.	KUED & USOE	TOTAL ON-GOING EXPENSES
Personnel	940,542	870,842	(69,700)	809,282	61,560	870,842
Supplies	6,500	6,500	-	6,500		6,500
In-State Travel	3,000	3,000	-	3,000		3,000
Leased Vehicles	1,770	1,770	-	1,770		1,770
Professional Development	20,000	20,000	-	20,000		20,000
USOE Specialist	5,000	-	(5,000)	-		-
Equipment	7,000	12,000	5,000	12,000		12,000
Phones/Pagers	9,000	9,000	-	9,000		9,000
Program Evaluations	2,000	2,000	-	2,000		2,000
TOTAL	**994,812**	**925,112**	**(69,700)**	**863,552**	**61,560**	**925,112**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
I S WEB RESOURCES - Laura Hunter

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES			INTEL GRANT
				State Approp.	CSG	Total ON-GOING EXPENSES	ONE-TIME Carryforward
Lesson Plans	7,500	7,500	-	7,500		7,500	
Web Design & Maintenance	40,000	40,000	-	20,832		20,832	19,168
WEBCT Vista Support	2,000	2,000	-	2,000		2,000	
Content Forum	1,500	1,500	-	1,500		1,500	
Digital Media Services	50,000	50,000	-	50,000		50,000	
Software (Pioneer Committee)	510,243	510,243	-		510,243	510,243	
TOTAL	**611,243**	**611,243**	**-**	**81,832**	**510,243**	**592,076**	**19,168**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
I S PROFESSIONAL DEVELOPMENT - Laura Hunter

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES State Approp.
Personnel	581,058	574,679	(6,379)	574,679
Professional Development	14,000	14,000	-	14,000
In-state Travel	6,000	6,000	-	6,000
Leased Vehicles	8,000	8,000	-	8,000
Phones	16,200	16,200	-	16,200
Regional Training Specialists	275,423	268,758	(6,665)	268,758
Equipment	5,000	5,000	-	5,000
Software	4,500	4,500	-	4,500
Workshop Supplies-Duplications/Mailings	12,000	12,000	-	12,000
TOTAL	922,181	909,137	(13,044)	909,137

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
KUEN Broadcast Engineering

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	State Approp.	CSG	Total Expenses
Personnel	268,496	268,496	-		268,496	268,496
KUEN Transmitter	29,306	29,306	-	29,306		29,306
Service Contracts/Maintenance Agreements	17,379	17,379	-	17,379		17,379
Supplies/Repairs/Maintenance	15,000	15,000	-	15,000		15,000
Statewide Distribution (KUEN Projects)	30,075	30,075	-	30,075		30,075
Statewide Distrib Base Budget (30%) Per KUED	83,387	83,387	-	83,387		83,387
Professional Development	10,000	10,000	-	10,000		10,000
Equipment	27,400	27,400	-	27,400		27,400
TOTAL	**481,043**	**481,043**	**-**	**212,547**	**268,496**	**481,043**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
KUEN DTV Conversion

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	State Approp.	CSG	Total Expenses
DTV Utah Operating Costs	135,000	135,000	-		135,000	135,000
NTIA 2007 Translator Match Reimbursed to KUED	23,266		(23,266)			
NTIA 2008 Translator Match owed KUED when complete.	86,000		(86,000)			
NTIA 2008 Masstech Match owed KUED when complete.	50,500		(50,500)			
DDF Rnd 11 Match owed KUED when complete	149,535		(149,535)			
DDF Rnd 14 Not Awarded (Match $28,500 Not Awarded $113,130)	28,500		(28,500)			
RUS 2008 Piute County Translators No Match	23,602		(23,602)			
RUS 2008 Millard County Translators No Match	58,445		(58,445)			
RUS 2008 San Pete County Translators No Match	17,238		(17,238)			
TOTAL	**572,086**	**135,000**	**(437,086)**	**-**	**135,000**	**135,000**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
Operations & Maintenance

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	ON-GOING EXPENSES	
				State Approp.	CSG
Building Maintenance	110,000	110,000	-	110,000	
EBC Computer Support	190,000	190,000	-	190,000	
U of U Building O & M Expense	130,000	130,000	-	-	130,000
UEN Operating Funds	594,951	594,951	-	594,951	
TOTAL	**1,024,951**	**1,024,951**	**-**	**894,951**	**130,000**

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
STEM

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE
Personnel & Contractors	119,000	89,000	(30,000)
Materials and Supplies	3,000	3,000	-
Outreach & Dissemination	3,000	3,000	-
TOTAL	125,000	95,000	(30,000)

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
FMUT

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE
Personnel	4,940	-	(4,940)
Subcontractors	800	-	(800)
Materials & Supplies	7,660	-	(7,660)
Travel	4,200	-	(4,200)
TOTAL	17,600	-	(17,600)

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
LITTLE BITES, BIG STEPS

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE
Service and Support Contracts	1,494	-	(1,494)
Consulting	-	-	-
TOTAL	1,494	-	(1,494)

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
Internet Safety Project SEPC #8E02

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	Carryforward
Personnel	42,713	-	(42,713)	
Travel	47	-	(47)	
Equipment / Supplies / Operating	580	-	(580)	
Consultant / Contract	4,852	-	(4,852)	
TOTAL	48,192	-	(48,192)	-

UTAH EDUCATION NETWORK
FY 2011 BUDGET PLANNING
Internet Safety Project SEPC #9E02

BUDGET LINE ITEM	APPROVED BUDGET FY 2010	PROJECTED BUDGET FY 2011	CHANGE	Carryforward
Personnel	127,211	42,787	(84,425)	42,787
Travel	20,055	7,808	(12,247)	7,808
Equipment / Supplies / Operating	83,634	53,973	(29,661)	53,973
Consultant / Contract	142,100	-	(142,100)	-
TOTAL	373,000	104,568	(268,433)	104,568

FY 2011 Strategic Plan Draft - Discussion

Issue

The FY 2011 Strategic Plan Draft incorporates results of the Strategic Planning Retreat held at the Salt Lake Community College Larry H. Miller Campus on May 10th. Further input came from UEN staff in project meetings and at the Instructional Services Planning Retreat held in June 2010. The FY 2010 Plan has been modified and updated to reflect the goals, objectives, and tactics for the upcoming year.

Background

UEN has updated the plan with stakeholder and staff input in light of the past two years of budget reductions and new sources of funding, including stimulus and federal grant funding opportunities. The resulting document is a draft for further discussion and consideration. A number of key policy issues are under consideration including: one-time and on-going funding for UEN broadband connections for new public schools; preservation of the reliability and redundancy of the network; network leadership and support for state, county, municipal, and telehealth partners; replacement funding for IVC hardware and equipment, and support and development of the course management system (CMS) and enterprise web resources for students, parents, and educators.

Recommendation

This is an information and discussion item. Based on further input from Steering Committee members, the document will be presented as an action item during our August 2010 meeting.

TAB 1 ATTACHMENT A
2011 UEN STRATEGIC PLAN - DRAFT

I. WIDE AREA NETWORK
Operate, maintain, and expand a free, reliable and secure 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. Evaluate current filtering system and implement a 5-year plan for CIPA-compliant Internet content filtering system
4. Maintain standarization of network deployment process
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. Preserve and provide future increased Network Operations and Field Operations Staff
9. Strengthen operational coordination between Technical and Instructional Services departments and staff members
10. Support SURIN IPV 6 initiative (implementation on public facing servers, white paper, etc.)

B. Increase reliability of the network to 99.999%.

1. Provide full 10GB WAN redundancy for core UEN network connections in North Ring and 1GB WAN redudancy in Southeast (Uintah Basin, Price, Blanding, Moab, etc.)
2. Increase network utlization 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. Work to secure resources to provide diverse paths for District offices
5. Perform application-level monitoring to ensure good system peformance and user experience
6. Monitor and respond to network outages

C. Increase network capacity by upgrading all remaining elementary and charter schools, all public libraries, and all head start centers to high speed broadband connectivity.

1. Successful project management and implementation of broadband services to schools, libraries, and head starts for the BTOP Round 1 instrastructure grant
2. Ensure good communication and planning with UEN stakeholders in the BTOP implementation (develop website and regular updates)
3. Understand and expand UEN's role as a Community Anchor network
4. Manage high bandwidth sites and provide additional resources allowed by UEN policy
5. Continue to use E-Rate funds to develop broadband access throughout the state

6. Explore additional needs for UEN Points of Presence (PoP) sites

7. Continue to work with community networks to leverage network resources

8. Encourage cooperation and foster relationships between local telephone companies and community networks

9. Continue to work with Districts that have allocated funds for broadband elementary connectivity

10. Continue to work with the State Office of Education, Districts and charter schools to outline a multi-phase project plan for future upgrades in broadband to elementary and charter schools

D. 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

2. Develop a plan to provide services for UEN tools

E. 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 to develop local and national peering opportunities

F. 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 a 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

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

1. Continue participation in national and regional network partnerships

2. Continue to work within the SURIN Board as directed by the UEN Steering Committee

3. Expand optical network capabilities to support emerging research requirements at the state's research universities

4. Work with UDOT, UTA, and commercial partners to acquire fiber in Salt Lake Metro Ring, Logan and Provo Extensions

5. Play key network operation and development role in the NSF EPSCoR project for Utah

6. Assist the UofU as a technical resource in the planning and development of its new data center

7. Explore implementation of Internet2 ION (Interoperable On-demand Network) service in Utah

H. Provide network leadership and support to Utah state, county, municipal, and telehealth partners.

1. Collaborate with Utah Telehealth Network (UTN) on UEN network access where feasible

2. Collaborate with DTS and county and municipal governments on UEN network access and Internet connectivity where feasible

I. Provide technical leadership and staff/stakeholder development.

1. Continue to leverage economies of scale to minimize network operating costs, including Wide Area Network projects

2. Continue support of the Regional Technical Forums

3. Continue providing leadership in technical training: including regional training, techinical summits, and UtahSAINT conference

4. Continue to provide LAN evaluation and consulting as requested

5. Expand advocate program to libraries, USDB, Charter Schools, and Head Starts

6. Support USHE NISST (network infrastructure server storage telecommunications) and Disaster Recovery Groups

II. EDUCATIONAL WEB RESOURCES
Aggregate and deliver a suite of high quality Web-based educational resources to support 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. Expand the Course Proposal interface to allow institutions to import data

2. Coordinate lesson plan development and publishing with USOE.

3. Expand and maintain the core curriculum resource database

4. Conduct website and link clean-up

5. Continue to update the my.uen software as necessary

6. Develop new my.uen portlets, such as an image gallery

7. Move to centralized authentication service

8. Complete the Core Management interface to update the core database

9. Upgrade Sybase database and investigate migrating to MySQL

10. Review and either update code on legacy applications or End of Life

B. Develop and implement new and expanded web resources.

1. Provide individual educator access to eMedia
2. Integrate WIMBA Voice with my.uen for K12
3. Develop reporting tools for the Professional Development group
4. Develop mobile-friendly version of UEN.org
5. Revise Professional Development's web page
6. Complete Professional Development Management "Premium" Registration
7. Expand CACTUS interface as defined by USOE
8. Develop a new UEN-TV online broadcast schedule
9. Investigate the possibility of allowing individual educators to view test data in the state data warehouse
10. Implement an interface that will allow UEN departments to easily update their web pages
11. Implement a rating system for Professional Development courses
12. Develop a new interface for UIMC evaluations
13. Fulfill the requirements of the MISSION US grant
14. Support pending grants
15. Develop Climate Literacy website as defined by grant requirements
16. Work with partners to integrate assessment data, curriculum and instructional behavior where feasible

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 and click through rates of UEN-hosted enewsletters and interactive content

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 the Pioneer Library, Preschool Pioneer, CMS (Course Management Service) 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. Maintain UIMC, KUED, and UEN media assets

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

1. Facilitate discussion of CMS alternatives for higher education and K-12 communities. Decide which CMS to support after Blackboard Vista and create a migration plan.

2. Involve Chief Academic Officers in the evaluation of the CMS

3. Develop federated searching of eMedia using Primo

4. Install additional hardware infrastructure to support new CMS

5. Define and publish instructional use cases for various desktop conferencing software supported by UEN (Movi, ConferenceMe, Wimba)

6. Install and train key UEN staff on Equella OAI harvester, to allow integration with the PBS Digital Learning Library, in addition to other online libraries, such as the Mountain West Digital Library

7. Expand the Utah eMedia assets to provide additional language offerings

8. Define UEN's role and support for Utah's Open Education initiative

9. Plan and design eMedia / my.uen integration

10. Add approximately 1,000 assets to eMedia for the Climate grant

11. Pending funding, add approximately 18,000 math-related assets to eMedia for the Ready to Teach grant

12. Incorporate the PBS Gap Analysis Tool to analyze subject content in eMedia

13. Federate to eMint's professional development content in eMedia

14. Develop and integrate the PBS Digital Learning Library and eMedia

15. Develop and deploy new enterprise DNS management tools and system to UEN stakeholders

16. Support USOE in the Utah Data Alliance (UDA) to develop the Utah Data Alliance Data Share (UDADS) as per the federal grant award by the US Department of Education for the development of the Statewide Longitudinal Data Systems

17. Work with USOE on redesign and development of formative testing tool

18. Provide technical support and hosting to USOE regarding summative testing processes, delivery, and reports

19. Support USOE initiatives in data community initiative

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. Redesign and maintain an eMedia service basic information webpage

4. Publish RSS announcements of features and new content available via eMedia

5. Provide and publish quarterly reports on eMedia access and media download activity

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

7. Support WIMBA promotion and outreach, K-20

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

1. Explore the feasability of centrally hosting a Learning Object Repository, building upon the existing Equella license for eMedia to allow for contribution of digital media assets to the collection

2. Research consortium licensing for Turnitin and other software

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

4. Explore technologies and standards and what roles UEN could serve in federated identity management

5. Support USHE NISST (network infrastructure server storage telecommunications) and Disaster Recovery Groups

6. 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 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 IVC core systems

1. Continue to improve technical support and efficiency in the Technical Services Support Center (TSSC)

2. Maintain staff training and certification by TSSC

3. Maintain inventory and equipment documentation by application and field engineers

4. Provide training and applications for delivery services and content services

5. Update and maintain web pages for IVC (Interactive Video Conferencing)

6. Upgrade site equipment when applicable to comply with current standards

7. Continue support of course scheduling process. Decentralized scheduling

8. Continue to identify new funding sources and solutions (e.g., grants, stakeholders, others)

9. Continue to support UEN Distance Education Catalog

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

1. Continue to evaluate new and emerging video technologies

2. Continue efforts to extend 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 engineering 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. Develop multi-year plan for replacement and upgrade to HD IVC hardware

2. Support Steering Committee in developing policies for UEN and Institutions to develop and carry out multi-year plans to replace $9.6 million in invested IVC hardware

3. Investigate internal communication solutions for project management and coordination

4. Continue to support stakeholder project design, procurement, and implementation

5. Continue assignment of billing and facilitation responsibilities to ready individual institutions

6. Create UEN site selection committee

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

1. Increase school district Technical Coordinators' and educators' understanding of Interactive Video Conferencing Services to improve satisfaction with use of system

2. Investigate and determine new applications for HDTV

3. Continue to evaluate UEN's role or responsibility as it pertains to IVC refresh and upgrades

4. 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

3. Research new development of broadcast technology (i.e., mobile TV, 3dTV) and determine how it can be used to serve our mission.

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.)
4. Develop long-term goals and plan for station programming/content and new broadcast mediums (including mobile TV, IPTV, 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, both online and in person
3. Continue to provide "just in time" training opportunities and evaluate tools and resources to diversify these activities
4. Continue to produce more video tutorials and publish on the web
5. Conduct assessment of teachers'/districts' technology professional development needs
6. Analyze National Education Technology Plan and current and new courses' alignment with national goals

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

1. Incorporate "office hours" using WIMBA
2. Increase interactivity in online courses without increasing facilitator time commitment using SoftChalk
3.   Implement ongoing, subject-specific webinar or podcast cooperating with state curriculum specialists
4. Develop learning opportunity for mobile computing "power users"

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

1. Explore and implement new web tools and social networking as available and practical
2. Develop tech minute videos and other content for broadcast and web sharing
3. Explore course rating and recommendation system for incorporation in PDMS

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 the 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. Educate Legislature and Governor's Office on importance of meeting future broadband needs for new schools; develop funding model to address one-time and on-going costs
2. Advocate for UEN Technical Services operational needs to maintain the network to ensure network reliablity and uptime
3. Achieve equity in UEN funding for elementary school high-speed connections for school districts
4. Coordinate E-Rate process with SLD, K-12 Districts, Libraries, Head Start, and telecom providers
5. Facilitate creation of Higher Education purchasing group - libraries, IT, education, E-Media
6. Seek grant and foundation funds; coordinate these projects with stakeholders as appropriate
7. Develop policies to ensure coordination with the FCC Broadband Plan; work to secure potential sources of new funding (E-rate, Connect America Fund, etc.)
8. Monitor the national Unified Commuinty Anchor Network (UCAN) program and coordinate with UEN's strategic plan where appropriate

C. Track UEN's 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 **2**

UTAH DATA ALLIANCE - ACTION

Issue

In the fall of 2009 USOE formed an alliance of agencies to collectively apply for a grant to establish a Statewide Longitudinal Data System, with funding provided through the American Recovery and Reinvestment Act Grant. The US Department of Education awarded USOE an ARRA Grant with funding of $9.6 Million for a three-year period to begin on July 1, 2010 to end on June 30, 2013. (See Grant Award Document CFDA # 84.384A PR/Award # R384A1000562012 in Attachment A).

Background

Utah Data Alliance

In August 2009 a working group was formed by USOE to apply for the grant. It consisted of representatives from the following entities:

- Utah State Office of Education (USOE)
- Utah System of Higher Education (USHE)
- Utah College of Applied Technology (UCAT)
- Utah Department of Workforce Services (DWS)
- Utah Education Network (UEN)
- Utah Education Policy Center (UEPC) – (The University of Utah College of Education)

The above agencies formed the Utah Data Alliance (UDA). The alliance will be tasked with achieving the required outcomes of the grant.

Utah Data Alliance Data Share

Utah Data Alliance Data Share (UDADS) will be the formal name for the service to be created. It will be constructed and updated through scheduled import of data from partner agencies. UDADS will transform, clean and load the data and integrate it into an accessible and timely data store for analysts, statisticians and researchers. For the first time ever, UDADS will link data from each of the participating alliance agencies into one data store, to be used for educational research. This new and continually growing data share will enable many new and never-before-possible research studies to be undertaken. (See Attachment A for project abstract and a link to the full application for additional project details).

UEN's UDA Role

Each UDA member organization will have representation on a steering committee providing total project oversight, and on the project management team tasked with the tactical planning and operation of UDADS. UEN will have one representative on the UDA steering committee. Additionally UEN will fill two positions on the UDA management team, a project manager and an organization management representative (see Figure 1).

Figure 1 – UDA Organizational and Governance Structure
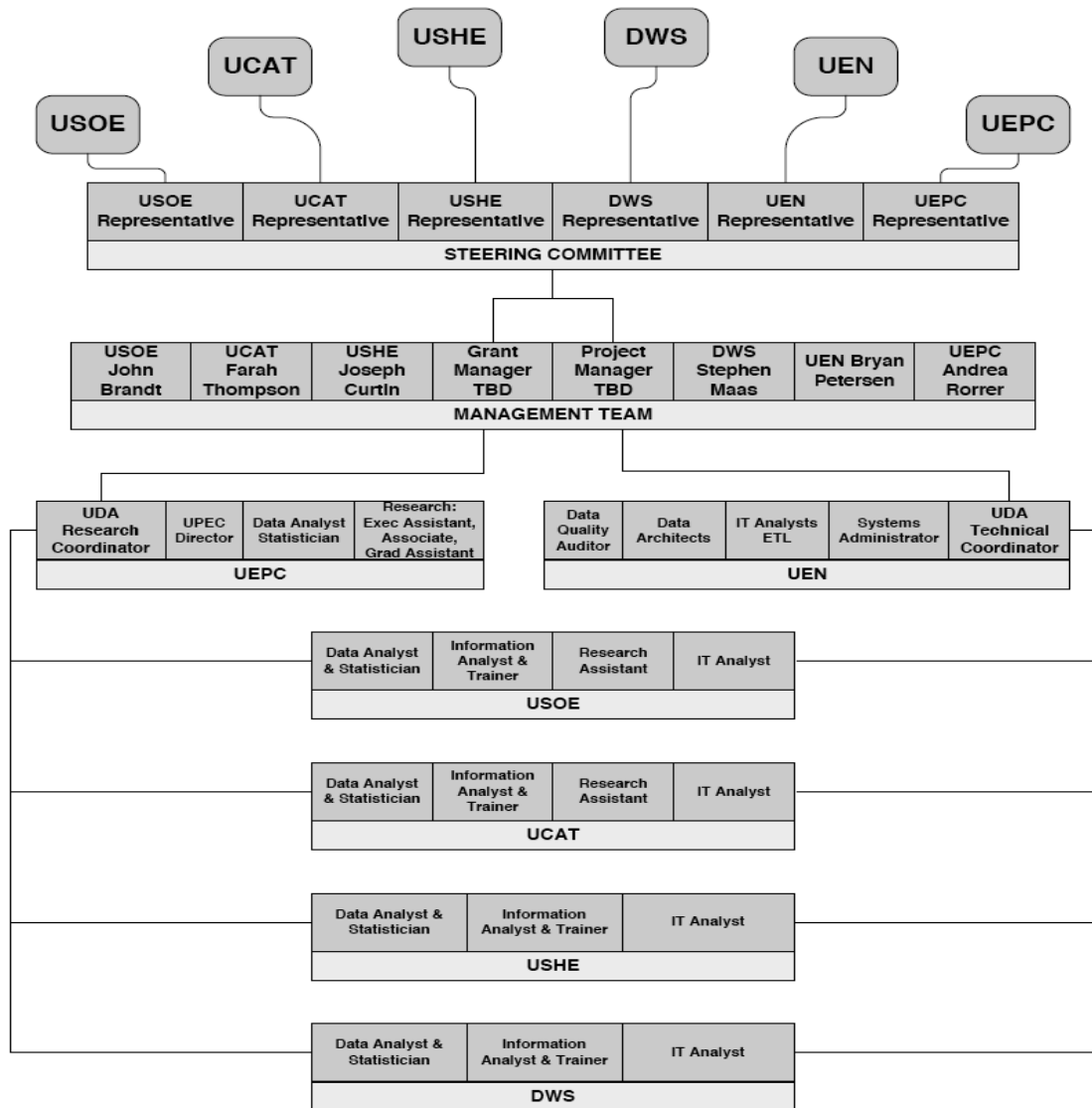
UEN will be the primary location and custodian of UDADS and serve as the project coordinator for the requirements, design, and implementation of the data warehouse, which will be the center of UDADS. UEN's technical role, project outcomes, and preliminary budget are described in greater detail in the DOE Grant Award and Narrative (a link to the full document is provided in Attachment A).

Summary

UEN has a proven track record working in collaborative projects with educational agencies to provide enterprise level services. UDA is a collaborative effort between multiple educational agencies and is commissioned to develop UDADS as an enterprise level research data warehouse service. UEN's role in UDA is to develop UDADS to meet requirements of the grant. UEN will work collaboratively with other UDA agencies to implement UDADS.

Recommendation

Because this will be a new enterprise service, it is recommended that the Steering Committee approve UEN's role and involvement in the Utah Data Alliance, and the primary responsibility UEN will have to facilitate the development and implementation of UDADS. This activity will be the major outcome of the US Department of Education Statewide Longitudinal Data System Grant as described in the Grant Award Document, which may be reviewed from the link provided in Attachment A.

TAB 2 ATTACHMENT A

PROJECT ABSTRACT AND GRANT AWARD DOCUMENT LINK

Utah Application for 2009 USED-IES-NCES-SLDS Grant Program

Utah Data Alliance (UDA)

Utah has a well-established history of strong student longitudinal data systems in the K-12 range of public education. Of the seven capabilities and twelve elements the statewide longitudinal data system (SLDS) request for application prescribes and listed below, Utah public education systems fulfill most either in part or in whole. This Utah Data Alliance project's objectives and outcomes can be summarized as the fulfillment of the entire set of SLDS requirements. Some of these requirements must be completed in part or in whole, while others need some improvements, most notably in the availability of data for decision-making.

The fulfillment of these requirements requires that several agencies work together, first to pool their data, and then to coordinate the analyses of those data. This work will allow the partner agencies to answer questions about their policies, programs and practice. One can visualize the resulting system as a hub-and-spoke configuration with the partner agencies on the ends of the spokes and the data warehouse in the hub. The UEN assumes the role of custodian of the data warehouse that maintains those data, while the other agencies on the ends of the spokes provide and/or consume data from the warehouse. The following table lists the participating agencies and their roles as provider and/or consumers.

AGENCY	PROVIDER	CONSUMER
Utah State Office of Education (USOE)	X	X
Utah System of Higher Education (USHE)	X	X
Utah College of Applied Technology (UCAT)	X	X
Utah Department of Workforce Services (DWS)	X	X
Utah Education Network (UEN)		
Utah Education Policy Center (UEPC) The University of Utah College of Education		X
Utah Department of Human Services (UDHS) Plays a part in youth corrections data	X	
Utah Department of Health (UDH) Plays a part in Title I, Part C only		X

All of the outcomes proposed by this application help fulfill the capabilities and elements of a complete longitudinal data system. Those required capabilities and elements are listed below. The bolded text indicates those portions of the capabilities and elements that are the outcomes of this grant. Many of those outcomes can only be achieved through the development of other enabling outcomes such as the building of a consolidate data warehouse.

Capabilities:

1. Examine student progress and outcomes over time, from preschool through postsecondary education and into the workforce including;

   a. **students' preparation to meet the demands of postsecondary education, the 21st century workforce, and the Armed Forces**

   b. data at the individual student level from **preschool** through **postsecondary education and into the workforce**

2. Facilitate and enable the exchange of data **among agencies,** using **standard data structures, data formats, and data definitions to ensure linkage and connectivity among the various levels and types of data.**

3. Link student data with teachers, i.e., it must enable the matching of teachers and students

4. Enable the matching of teachers with information about their certification and teacher preparation

5. The system must enable data to be easily generated for continuous improvement and decision-making

6. **Must ensure the quality and integrity of data contained in the system**

7. Reporting progress on the metrics established for the **State Fiscal Stabilization Fund**

Data System Elements:

1. Unique statewide student identifier (follows students from P-12 through post-secondary)

2. Student-level enrollment, demographic, and program participation information

3. **Points at which students exit, transfer in, transfer out, drop out, or complete P-16 education programs**

4. **The capacity to communicate with higher education data systems**

5. **Data audit system assessing data quality, validity, and reliability**

6. Records of individual students with respect to assessments under section 1111(b) of ESEA

7. Information on students not tested, by grade and subject

8. Teacher identifier system with the ability to match teachers to students

9. Student-level transcript information, including information on courses completed and grades earned

10. **Student-level college readiness test scores**

11. **The extent to which students transition successfully from secondary school to postsecondary education, including whether students enroll in remedial coursework**

12. **Data that provide other information determined necessary to address alignment and adequate preparation for success in postsecondary education**

The grant application will describe the development and delivery of numerous tangible outcomes (human resources, tools, databases, organizational and management structures, and processes) that will help complete the fulfillment of all seven capabilities and twelve elements prescribed by the grant. These more tangible, enabling outcomes provide the capacity to achieve the less tangible, but more important, outcomes. **These outcomes are the components of the seven capabilities and twelve elements that call for answering multiple categories of education and workforce policy, practice and program questions; and require the analysis of individual level data across multiple levels of education and employment.**

There are four basic categories of enabling outcomes:

1. Human resources are the major component of the project. Numerous positions and roles are needed. Business and systems analysts will define the needed systems, processes and procedures. IT specialists, working with the analysts will build the data warehouse. Trainers will ready the data analysts and researchers so they can effectively use the data. Moreover, those data analysts, statisticians and researchers will answer the policy, practice and program questions.

2. The integrated data warehouse is the most tangible enabling outcome. It will be constructed and updated through scheduled import of data from partner agencies. It will transform, clean and load the data so that it can be integrated into an accessible and timely data store for the data analysts, statisticians and researchers.

3. Management of the project, processes and procedures is vital not only in the initial development phases of the project, but in the following years as the teams in the partner agencies work on individual projects/questions and collaborate on shared outcomes. During the initial period, this work will more often than not take the form of project management. Data management and governance will be emphasized.

4. Training and staff development must be ongoing throughout the project. Those using the data need to understand the semantics and the structure of the data as well as the business intelligence tools used to work with those data.

The US Department of Education Statewide Longitudinal Data System Grant as described in the Grant Award Document, may be found online at:

uen.org/steering/materials/

3

NTIA BTOP Infrastructure Grant
Round 1 Project Update - Discussion

Issue

This report summarizes progress UEN has made with the National Telecommunications Information Administration (NTIA) Broadband Technology Opportunity Program (BTOP) infrastructure award made to UEN in February. This award involves extending broadband services to 130 community anchor locations (elementary schools, charter schools, libraries, and head start locations). Due to a Special Award Condition (SAC) placed on the UEN BTOP grant by NTIA, all grant funding is on hold until NTIA issues a finding of no significant impact (FONSI) on the complete environmental assessment report submitted by UEN. Within six months of the SAC, UEN must establish with NTIA that the BTOP project is compliant with the National Environmental Policy Act (NEPA) and National Historic Preservation Act (NHPA). UEN has until the end of July to submit our final environmental assessment with a conclusion of the engineering analysis.

Background

On April 1st, UEN was required to submit a report to NTIA on the Special Award Conditions (SAC) placed on the BTOP grant by NTIA. Working with the University Office of Sponsored projects, UEN submitted our SAC report before the deadline. Information contained in the report addressed such items as accounting system verification, construction-related requirements, land easements and right-of-way certifications, etc. UEN was also required to submit project Baseline and 1st Quarter Performance Reports by April 30th to be compliant with ARRA and BTOP reporting requirements. Lisa Kuhn and James Brown were the key staff developing and submitting the reports for UEN. After the initial report submission, UEN received some feedback from our NTIA Program Officer and followed up on the requested changes. UEN's 1st Quarterly progress, financial and ARRA reports were submitted and approved by NTIA. UEN's baseline report for the project was approved by our compliance officer.

The NEPA Environmental Assessment is required for any federally funded project that has the potential of environmental impact including ground disturbance, air and noise pollution, critical habitat, historic sites or structures, wetlands and waterways.

During the due diligence process for the BTOP grant, UEN was required to complete a detailed environmental questionnaire. UEN retained Ludlow Engineering, a local engineering firm specializing in civil engineering for telecom projects, to complete the questionnaire. NTIA determined after reviewing the questionnaire that a post-award

environmental assessment was necessary for UEN's project. UEN must complete the environmental assessment within a six month period. NTIA has also "started the clock" on UEN's project plan and implementation schedule. The challenge for UEN is the Environmental Assessment must be completed before project funds are released, however UEN must stay on track with the project timeline regardless of the impact of the environmental assessment to comply with BTOP requirements.

UEN has retained the services of an engineering firm and archeological consulting firm to assist with the assessment and is working diligently to complete the assessment for review. NTIA allows for the use of grant funds towards the cost of professional services and the assessment; but these costs were not identified in the UofU/ UEN grant request and most likely were not included in other applicant requests.

As of the date of this report, the engineering portion of the Environmental Assessment is two-thirds complete, the Cultural Resource survey portion of the historic survey is finished and the archeologists are completing their report on project locations that require an on-site survey. UEN will begin reviewing portions of the Environmental Assessment within the week and have the complete assessment ready for NTIA review before the end of June.

Recommendation

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

T A B **4**

UEN T ECHNICAL S UMMIT U PDATE - D ISCUSSION

Issue

UEN Technical Services will be holding its annual Technical Summit this month at Weber State University. The agenda is provided as Attachment A.

Background

One of the stated goals of UEN is to provide technical training for its stakeholders. UEN Technical services has been performing a Technical Summit conference for a number of years. This conference focuses on technical training and updates we feel are essential for maintaining good networks.

The upcoming UEN Technical Summit will be held June 15-17th, 2010 at Weber State University.

This summit provides low-cost training and will cover a variety of technical topics. We encourage UEN Stakeholders to participate in the conference where possible. The latest information regarding this conference and its schedule can be found online at *summit.uen.org*.

We express our appreciation to WSU for their willingness to donate the use of their facilities for this conference.

Recommendation

This is an informational item requiring no further action. However, UEN respectfully requests that committee members encourage participation when appropriate.

<u>Tuesday June 15th – Elizabeth Hall Building, Room 229</u>

Welcome and Opening Remarks

State of UEN

Mike Petersen, Executive Director, UEN and Barry Bryson, Associate Director, UEN

Keynote Address

Jen Leasure, The Quilt

Unified Communications

Dave Packham, University of Utah

SURIN

Jim Stewart, Director of Technical Services, UEN

UTIPS

Nate Ober, Educational Software Specialist, Utah State Office of Education

Managing New Construction with the State DFCM

Loren Casterline, Utah Division of Facilities Construction and Management

<u>Wednesday June 16th – Elizabeth Hall Building, Room 229</u>

Breakout Sessions

Fiber Fundamentals – Part 1

Jack Shosted, UEN

What Can DNS Do For You? – Part 1

Bryan Peterson and Kelly Gennessy, UEN

iPad Sushi, Part 1

Barry Bryson, Associate Director, UEN

Breakout Sessions

Fiber Fundamentals – Part 2

Jack Shosted, UEN

What Can DNS Do For You? – Part 2

Bryan Peterson and Kelly Gennessy, UEN

iPad Sushi – Part 2

Barry Bryson, Associate Director, UEN

Breakout Sessions

Network Design & Troubleshooting – Part 1
  Joe Clyde, Scott Richardson and Dan Mills, UEN

VMWare Tips and Tricks – Part 1
  Kevin Parker

Diagnosing Network Issues
  Troy Jessup and Kelly Gennessy, UEN

Breakout Sessions

Network Design & Troubleshooting – Part 2
  Joe Clyde, Scott Richardson and Dan Mills, UEN

VMWare Ins and Outs – Part 2
  Chad Lake

EMedia Changes
  TBA

Breakout Sessions

Content Filtering Strategies
  Troy Jessup and Wes Ferguson, UEN

UPS - "Power On!" –Part 1
  Ray Ward, Tech Connect

Breakout Sessions

IPv6 Case Studies and Training – Part 1
  Kevin Quire and Kelly Gennessy, UEN

UPS - "Power On!", Part 2
  Ray Ward, Tech Connect

Breakout Sessions

IPv6 Case Studies and Training – Part 2
  Kevin Quire and Kelly Gennessy, UEN

Solar @ Home – Going Green
  John Desha, UEN

Thursday June 17th – Elizabeth Hall Building, Room 229

Hosted PBX / VOIP
  Jeff Egly, UEN

Proper Handling of RIAA and MPAA Incidents
  Patrick Bergen, UEN

What's Under the Hood at UEN.NET <http://UEN.NET>
  Troy Jessup, UEN

Security Considerations with Collaborative Technologies
  Troy Jessup, UEN

Frisco Peak Observatory
  Wayne Springer

What is MOVI and Desktop Video?
  Louie Valles, Manager, UEN

Wireless
  Kevin Grover, USU and Don Remy, NUES

Upcoming UtahSAINT Announcement
  Troy Jessup, UEN

T A B **5**

COURSE MANAGEMENT SERVICE TIMELINE UPDATE - DISCUSSION

Issue

At the April 2010 UEN Steering Committee meeting, UEN proposed a process for shifting its Course Management Service platform. Additional input has been provided through the UEN Steering Committee planning retreat.

Background

UEN holds and has negotiated the software subscription contract for the Blackboard Vista (formerly WebCT Vista) online course management suite for the last six years. The current contract with Blackboard expires on June 30, 2012. As Blackboard will be ending support for the Vista product as of December 2012, UEN and all USHE institutions relying on this product must shift to another CMS/LMS platform before June 30, 2012.

CMS/LMS Options

UEN, in coordination with each institution, has been actively pursuing alternatives to the current Blackboard Vista product. Several pilot projects are now in place with alternative CMS systems.

Update on CMS Evaluation Process

Spring Semester 2010

- Collaborate with all institutions on LMS requirements, each institution decide and submit their 10 most important requirements.

- UEN will compile the results and publish a summary of the most important requirements. These will become the basis for RFP requirements.

- Finalize the timeline and milestones for the evaluation process for Summer Semester 2010.

Progress since April

Representatives from each USHE institution were identified and submitted their top 10 requirements. The summary of the top 10 requirements is included under this item as Attachment A.

The timeline and milestones for Summer Semester 2010 are presented below:

Summer Semester 2010

- Research and Evaluate commercial LMS vendors and open source solutions to determine how closely these meet established requirements.

    ◇ Arrange for demos and Q&A sessions with commercial vendors.

    ◇ Arrange and/or provide demos for Open Source solutions and Q&A with possible commercial entities that provide professional support for Open Source solutions.

- Interview representatives of other higher education institutions that have adopted any of the alternate platforms we end up considering as replacement candidates.

- Experiment with systems in a sandbox, including content migration from Vista courses.

- Develop RFP and Evaluation criteria throughout the Summer Semester to be ready by the end of August 2010.

- Determine whether any evaluated solutions meet our established requirements. If necessary, finalize the RFP for replacement CMS/LMS product. If either Open Source solution or Blackboard Learn are the preferred solution, begin renewal process for Blackboard, or establish Open Source support plan.

Progress made since April

The group that collaborated on CMS Requirements identified six CMS systems to evaluate, based upon the requirements. These systems include:

- Blackboard Learn 9
- Desire2Learn
- Sakai
- Moodle
- Canvas (Instructure)
- Brain Honey (Agilix)

With the recent acquisition of The Learning Edge (Equella) by Pearson, we've decided to also evaluate eCollege because of possible integration advantages with Equella.

UEN has arranged for web-based demonstrations and test accounts/courses for the following:

Blackboard 9.1 – Live Presentation
  5/19/2010 10:00 am MDT

Sandbox Course Environment
  Hosted by UEN at bb-lab.uen.org

Desire2Learn – Live Presentations
  5/26/2010 10:00 am MDT

"Deep Dive" Presentation
  6/9/2010 9:00 am MDT

Sandbox Course Environment
  TBA

Sakai/rSmart – Live Presentation
  6/2/2010 10:00 am MDT

Sandbox Course Environment
  https://mysakai.rsmart.com/

Moodle/Moodlerooms - Live Presentation
  6/15/2010 1:30 pm MDT

Sandbox Course Environment
  Create an account at http://moodle.dev.uen.org and send email to scott.allen@ uen.org to create a sandbox course. UEN also hosts a pilot environment for Weber State University.

Brain Honey (Agilix) – Live Presentation
  TBA - Tentatively June 24th

Sandbox Course Environment
  http://blog.brainhoney.com/

Demos and sandbox environments for Instructure and eCollege will be arranged in July. At the Vista Administrators meeting in July, we plan to experiment with building a portion of a course in each system and compare and contrast what we like and don't like about the various systems.

Pilot Courses

The University of Utah and Utah State University are each teaching one class in Blackboard Learn 9.1 during the summer semester. Weber State University is also teaching about 20 courses with 400 total students in Moodle this summer.

Involvement of Chief Academic Officers

From feedback in the April UEN steering committee meeting and at the retreat, we've incorporated the involvement of Chief Academic Officers into the evaluation plan. The CAOs have not met since the April 2010 steering committee meeting, but the CMS Evaluation Process will be discussed at their next meeting. CAOs will be invited to participate in the Vista Administrators meeting in July and future CMS demos. Gary Wixom will assist UEN with communication to the CAOs about developments in the evaluation process and its progression.

Plan for Fall 2010 and Beyond

Fall Semester 2010

- Most likely outcome will be issuing an RFP for the Blackboard Vista replacement. RFP would be issued at the beginning of Fall Semester 2010.

- RFP decision would be concluded by end of December 2010.

- Plan for implementation/migration process and set projects in motion for each institution.

Spring Semester 2011

- Prepare new LMS platform and begin course migration and faculty trainings.

Summer Semester 2011

- First courses offered in the new system. Continue course migration and faculty training.

Fall Semester 2011

- Continue course migration and faculty training.

Spring Semester 2012

- Continue course migration and faculty training.

Summer Semester 2012

- All courses in new system. Retire Blackboard (WebCT) Vista on July 1, 2012.

Blackboard Vista Administrators Group

The Blackboard Vista Administrators group will meet together at the Eccles Broadcast Center on July 1, 2010. The CMS evaluation and process will be a major focus of that meeting. Chief Academic Officers and other stakeholders will be invited to participate in that meeting as well.

Summary

UEN is actively collaborating with institutions and vendors to evaluate alternate CMS/LMS platforms to replace Blackboard Vista within the next two years. We are continuing to follow the timeline outlined in the April 2010 UEN Steering Committee meeting.

Recommendation

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

TAB 5 ATTACHMENT A
TOP TEN REQUIREMENTS

Requirement	Institutions with Requirement in top 10								
A robust, fully-functional gradebook (includes grading options such as rubrics, graded discussions, integration with 3rd party applications, etc.). Gradebook that supports multiple views (ex. student progress dashboard), complex grading calculations and web services grade exchange with PeopelSoft and Banner. Ability to write to the gradebook from something other than an LMS tool. robust, flexible, strong UI. Better gradebook than Bb	WSU	UCAT	UofU	DSC	USU	UVU	CEU	SLCC	SUU
Open enough API to integrate with third party tools like Wimba, Equella, Respondus, Turnitin, SoftChalk, etc. Preferably an open API platform. APIs should be well-documented and an open database allowing us to access all major functionality of the product for custom integrations. The State-wide 3rd party products (i.e.. Respondus, Respondus Lockdown Browser, Wimba, Softchalk, and current Power Links) must be able to be used and integrate with the new LMS. External vender integration (Turnitin, Wimba). Open API to integrate with third parties, with close integration with common vendors	USU	WSU	UCAT	UofU	DSC	CEU	SLCC	SUU	
Enterprise system - ability for multiple campuses to work on a single course. Scalable enterprise architecture (load balancing, managed nodes and support for business class databases). Load performance and stability. Overall stability and security. Levels of security. Scalability	UCAT	UofU	USU	DSC	UCAT	UVU	SLCC	SUU	
Two-way integration with Peoplesoft & Banner. Support for easy course enrollment management including course activation, instructor and student enrollments, guest access, cross-listing through standards-based scripted or live integration with PeopleSoft and Banner. Proven examples of Higher education institutions integrated. (Not just in concept)	USU	WSU	UofU	DSC	UVU	CEU	SUU		
Standard tool set to include (but not limited to): Email, discussions, chat, group functions, assessment tool, assignment, document submission, gradebook, calendar	USU	WSU	UCAT	UofU	UVU	SUU			
IMS-QTI assessment question import. Import and display full-featured SCORM, Common Cartridge and IMS content packages. Publisher support - e-packs and exam questions. Quiz bank and text book importing (IMS QTI). Quiz import tool or compatible with Respondus. SCORM support	USU	UofU	UCAT	DSC	CEU	SLCC			
Ease of use for faculty. Modern interface with minimal screen refreshing. User interface is clean, fast, lightweight, accessible, customizeable. Intuitive, clean, customizable UI that is also accessible.	UCAT	UofU	UVU	SLCC	SUU				
Broad support for common browsers and operating systems MAC, PC. Minimal reliance on 3rd party plug-ins like Java or Flash (if any). NO JAVA, the less software a user has to install and update the better	DSC	UVU	CEU	SLCC	SUU				
Crosslisting (sharing multiple sections with students, gradebook, and content)	USU	UofU	DSC	CEU					
Adheres to Web Accessible Standards (accommodation for blind, deaf and dexterity impaired users)	USU	UofU	SLCC	SUU					

Requirement									
Robust administrative capabilities to include (but not limited to): faculty and student tracking and reporting, user impersonation, flexible learning context hierarchy, ability to customize at the institution level and course level. Administrative granular control of what tools are released for use by instructors and students at both the all-institution and class-by-class level. Administrative UI with granular permissioning and roles. Course archiving abilities.	WSU	UofU	SLCC						
A reasonable migration path. The ability transfer and recreate current Blackboard Vista courses and there content to the new LMS in an easy and painless way with minimal support and changes. (A Vista course migration solution)	WSU	DSC	SUU						
LDAP authentication and an authentication API	USU	SLCC	SUU						
Mobile SMS (voice also preferred) support for course communications and notifications. Extra credit for compatibility with smart phones and emerging mobile devices such as iPad. Working toward adapting for the future with mobile browsers. Mobility: works out of the box on mobile web browsers (i.e. uses open web standards); may or may not have its own "apps" for handheld support	UofU	DSC	UVU						
File manager (FTP/WebDAV access). Must have file up/download functionality.	USU	SLCC							
Customizability : at a minimum we can easily write and build our own "plug-ins", better to customize look and functionality	UVU								
Extensibility: use outside content systems or get content out of in usable, standards-compliant format (as opposed to proprietary .bak files, for instance)	UVU								
Robust/flexible assessment tool with all aspects listed in the current Must-Have category	SLCC								
Ease of organizing and grading assignments.	SLCC								
Threaded discussion/chat and close integration ability with third party options	SLCC								
Fully enabled HTML editing within the LMS framework	WSU								
Web 2.0 Toolset to include (but not limited to): wikis, blogs, journals, podcasting functionality, ability to connect to and easily incorporate other tools as developed	WSU								
Drag and Drop capabilities	CEU								
Selective release capability based upon date, individual, and grade criteria	WSU								
Ability to copy content from semester to semester	CEU								
Student View	CEU								
User activity tracking at all levels & reporting tools	SLCC								
Adequate support from vendor to include (but not limited to): clear upgrade path, active user community and responsiveness to community	WSU								
Self-contained - no additional programming is required	UCAT								
System wide administration/support	UCAT								
Templates - change content once, all child sections receive changes	UCAT								
Ability for students to self-organize learning groups with access to group collaboration tools such as calendar, messaging, wiki and external cloud websites (ie. Google docs, YouTube, etc.)	UofU								

Different methods of contacting users outside of the LMS, i.e. txt, email, twitter updates	CEU									
Rubrics: present in most if not all assessment tools, allow criteria to be shared from assess to assess, if not course to course too, granular control of criteria, etc	UVU									
A centrally hosted environment of our choosing off-site (not to be hosted by the company), where severs and major support issues are handle by UEN. (We want to keep and continue the consortium going)	DSC									
Need the capability of sharing content and courses "easily" with our fellow brother institutions.	DSC									
Syndication and aggregation: not only does it put out a feed, it takes feeds in, too	UVU									
Student identity management: student user accounts are customizeable, personalizeable, link to other web presences, students carry their work beyond semester, maybe can publish	UVU									
Not listed in the top 10, but other important considerations										
Long-term sustainability. For the next 10 years	WSU	UofU								
Supports a community of higher education collaboration	WSU									
Transparent in the product roadmap	WSU									
Built from the core to support learning communities (both instructor and student-created) and promote a culture of participation	UofU									

NETWORK PERFORMANCE AND IVC SERVICES METRICS - DISCUSSION

Issue

The UEN Network Operations Center continues to monitor the health and utilization of the network. This report provides the latest statistics regarding overall network performance. IVC Services Metrics were collected from our UEN Interactive Video Conferencing application, Tandberg Management System (TMS). Network performance and IVC metrics cover the period of spring semester from January 1 through May 31st.

Background

Network Performance Metrics for April 1 through June 1, 2010

Network Backbone Availability

Month to date 100%

Quarter to date 99.992%

Year to date.......................................99.989%

Network Backbone Utilization

North Ring...58% (+5% since last report)

Central Ring 18%

South Ring...34%

Network Latency

North Ring Latency 4.3ms

Central Ring Latency..........................3.3ms

South Ring Latency 5.4ms

Internet Utilization Statistics

Available Bandwidth 12Gbps

Peak Utilization 5.43Gbps

IVC Metrics Summary

The following metrics are provided by the Tandberg Management Suite (TMS) for the UEN IVC system from January 1 through May 31.

Total Unique Classes

Total Unique Classes for: ■ January ■ February □ March ■ April ■ May

	January	February	March	April	May
Concurrent Enrollment	104	116	103	119	43
Higher Education	284	305	248	233	158
Public Education	34	72	38	34	35
Meetings	69	98	79	95	81
Total	491	591	468	481	317

Total Unique Classes for: ■ Self-Initiated □ Total

	Self-Initiated	Total
January	2181	2672
February	1491	2082
March	1810	2278
April	2295	2776
May	1353	1670

Source: Utah Education Network, June 2010

Total Event Reoccurrences

Total Unique Classes for: ■ January ■ February □ March ■ April ■ May

	Concurrent Enrollment	Higher Education	Public Education	Meetings	Total
	783 838 920 812 398	942 1189 1196 1179 456	322 314 375 332 335	108 135 102 118 172	2155 2476 2593 2441 1361

Total Unique Classes for: ■ Self-Initiated □ Total

January	February	March	April	May
2181 4336	1491 3967	1810 4403	2295 4736	1353 2714

Source: Utah Education Network, June 2010

Recommendation

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

STEERING COMMITTEE BUSINESS MEETING

T A B 7

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

April 23, 2010 – 9:00 a.m.

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

Others Present: Scott Allen, Barry Bryson, Rick Cline, Lisa Cohne, Michael Dunn, Jeff Egly, Rich Finlinson, Boyd Garriott, Laura Hunter ,Troy Jessup, Lisa Kuhn, Patrick Lee, Don Mahaffey, Brad Martin, Steve Mecham, Bryan Peterson, Victoria Rasmussen, Joni Robertson, Dennis Sampson, Sabrina Scott, Jim Stewart, Louie Valles, Kathy Webb.

Welcome and Introductions

Gary Wixom welcomed everyone to the April Steering Committee meeting. Glen Taylor joined remotely via IVC.

Committee of the Whole

Tab 14 – New KUED Representation at Steering Committee Meetings

Mike Petersen reported that Larry Smith is retiring from KUED after 12 years as General Manager. Michael Dunn replaces Larry effective May 10, 2010. Please feel free to read all about Mike and his background in Tab 14. Mike Petersen welcomed Mike Dunn to be the newest member of the Steering Committee. **A motion was made and seconded for a resolution of appreciation for Larry Smith. The motion carried.**

Whereas, Larry S. Smith is retiring as General Manager of KUED-7 after an accomplished 32-year career with the station and The University of Utah; and whereas, Smith also served diligently as Chief Financial Officer of the Utah Education Network and as an Associate Director of the Network; and whereas, throughout Smith's career he championed high quality content, staff excellence, professionalism, collaboration and myriad educational services for Utah teachers, students and citizens throughout the state of Utah; Now, therefore the Utah Education Network hereby honors Larry S. Smith with this Certificate of Appreciation, April 30, 2010.

Steve Hess, Michael Petersen, Gary Wixom, Brenda Hales.

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Tab 15–Summary of Legislative Results FY 2010

Mike Petersen said this summarizes the budget decisions for FY 2010 and FY 2011 made during the 2010 Legislative General Session. UEN staff worked closely with the Legislative leadership and Higher Education Appropriation Subcommittee members to soften the impact of budget reductions proposed for UEN. Our budget situation for FY 2011 will be quite manageable. To see the detailed breakout please refer to Tab 15.

Tab 16 – FY 2011 Budget and Planning

Mike Petersen explained that it is time once again to plan the annual Strategic Planning Retreat in connection with the FY 2011 Budget for next year. See Tab 16 for a list of proposed topics the retreat. Several dates were discussed and it was decided that Monday May 10, 2010, at the Salt Lake Community College, Larry H. Miller Campus would be the site for this year's retreat. An invitation and more information would follow in a separate email.

Tab 17 – Status Report on Federal Grant Proposals

Mike Petersen reported that in February 2010, UEN received a $13.5 million award from NITA for our Round 1 BTOP infrastructure application. Building on that successful application, we have also applied for two additional BTOP awards in Round 2 Infrastructure and Round 2 Sustainable Broadband Adoption. UEN is involved with numerous entities including, Utah State University, The University of Utah, Salt Lake City Library, Qwest Communications, American Fiber Systems, just to name a few, which includes several major projects all over the state. To see all of the opportunities that UEN is involved with, please refer to Tab 17. UEN will continue to keep Committee members aware of these opportunities as funding decisions are made at the Federal level.

Tab 18 – FCC National Broadband Plan

Sabrina Scott reported to the Committee that on March 16, 2010 the National Broadband Planning Task Force presented the National Broadband Plan to Congress and the public. To see the complete plan please visit the website *www.broadband.gov*. A good overview of the National Broadband Plan may be obtained by reading the plan's five page Executive Summary. For a more detailed outline regarding the plan, please refer to Tab 18 and Tab 18 Attachment A.

Tab 19 – National Education Technology Plan

Laura Hunter told the Committee that a draft version of the National Educational Technology Plan (NETP) is available and up until May 5, 2010, input may still be given. Users can comment on each individual page and they may download the full plan in myriad formats at the following website: *www.ed.gov/technology/netp-2010*. A brief summary of the NETP recommendations can be found in Tab 19, Attachment A.

Tab 20 – Course Management Service Timeline

Bryan Petersen and Scott Allen reported on the Course Management Service. UEN today holds and has negotiated the software subscription contract for the Blackboard Vista online course management suite for the last six years and currently hosts all of the Higher education Institutions except for Weber State University and Southern Utah University. The current contract with Blackboard expires on June 30, 2012. UEN and all USHE institutions relying on this product must make a CMS/LMS platform decision before June 30, 2012.

Bryan shared that there is an extensive "Product Decision Plan," which can be found in Tab 20. Bryan encouraged everyone to read this and if they had any questions, to please contact him or Scott Allen. There will be more discussion regarding this topic at the June meeting.

Tab 21 – National Award and Publicity for UEN

Rich Finlinson reported to the Committee that UEN received a "My Source Community Impact Award for Education" for its my.source campaign promoting NetSafe Utah. In addition UEN has been featured in news reports by KSL-TV, The Salt Lake Tribune and the nationally distributed public broadcasting trade publication. Supporting documents and links can be found in Tab 21 Attachment A.

Tab 22 – Snapshot 2010 Report

Donna Jones Morris shared with the Committee the success of the "Snapshot 2010 One Day the Life of Utah Libraries". This project was innovative in that participants contributed using Web 2.0 tools, PBWorks, Flickr and online templates. This was designed to provide a simple, effective method to capture all the ways that libraries offer vital services every single day. For all of the websites to capture this data please refer to Tab 22.

Tab 23 – Other

Troy Jessup provided the monthly metrics report. The Network continues to run almost flawlessly with a year-to-date network backbone availability of 99.986%. Louie Valles presented the IVC metrics report of 1011 public education events, 2526 concurrent enrollment events, 3327 higher education events and 345 administrative meetings supporting various academic and government programs. Additional details are available under Tab 23.

Tab 24 – Steering Committee Meeting Minutes

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

Tab 25 – Other

The next Steering Committee meeting will be held on June 11, 2010 at 9:00 a.m. at the Dolores Doré Eccles Broadcast Center.

In attendance: Scott Allen, Rick Cline, Lisa Cohne, Rich Finlinson, Rick Gaisford, Karen Krier, Laura Hunter, Donna Jones Morris, Gail Niklason, Mike Petersen, Jason Sorge, Robert Wagner for Ronda Menlove, Victoria Rasmussen, Kathleen Webb and Jo-Ann Wong.

Tab 26 – New UEN Course Management Interface – Discussion

Karen Krier gave a history and procedure of how educators used to register for UEN Professional Development courses. A new interface launches April 25, 2010 and will be used for the Summer, 2010 schedule. The new interface allows educators to manage personal accounts, search and register for courses and lets UEN instructors view class rosters, take attendance and record credit information.

Rick Gaisford said the Utah State Office of Education (USOE) "OnTrack" consortium would like UEN to feed credit information to its Comprehensive Administration of Credentials for Teachers in Utah Schools (CACTUS) database. Victoria Rasmussen assured him UEN is working on that interface.

Tab 27 – UEN Community Outreach and Partnerships – Discussion

Lisa Cohne described upcoming UEN community outreach events. She asked committee members to share the events with their constituents.

Tab 28 – Wimba Upgrades – Discussion

Scott Allen described Wimba upgrades that will be rolled out to UEN Wimba Classroom servers May through June, 2010. Robert Wager, Utah State University (USU) representative reports high afternoon and night time Wimba use and that there is a long wait time for Wimba support. He is also interested in future discussion about Blackboard / Wimba / LMS.

Tab 29 – Pioneer Library Budget and Plans – Discussion

Rick Cline said the K12 Pioneer Library will be maintained. EBSCO's contract expires FY 2012, so the Pioneer Library Consortium will conduct a Request for Proposals (RFP) in January, 2011.

Laura Hunter noted that Pioneer Library is also looking to increase federated search capabilities.

Tab 30 – NetSafe Utah Update – Discussion

Rick Cline presented an extensive list of partnerships and accomplishments of the award-winning NetSafe Utah project that began in 2006.

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OTHER