

Utah Education Network Steering Committee

October 20, 2006

**UTAH EDUCATION NETWORK
STEERING COMMITTEE**

A G E N D A

OCTOBER 20, 2006

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

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

- Steering Committee Meeting - December 15, 2006, 9:00 a.m.
- Instructional Services Subcommittee Meeting - December 15, 2006, 11:00 a.m.
- Technical Services Subcommittee Meeting - December 15, 2006, 11:00 a.m.

Please place these materials in your Steering Committee Binder.

NEW UEN STEERING COMMITTEE MEMBERS - ACTION

Issue

It is proposed that the Steering Committee approve the appointment of two new members: Gary Koeven and Ronda Menlove.

Background

Gary Koeven has been nominated by the Commissioner of the Utah System of Higher Education as a higher education member of the Steering Committee. As the Dean of Information Services at Dixie State College of Utah, Gary oversees all areas of information technology support, administrative computing, and library services. He has been a full-time faculty member at Dixie State College of Utah for seventeen years in Computer Information Systems and Computer Science. He also spent three years as a faculty member at Snow College.

Dr. Ronda Menlove has been nominated by the Commissioner of the Utah System of Higher Education to represent the continuing education deans on the Steering Committee. Dr. Menlove is the Vice Provost for Regional Campuses and Distance Education and an Associate Professor in Special Education at Utah State University (USU). She oversees the delivery of distance education courses for online, interactive broadcast, and independent study programs. Dr. Menlove is also an elected member of the Utah House of Representatives and has been serving as a legislator since January of 2005.

Recommendation

It is recommended that the Steering Committee approve Gary Koeven and Ronda Menlove for 4-year terms to the Steering Committee. Final authorization of the appointments will be made by Governor Jon Huntsman, Jr.

FY 2008 BUDGET REQUEST - ACTION

Issue

The FY 2008 UEN budget request requires approval by the Steering Committee before submittal to the Legislature for its consideration. UEN staff has worked on the planning and development of this year's request in cooperation with our stakeholders. Because the deadline for submitting budget requests to the Governor's Office of Policy and Budget (GOPB) was September 25th, UEN has already submitted a preliminary FY 2008 budget request to the Governor's Office.

Background

Economic conditions in the state for this year continue to be favorable. The Legislative Fiscal Analyst is projecting that one-time supplemental funding may be available in FY 2007 for State appropriations, subject to statutory spending limitations. Also, FY 2007 revenue collections are coming in ahead of target suggesting continued growth in available revenue for FY 2008.

Major FY 2008 Budget Issues

Essential Funding for Critical Staff Retention

Statewide funding increases for salary and benefit adjustments for State employees, public education and higher education are made by the Executive Appropriations Committee. Nonetheless, additional funding is requested above the statewide salary adjustment for FY 2008 for retention of crucial technical staff. Private firms continue to attract key personnel because UEN salaries for technical staff are running 50% below market. The request of \$300,000 is essential for technical staff retention.

Priority 1: Final Phase of Network Infrastructure Project (Phase IV)

For FY 2008, UEN requests ongoing funding of \$1.5 million for the final phase of the Gigabit bandwidth expansion project begun in FY 2004. Last year, the Legislature appropriated \$1.5 million of one-time funding for this purpose. For FY 2008, UEN's highest priority is to convert the one-time money to ongoing funds to pay the on-going circuit charge expenses associated with the multi-year contract obligations entered into by UEN in FY 2007. When this final phase is completed, all public colleges, universities and secondary schools will be connected to the network with 100 mb/s or greater connections.

Priority 2: Final Phase of EDNET Classrooms Conversion to IP-Video

UEN requests that \$1,000,000 be appropriated for FY 2008 to fund the final phase to convert EDNET classrooms in Utah County and Salt Lake County high schools to IP-based videoconferencing technology. Reflected in this amount is \$800,000 in one-time funds for equipment and \$200,000 in ongoing funding for maintenance and support of the network and classroom equipment. Major progress has been made to convert EDNET to IP-based videoconferencing technology. By the end of FY 2007, 225 classrooms in the statewide EDNET network will have been converted. High-capacity IP Video interface equipment has been installed at six locations throughout the state, and new management software has been implemented to manage scheduling and operation of the new videoconferencing system. We are proposing to upgrade the remaining 50 EDNET classrooms to IP videoconferencing technology in FY 2008.

Priority 3: Host Course Management System for Utah State University, Utah Valley State College, and the University of Utah

UEN is requesting \$1,110,000 to host a centralized course management system (Vista) at Utah State University, Utah Valley State College and the University of Utah. UEN already hosts Dixie State College, College of Eastern Utah, Snow College and the Utah College of Applied Technology. Reflected in this amount is \$480,000 in one-time funds to purchase equipment and increase the capacity of our Oracle database license and \$630,000 in ongoing funds for the annual discounted Vista license, personnel and operating expenses. With UEN hosting an enterprise-level course management system, the Utah System of Higher Education maximizes information technology resources, optimizes investments in hardware and software, and ensures system reliability and performance. For faculty, the enterprise model expands the opportunity to improve the quality of courses, lesson assignments, and student assessments. It also means that course material developed by a professor on one campus can be reused system-wide by other departments and colleges. This feature offers exciting possibilities for both increased efficiencies and increased richness to traditional classroom instruction as well as online courses. A UEN hosted course management system will result in significant cost savings to the state compared to the cost if each institution managed its own system. The annual license is discounted 35 percent below the cost that institutions would pay, half the personnel will be required, and hardware expenditures will be approximately 60% lower.

Priority 4: One-Time Supplemental Request: UEN Satellite Conversion to IP Video

The UEN satellite system (UENSS), an essential component of the UEN network, has been in operation for nearly 10 years and is now unreliable and at risk of suffering catastrophic failure. Uplink equipment at USU (which sends the live instructor communication to the satellite and out to students at receive sites) is no longer even manufactured. We purchase replacement equipment from a broker who resells the limited remaining stock of parts. Essentially, we depend on buying equipment through eBay to keep the most critical components of the satellite system operational. The cost to upgrade obsolete uplink equipment to current technology (MPEG 4), and to install new equipment that works with MPEG 4 at 10 satellite origination sites and 221 receiving classrooms is estimated to be \$1.8 million. Because of more efficient and capable

technology, upgrading the UENSS is not the preferred solution. The best solution for the state is to convert UENSS to an Internet-based, fully interactive videoconferencing technology. \$2.1 million in one-time funding is required to convert 10 origination sites and 176 receiving classrooms to the new IP technology. The remaining classrooms can be converted within the existing ongoing budget.

UEN requests that \$2,100,000 in one-time funds be appropriated for FY 2008 to convert the UEN Satellite System (UENSS) in partnership with Utah State University to an Internet-based interactive videoconferencing system. UEN prefers that the Legislature appropriate this request from FY 2007 supplemental funds so that we have enough time for procurement and conversion of UENSS before the Fall 2007 academic term to accommodate the more than 7,000 USU students currently receiving classes over the system.

Summary of FY 2008 Budget Request

- Finish the final phase of the major network infrastructure improvements we have made in the past several years.
- Complete the final phase of converting the EDNET system to IP-based videoconferencing technology.
- Host a critical enterprise course management system (Vista) for the University of Utah, Utah State University, and Utah Valley State College, plus the four institutions already supported.
- Replace the UEN Satellite System with IP-based videoconferencing technology.
- Request funding for critical staff retention

UEN will request a total of \$6,010,000 in new funding for FY 2008. \$3,380,000 is one-time funds and \$2,630,000 is ongoing funds. The chart below illustrates the distribution of the UEN FY 2008 budget request.

Table 1 - Utah Education Network FY 2008 Budget Request

	One-time Funding	On-going Funding	Total Funding
Staff Retention		\$300,000	\$300,000
Network Infrastructure Final Phase (IV)		\$1,500,000	\$1,500,000
IP Video (EDNET)	\$800,000	\$200,000	\$1,000,000
Enterprise Course Management System	\$480,000	\$630,000	\$1,110,000
Satellite Replacement	\$2,100,000		\$2,100,000
Total FY 2008 Request	\$3,380,000	\$2,630,000	\$6,010,000

Recommendation

It is recommended that the UEN Steering Committee take action on the following items:

- Review the proposed budget priorities and the recommended FY 2008 budget request of \$3.38 million in state ongoing funds and \$2.63 million in one-time state funds.
- Adopt the budget request and support its consideration and approval by the State Legislature and Governor during the 2007 General Legislative Session.

QUARTER ONE PROGRESS REPORT ON FY 2007 STRATEGIC PLAN - DISCUSSION

Issue

This is a quarterly progress report for the FY 2007 UEN Strategic Plan. This report includes activities conducted during July, August, and September 2006 for UEN departments.

Background

The UEN FY 2007 Strategic Plan was approved as a working document during the August 18th Steering Committee meeting. The plan is organized into seven goal areas focused on the core functions of the Network:

1. Wide Area Network
2. Educational Web Resources
3. Enterprise Solutions
4. Distance Education
5. Broadcast Services
6. Professional Development
7. Governance and Accountability

Activity updates are gathered quarterly according to the following schedule:

Quarter 1 – July, August, September

Quarter 2 – October, November, December

Quarter 3 – January, February, March

Quarter 4 – April, May, June

Quarter One FY 2007 Activities and Highlights

Goal 1 – Wide Area Network

1. Completed catalog of IP management database

2. Released Internet RFP and Ethernet RFP scheduled for completion in Q2
3. Held meeting with UTOPIA to explore opportunities
4. Moving forward with Phase 3 and 4 Conterra sites, Ethernet RFP and Centracom Phase 4 projects slated for Quarter 2 - Quarter 4
5. UVCN peering point being re-established, basic policy and participants are in place, waiting on partners to be BGP capable; working with UtahComix partners for move to Center 7
6. Currently participating in the phase 0 test with NLR TransitRail for national peering opportunities
7. Hosted monthly advocate meetings with regions; assigned new USDB advocate

Goal 2 – Educational Web Resources

1. Added 100 Core Academy lesson plans to UEN.org
2. Completed one USOE curriculum specialist Web site, maintained 14 sites
3. Created drafts of IVC Web site – awaiting committee review
4. Updated UEN.org content links
5. Added printable program schedule to broadcast Web site
6. Supported Web promotion with USU-UEN-Comcast celebration and Teacher Preview Night
7. Produced and distributed monthly NetNews
8. Pilot tested RSS newsfeed for UEN.org
9. Removed old AUP policy
10. Completed Web sunset policy for retiring Web applications

Goal 3 – Enterprise Solutions

1. Escalated and resolved two issues with Blackboard support on behalf on institutions
2. Coordinated Vista 4 upgrade and Fall semester start up
3. Added 200 UIMC titles, 180 PBS titles, 40 episodes of U of U bioengineering 1050, and 30 KUED programs to eMedia
4. Deferred migration of UCME legacy database to eMedia service pending receipt of CPB grant funds
5. Attended National Media Market
6. Completed institution inventory documents for USU and UVSC to support Vista migration
7. Deferred SLA and service documentation with Vista institutions to Q2
8. Conducted initial product review of Pioneer Library federated search products with Pioneer Library committee

9. Completed DMS on demand service for KUED, KUED site deployed with administrator and end-user accounts
10. Created eMedia college access for U of U telecourse students
11. Launched redesigned higher education Web page on UEN.org with Vista support info *www.uen.org/highered*
12. Updated Pioneer Library advocate Web site, launched Pioneer Library trek and online quick reference card; updated Pioneer Library use reports at *www.uen.org/ueninfo*
13. Formed evaluation working group with SLCC and committee representatives to investigate Web conferencing/collaboration tools; held introductory meeting at USHE offices with product demos

Goal 4 – Distance Education

1. Completed needs assessment with corrections institutions, determined path for UENSS migration to IVC and local caching options for corrections WAN – no CMS for corrections is feasible at this time
2. Presented at the UEN-USU-Comcast celebration July 10 in Logan
3. Developed assessment and definition of UEN standards for distance education community sites
4. Established plan and administrative work for UENSS management group; work groups created and functioning
5. Began Tier 1 and Tier 2 staffing decisions, hiring, and training for UENSS project
6. Contracted with Media Solutions to create combined distance education catalog with input from school counselors and distance educators
7. Completed quarterly distance learning visits to San Juan, Washington Co., Uintah Basin

Goal 5 – Broadcast Services

1. Completed NCO Connector Grant for Adult Basic Education and Library outreach
2. Developed UEN-TV information card for Senior programming, presented and was a breakout session sponsor at the KUED Speaking of Women's Health conference for 1,200 people
3. Awarded CCJJ grant for Internet Safety for Parents and Teens program, ongoing partnership meetings and activities for the grant
4. Completed back to school Teacher Preview event for 100 teachers with KUED
5. Launched weekly on-air "Research Roundup" spot highlighting research by USHE institutions with corresponding Web site
6. Completed on-air promos for UVSC, SLCC, U of U; contacted other institutions
7. Completed FCC licensing requirements, waiting review
8. Implemented NGIS local project, satellite receivers installed and operational;

deferred until PBS projects complete

9. Completed CPB DSF Youth in Custody contracts, submitted first term report; awaiting receipt of funding
10. Awarded \$250,000 for PNL grant *Water Wise Utah* with KUED, Marriott Library, Utah Museum of Natural History and KUER

Goal 6 – Professional Development

1. Completed materials for online classes
2. Updated online Teacher Feature, updated class images and descriptions on UEN.org/development
3. Hosted regional trainers and UEN staff in week-long planning retreat
4. Conducted 131 sessions for 1569 participants
5. Installed and scheduled new Mac lab for training workshops
6. Launched weekly Web conferencing “Faculty Lounge” on Thursday afternoons; updated Web site accordingly

Goal 7 – Governance and Accountability

1. Produced NetNews, Steering Committee, and Legislative documents
2. Produced press release on Internet Safety grant, reported in Salt Lake Tribune and Deseret Morning News
3. Produced press release on USU-UEN-Comcast celebration, reported in Deseret Morning News
4. Posted UEN Web and Pioneer Library usage reports on www.uen.org/ueninfo
5. Held bi-weekly managers meetings and weekly executive meetings

Recommendation

This is an discussion item requiring no further Steering Committee action.

MISSION, VISION, VALUES UPDATE - DISCUSSION

Issue

In August, the Steering Committee recommended that the UEN Mission, Vision, Values Statements contained in the draft of the FY 2007 Strategic Plan be assessed and updated to reflect the current environment.

Background

In September, UEN held a staff retreat to discuss the Mission, Vision, Value Statements. Retreat attendees from all departments of UEN evaluated the current statements and developed the following new or revised statements. These statements are presented now in draft form for consideration by members of the Higher Education and Public Education Advisory Groups. A final draft will be ready for consideration and approval by the Steering Committee at the December meeting.

In this process, UEN staff thoughtfully considered the following recommendations articulated by the Higher Education Advisory Committee:

1. Two-way communication – Improve and increase Technical Services-Instructional Services and network-stakeholder communication; promote UEN services broadly; include stakeholders in strategic planning, project identification, and implementation; promote communication among USHE institutions.
2. Joint-Strategic Planning – Actively involve higher education in the process of identifying new projects for both Instructional Services and Technical Services. Revisit this collaborative process of evaluation, assessment, and planning periodically throughout the year.
3. Common Network Operations – Demonstrate best practices in Information Technology Services Management (ITSM), broadly share insight into ITSM, and assist campuses in adopting similar practices appropriate for a single institution.
4. Information Sharing/Leadership in Emerging Technologies – Be the source for technology and technology related issues. Encourage information sharing among USHE institutions by distributing information on IT topics and by encouraging campus stakeholders to contribute their expertise to network facilitated discussion.

UEN staff also considered the following best industry practices when evaluating and

creating a revised mission statement:

A mission statement should:

- Answer the following:
 - ◊ What are the opportunities or needs that we exist to address?
 - ◊ What are we doing to address these needs?
- Express your organization’s purpose in a way that inspires support and ongoing commitment
- Motivate those who are connected to the organization
- Be articulated so that it is convincing and easy to grasp
- Use proactive verbs to describe what you do
- Be free of jargon
- Short enough so that anyone connected to the organization can readily repeat it

Recommended Draft of UEN’s Mission Statement

We network to create educational opportunities, connect citizens, and collaborate with partners, serving Utah communities.

The background themes that led to the wording of the UEN Mission Statement are as follows:

- **“We network”** – We network both through electronic means but we also network people together.
- **“create educational opportunities”** – through networking, education opportunities of all types are created.
- **“connect citizens”** – citizens are connected to each other. Educator to educator, educator to student, parent to teacher—the connection possibilities are endless.
- **“collaborate with partners”** – collaboration with all of our partners (educational, vendors, etc.) who provide the education services, and opportunities.
- **“serving Utah communities”** – benefiting Utah communities.

UEN staff used the following best industry practices in the evaluation and revision of a Vision statement:

A Vision statement should:

- Answer the following Questions:
 - ◊ Where do we see ourselves in the future?
 - ◊ What did we do to get there?
- Be forward looking
- Be the organization’s collective dream

Recommended Draft of UEN Vision Statement

Be Utah's most recognized, trusted, and accessible partner for innovation in education.

The background themes that led to the wording of the Vision statement are as follows:

- **“Be Utah's most”** – The best, finest, preeminent, etc. in the following areas
- **“recognized”** – widely respected by partners
- **“trusted”** – can always be relied upon
- **“accessible”** – both services and people available
- **“partner”** – providing solutions by work with others
- **“innovation in education.”** – pushing technology research for untapped possibilities in education

UEN staff used the following best industry practices in redefining core organizational values:

- Core values remain fixed, while strategies and practices change.
- Successful organizations have 3 to 5 core values.
- Core values are largely independent of the current environment, competitive requirements or management fads.
- Organizations should change markets if necessary to remain true to their core values, rather than change values in response to a change in environment.
- The Core Value Test: “If circumstances change and we were penalized for holding this core value, would we still hold it?”¹

Recommended Draft of UEN's Values Statement

- **Caring** – Supporting our co-workers, customers, and community
- **Leadership** – Advancing relationships and encouraging ideas
- **Integrity** – Keeping our promises
- **Communication** – Listening to meet needs
- **Service** – Benefiting our partners

Recommendation

This is a discussion item requiring no further Steering Committee action at this meeting. We plan to share these drafts with the Higher Education and Public Education Advisory Committees for feedback. Based on input, we propose to recommend new Mission, Vision and Values statements for final consideration by the Steering Committee in December 2006.

¹ From “Building Your Company’s Vision,” James C. Collins and Jerry I. Porras, Harvard Business Review, September-October, 1996.

SURIN REPORT - DISCUSSION

Issue

The UEN Steering Committee approved the creation of the State of Utah Registry for Internet Numbers (or SURIN) organization for the purpose of establishing IP Address allocation policies throughout the UEN network. This is a report on progress and activities in developing this project.

Background

The American Registry for Internet Numbers (ARIN) develops and maintains policies for the allocation of IP Addresses to Internet Service Providers and large institutions and companies throughout the United States. UEN has undertaken the responsibility of establishing a similar organization for IP Address allocation for state agencies, libraries, public education and higher education entities we serve. This organization has been designated as SURIN.

UEN and TCC have been working together to organize the SURIN governing body. Letters were mailed to the senior management of the entities approved to appoint individuals to fill SURIN board positions. These entities include:

- The Utah Education Network (UEN)
- The Utah Technology Coordinator Council (TCC)
- The Utah State Office of Education (USOE)
- The Utah System of Higher Education (USHE)
- The Utah State Library
- The State of Utah Chief Information Officer

Each entity has been asked to provide SURIN board appointments by written notification no later than November 3, 2006. The letter also carefully outlined the expectation of workload required by these appointments and the importance of this project. Follow-up calls will be made to ensure that this request is thoroughly understood and supported.

UEN and TCC intend to host the first SURIN Board meeting on December 6, 2006. At that time the duties and responsibilities of SURIN will be reviewed, and board members will receive a thorough briefing on the mission of the SURIN project.

We anticipate that a multi-day retreat will be scheduled at that initial meeting and that the start-up phase for the SURIN project will be demanding. A further report on this project will be given at the December Steering Committee meeting.

Recommendation

This is an discussion item requiring no further Steering Committee action.

STEERING COMMITTEE MEETING MINUTES

UTAH EDUCATION NETWORK STEERING COMMITTEE

August 18, 2006 – 9:00 a.m.

Members Present: Ron Barlow, Jon Crawford, Linda Fife, Stacie Gomm for M.K. Jeppesen, Pat Lambrose, Ronda Menlove, Wayne Peay, Mike Petersen, Rick Gaisford for Dick Siddoway, Kirk Sitterud, Glen Taylor, Ryan Thomas, Ray Timothy, Ray Walker and Gary Wixom.

Others Present: Dale Bills, Charice Black, Barry Bryson, Karl Buchanan, Preston Checketts, Jeff Egly, Rich Finlinson, Boyd Garriott, Thom Gourley, Cyd Grua, Stephen Hess, James Hodges, Laura Hunter, Coy Ison, Karen Krier, Lisa Kuhn, Jim Langston, Don Mahaffey, Duke Mossman, Bryan Peterson, Kevin Quire, Dennis Sampson, Nate Southerland, Jim Stewart, Cory Stokes, Autumn Thatcher and Bruce Todd.

Welcome and Introductions

Gary Wixom welcomed everyone to the meeting and introduced Stacie Gomm who was sitting in for M. Kay Jeppesen and Rick Gaisford who was there on behalf of Dick Siddoway.

Gary turned the meeting over to Mike Petersen to make a presentation to Linda Fife. Linda has accepted a job in Jacksonville, Florida and will be moving shortly. Mike presented a certificate to Linda on behalf of Utah Education Network thanking her for all that she has done. Mike shared that Wayne Peay will now be the co-chair on the Instructional Services subcommittee.

Mike also shared that Ronda Menlove from Utah State University would be replacing Weldon Sleight and Gary Koeven from Dixie State College will be replacing Linda Fife.

Committee of the Whole

Tab 15 – Steering Committee Meeting Format

The Executive Members of the Steering Committee got together and discussed the results of the survey that was conducted over the last couple of weeks. Mike reported that the majority of the Steering Committee members chose to keep the meetings and

subcommittee meetings as they are today.

A motion was made and seconded to accept the recommendation by the committee to keep the meeting format as it is today. THIS MOTION PASSED WITH ALL VOTING IN FAVOR.

Tab 13 – FY 2007 Utah Education Network Strategic Plan

Mike Petersen thanked everyone for all of their hard work on putting the Strategic Plan together this year. Extra thanks went to Wayne Peay and Cyd Grua for all of their coordinated efforts with higher education. The 2007 plan includes the Mission, Vision, Organization, Values and Need statements that the UEN Steering Committee adopted three years ago. These statements govern the work of all UEN staff. The Need section of the plan has been updated to reflect the current environment in which the plan goals will be implemented.

Laura Hunter reported that the Higher Education Advisory Committee has recommended the following four global practices be incorporated into its strategic vision statements. They are:

1. Two way communication
2. Joint Strategic Planning
3. Common Network Operations
4. Information Sharing/Leadership in Emerging Technologies

Concern was expressed whether or not these 4 items still tied in closely with our current Mission, Vision and Values Statements. Mike Petersen suggested that a small group get together to go over these statements and see if they couldn't be updated with new verbiage. Claire Gardner will work with a small staff group to update the Mission, Vision, and Values statements to incorporate the spirit of the four global practices. A draft will be presented to the Higher Ed and Public Ed groups for discussion and revision and then to the Steering Committee for final approval.

The FY 2007 Strategic Plan includes 7 goals, and objectives and tasks that are intended to further progress toward completion of those goals. The seven goals include:

1. Wide Area Network
2. Educational Web Resources
3. Enterprise Solutions
4. Distance Learning
5. Broadcast Services
6. Professional Development
7. Governance and Accountability

A complete outlined list of the above goals and objectives can be found in Tab 13, Attachment A. Attachment B and C is a review of the draft Plan provided by the Higher Education Advisory Committee and our response to that review which reflects

additions in the final draft.

A motion was made and seconded to bring the four global practices to the Higher Education and Public Education for revisions on these four points. THIS MOTION PASSED WITH ALL THOSE VOTING IN FAVOR.

A motion was made and seconded to accept the Strategic Plan as a working document and to task the committees to work on the Strategic Plan and present it back to the Committee. THIS MOTION PASSED WITH ALL THOSE VOTING IN FAVOR.

Tab 14 – Policy 2.1: Network Connectivity Charges

This policy proposes to formalize UEN policies related to assessing charges for network connectivity and services provided by UEN technical staff. The first draft was presented at the June meeting and the changes recommended by the Committee have been incorporated. In addition, the policy proposal has received further review and modification by UEN staff. It is now being presented for approval by the Steering Committee.

It was asked that a definition be provided for HUB. There was also discussion of the policies on line. Staff will continue to work on these and establish a common online format for policies.

For a complete list of the Policy Issues please see Tab 14.

A motion was made and seconded to approve the policy with the changes. THIS MOTION PASSED WITH ALL THOSE VOTING IN FAVOR.

Tab 16 – UENSS Update

Jeff Egly reported that the following steps have now been completed. Preparation and planning for legislative budget request is complete. It is based upon estimation of necessary network improvements and equipment needs for 186 sites. Some committee dates are on the legislative calendars and meetings with Higher Education administrators are occurring to strengthen our partnerships to ensure the success of the project. Staffing plans are already in the works as the Salt Lake TOC will be relocated to another section of the building here at the Eccles Broadcast Center. UENSS site surveys have resulted in a condensed list of site to be immediately converted - down from 239 to 186. The list is based on actual utilization, scheduling efficiencies, and some sacrifices. Two thirds of the satellite site visits are completed and the rest will be done this fall. The Scheduling plans are well underway and some of the suggested new scheduling processes have begun.

Tab 17 – Corrections Committee Update

Nate Southerland reported that the Corrections Committee has determined that in light of the UENSS system retiring, it is critical to design a replacement for the current distance delivery system. The full committee referred these issues to a smaller group of technical personnel for discussion and recommendations. After meeting with technical support from UEN, the Utah Department of Corrections and the Department of Technology Services, three recommendations were developed. For a detailed

breakdown of each recommendation please see Tab 17.

Tab 18 – E-Rate Update

Lisa Kuhn reported that the approvals for the year 2006 E-Rate applications are currently underway. To date, UEN has been funded approximately \$2.1 million, with more than half of our applications still under review. Three new Ethernet projects have been funded for the following areas:

1. Garfield, Kane and Wayne School Districts
2. Tooele to Wendover Backbone
3. Green River HS

Tab 19 – Security Operations Update

Troy Jessup reported that UEN's investment in security has paid off with positive results to date. We plan on continuing this emphasis and implementing better processes and tools to assist us in the struggle against miscreants who lurk on the Internet. UEN Security Operations will continue to work within the Utah Saint forum. Another conference is being planned for sometime this fall.

Tab 20 – Filtering Report

Troy Jessup also reported that the new content filtering system is now installed throughout the state and is working extremely well. The new content filtering system running on 8e6 platform is providing school districts with the ability to filter content at a level never before achieved on the UEN Network.

Tab 21– Steering Committee Meeting Minutes

A motion was made and seconded to approve the minutes from the previous meeting. THIS MOTION PASSED WITH ALL VOTING IN FAVOR.

The next Steering Committee meeting will be held on October 20, 2006, at the Dolores Doré Eccles Broadcast Center.

The meeting then adjourned for subcommittee meetings. The minutes from each subcommittee appear below.

Utah Education Network Instructional Services Subcommittee Meeting Minutes

Attendees: Dale Bills, Linda Fife, Rich Finlinson, Rick Gaisford, Thom Gourley, Laura Hunter, Karen Krier, Jim Langston, Pat Lambrose, Donna Jones Morris, Wayne Peay, Kim Roper, Dick Siddoway, Cody Spendlove, Cory Stokes, and Autumn Thatcher.

Tab 23 – Web Collaboration Tool – Discussion

USHE and UEN recently hosted a gathering of higher education media people interested in online collaboration tools supporting instruction, research and meetings. Tim Stack and Jared Covili from UEN demonstrated Macromedia Breeze and how they use it to support the workshops they provide for UEN. Representatives from Horizon Wimba joined the meeting remotely via the Horizon Wimba Live Classroom product and showed how the tool seamlessly integrated with the Vista system.

Discussion among participants centered on licensing costs and how UEN/USHE should proceed with this initiative. It was decided that a working group should be assembled to create a list of needs and desired features for a Web collaboration tool in order to develop an RFP.

Action – Names for group members need to be submitted to Cory Stokes by September 8, 2006.

Tab 24 – Internet Safety Proposal

UEN has applied for a grant from the Commission on Criminal and Juvenile Justice to develop a year-long educational program targeting parents of Utah teens, teachers, and community members. The project is called, Empowering Parents: Town Hall Meeting on Internet Safety and includes the Utah State Office of Education, Internet Crimes Against Children Task Force, NetSmartz, KUED 7 and the University of Utah Center for Advancement of Technology in Education (CATE) and Outreach Coordination Office.

If funded, the project will begin on September 1, 2006 and conclude June 30, 2007. KUED will produce the town hall meeting in mid-February and school districts will be involved with notifying parents of broadcast times for the meeting. There will also be a Web site produced with resources for parents.

Action – This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 25 – NCO Connector Grant Update – Discussion

In September 2005, UEN was awarded a \$12,000 Connector grant from the National Center for Outreach, a CPB-funded organization, to conduct outreach activities centered around UEN-TV's adult education programs. This grant and its activities will conclude on August 31, 2006.

A summary of activities conducted under this grant is included in the August 2006 Steering Committee materials.

Action – This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 26 – Digital Assets Meeting Report – Discussion

In June, UEN hosted a meeting of public television education representatives and content providers. A report summarizing the White Paper generated from the meeting can be found in August 2006 Steering Committee materials, and the entire White Paper can be found online at www.uen.org/highered/learning_objects.shtml.

Action –Members of the Subcommittee are invited to provide feedback via an online questionnaire at www.uen.org/higered/learning_objects.shtml .

Tab 27 – Back to School Teacher’s Preview Night– Discussion

UEN and KUED will co-host an event for teachers on Wednesday, September 27th at the Salt Lake City Library. The purpose of the event is to give teachers a sneak preview into next year’s educational programs. UEN and KUED 7 will also provide teachers with valuable teaching ideas and multimedia resources that can be utilized in the classroom

Action – Members of the Instructional Services Subcommittee are encouraged to communicate this information to their institutions, and are welcome to register and attend the event.

Tab 28 – Quarter Four Progress Report on FY 2006 Strategic Plan– Discussion

A quarterly progress report for the FY 2006 Strategic Plan conducted during April, May and June 2006 is included in the August 2006 Instructional Services Subcommittee materials.

Action – This is a discussion item requiring no further Instructional Services Subcommittee action.

Tab 29 – Public Education and Higher Education Advisory Committee Reports– Discussion

The Higher Education Advisory Committee met on July 12, 2006 via conference call and the Public Education Advisory Committee met on August 4, 2006.

The Higher Education Advisory committee covered response to the UEN FY 2007 Plan. The Public Education Advisory Committee discussed several topics in addition to the UEN FY 2007 Plan, including the possibility of Google providing the State of Utah with the professional version of Google Earth and Sketch Up, a 3-D modeling program.

The Public Education Advisory Committee has scheduled meetings through December 2006. Cyd Grua will work with Rick Gaisford to coordinate Higher Education Advisory meeting schedule.

Summary reports of both meetings are included in tabs 29 A and B of the August 2006 Steering Committee materials.

Action – This is a discussion item requiring no further Instructional Services Subcommittee action.

Attendees: Charice Black, Barry Bryson, Karl Buchanan, Preston Checketts, James Christensen, Jeff Egly, Boyd Garriott, Stacie Gomm, Stephen Hess, Coy Ison, Troy Jessup, Lisa Kuhn, Don Mahaffey, Duke Mossman, Mike Petersen, Dennis Sampson, Glen Taylor, Ryan Thomas, Bruce Todd, Ray Walker and Vern Wilson.

Duke Mossman was introduced as the new Executive Director for NUES. Don Mahaffey was introduced as the new UEN Field Operations Manager.

Tab 30 – Phase 2 IP/IVC Video Update – Discussion

Approximately 54 IP/IVC video classrooms have been completed in the last 6 months. These sites were located primarily in the southwest, southeast and Cache Valley. The Wasatch Front remains the only area to provide the convergence. The project has been very successful and except for a few follow-up visits, the bulk of Northern Utah will be completed today.

We have met with everyone involved in the next wave of classroom installation. We have received a lot of great feedback on how the system is working, adjustments we may need to make and suggestions for improving features in scheduling. We have technical training scheduled later this month for the hub operators at each of the higher education sites.

This IVC conversion has been somewhat of a dress rehearsal for 186-200 sites for the satellite system replacement project in the spring. Depending on when the funding is approved., this project will have to move quickly.

We have had an extensive second channel that runs from one end of the state to the other that has been in place as a 2¹/₂ Gig channel to carry the analog video signal. We are going to be able to shut that off in October or November. This will be a great cost savings to us. Jeff Egly will be sending out an update indicating that September 30th is the drop dead date for the CVDS cut off.

Tab 31 – Phase 2/3 Ethernet Update – Discussion

Phase 2 has been completed. We are moving very aggressively on Phase 3. It is our top priority. All the hardware will soon be deployed. Qwest is starting to produce timelines which pertain to the project.

Tab 1 – Quarter Four Progress Report on FY 2006 Strategic Plan – Discussion

The progress report does not reflect everything that was done this year. The highlights are listed in Tab 1 and specific activities are noted in detail in Attachment A.

We have worked more closely together. In the past year, Dennis Sampson has served as the advocate for NUES. Claire Gardner is the advocate for the Salt Lake Valley. Technically, we have never been stronger! We have one individual on our staff who has passed his CCIE. This is very beneficial to us. The Network Operations, Field Operations and Technical Operations groups have all been working more closely together to provide better resources to our customers.

Barry Bryson has put in a lot of time in the NLR (National Lambda Rail) connection. It is our first IRU (Irrefutable Rights of Usage).

Jim Stewart and Steve Hess are working on changes in Internet 2 and have made some assignments in Engineering. We are looking at putting in our own DWDM (Dense Wave Division Multiplexer). We are expected to use that IRU and will have to move that forward into the coming year. This will start to pay off in the next twelve months or so.

The NOC has been remodeled and is now more functional.

We will be installing 10 gigabit cards into our backbone this fall.

Support is one of the major areas of focus right now as we convert over to IP Video. We will be rebuilding the TOC. We are having everybody trained to support a new technology which requires a different approach and different skill set. A lot of time and effort will be made in this area.

Tab 2 – Regional Priorities Analysis – Action

The Regional Priorities list was discussed and evaluated as to whether we need to re-structure the priorities.

A plan was suggested to ask the regional chairs and co-chairs to come together with the advocates from UEN and the Technical Services Director to develop some consensus and define what the priorities will be for Regional projects for the coming year. This may also begin to formalize a connection between the Regional Technical Forums, tying them back to the Steering Committee.

The consensus of the sub-committee is to go with the suggested plan.

It was also suggested to add to the agenda for this group to discuss cross regional priorities.

Other Items

We are working on turning down the LSS circuit into NUES.

Jim Stewart is going to try and incorporate into the Regional List a drop down in a 9th column or area that reflects common priorities in multiple regions.

Jeff Egly will work with Scheduling and make sure the subcommittee meetings are scheduled and verify room locations to ensure a continuous video connection.

Please note: detailed information and discussion of the issues are included in the materials prepared for the meeting. These materials are available online at www.uen.org/steering/html/materials.html. Please refer to them for additional reference.

STEERING COMMITTEE BUSINESS MEETING

TAB 9

OTHER

2005-2006 UEN PROFESSIONAL DEVELOPMENT ANNUAL REPORT - DISCUSSION

Issue

The UEN Professional Development department has been very busy during the past year. With increased requirements on K-12 teachers to meet highly qualified status through No Child Left Behind, state and district policies, UEN workshops are very much in demand. Expansion of the Vista system to other campuses has also resulted in increased training requests on that system, particularly for UCAT and smaller campuses. The following annual report summarizes activity of the six full time UEN professional development specialists and the work of the department.

Background

What do we offer?

- In-person classes scheduled for 14 hours for credit, in-person short presentations by request, online classes using CD based training and broadcast components as well as the Vista CMS, Webcast short presentations and tips, documentation, handouts and online video tutorials.
- Classes primarily on technology related subjects, with approximately 40 classes per year on math, science, language arts, social studies, general educational theory and practice and other specific subjects through Annenberg Media (learner.org). Topics of credit classes include Web design, digital camera, digital storytelling, Webquests, GIS, GPS and iLife projects, Pioneer Library, MS Office suite, effective teaching with visual media and other online tools and resources, cutting edge topics such as creating online tutorials, podcasts, blogs, and many others. We now offer over 70 different course titles per year. For a complete list, visit our “catalog” on www.uen.org/development.
- Our classes are engaging and well-paced to accommodate diverse skill levels and learning styles. All classes include modeling and explicit demonstration of effective pedagogical strategies such as project-based learning, data-driven decision making, multiple intelligences, higher order thinking skills, etc. We make sure every participant leaves with a clear understanding of how their newly discovered technology skills can effectively be applied in the classroom.

What are the numbers for '05-'06?

UEN Professional Development provided the following sessions between July 1, 2005 and June 30, 2006:

- Sessions: 709 (39% increase over 04-05)
- Participants: 12,061 (28% increase over 04-05)
- Participant Hours: 61,140 (34% increase over 04-05)
- Average participants per session: 17
- Average session length: 5 hours
- By request throughout the state: 67%
- Scheduled at UEN: 33%

Who did we reach?

We serve primarily K-12, but also provide service for higher education, public libraries and educational organizations by request.

- In the K-12 area, we served 27 districts and 2 regional service centers, 5 private schools and 2 charters.
- For higher education, we provided 24 sessions for colleges and universities including: BYU, CEU, Dixie, SLCC, U of U and Westminster.
- For Utah educational groups we presented at 14 different conferences around the state including UEA, UCET, UELMA, Utah Rural Schools Association, CTE subject-specific Winter and Summer conferences, guidance counseling annual conference, statewide literacy conference, Interconnections, TTX at UVSC, the CUES regional office professionals conference and others.

Top Ten Requesting Districts

- Alpine - 51
- Jordan - 46
- Granite - 34
- Box Elder - 24
- Washington County - 23
- Nebo - 20
- Davis - 16
- Tooele - 13
- Tintic - 12
- Salt Lake City - 8

Other Requestors

- 5-7 sessions requested by: Cache County, Iron County, Park City, SEDC and Uintah County.
- 1-4 sessions requested by: Duchesne County, Grand County, Kane County, Logan City, Millard County, Murray City, Ogden City, Price, Provo City, Rich, SESC, USDB, Wasatch and Weber.

New projects for 2006 – 2007

- 12 new Mac laptops and two new Mac-specific classes: Digital Storytelling with iMovie and iLife Projects.
- New classes: WebQuests (fully online), Google Tools, Effective Teaching with Visual Media
- Higher Ed Workshops via IVC (under development)
- Faculty Lounge: This is a different mode for professional development. Webcast for 30 minutes, once a week, participants simply go to a link on the Internet and can participate in interactive sessions on technology and resource topics through their browser. Headphones or speakers are required. Participants can use text chat or an optional microphone to contribute. Those unable to participate “live” can view the recordings any time after the webcast. We are piloting this project during October and November 2006, but expect it will be very popular.
- Vista CMS training and documentation support as needed.

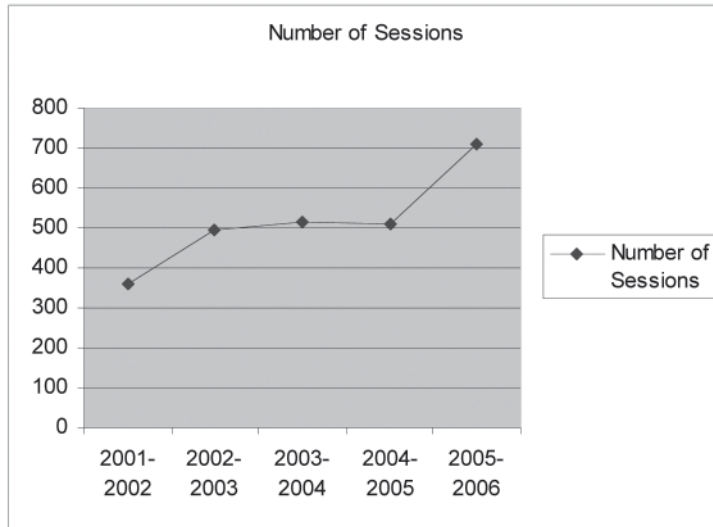
How does this compare with previous years?

Last year we launched a video tutorial project and completed over 50 online video tutorials to assist users with UEN tools and resources. We piloted the LearnKey CD-based and online hybrid trainings. We initiated several new classes and saw a significant rise in online course participation.

For the first time we were forced to turn people away due to lack of facilities or, more frequently, lack of personnel to provide training. We turned down about 20 requests (350 people impacted), and had many people on waiting lists for whom no space was available in Saturday and Summer classes (about 500 people impacted).

2005 -2006 shows a second spike in our numbers during the past five years. Since 2001, we've reached nearly 50,000 educators. Only three months into the new fiscal year, it appears we will remain stable with last years numbers, neither dropping, nor dramatically increasing requests and participation (due at least in part to staffing limitations).

Fiscal Year	2001-2002	2002-2003	2003-2004	2004-2005	2005-2006
Number of Sessions	358	494	515	511	709
Number of Participants	5174	9076	8946	9454	12061
Number of Participant Hours	25551	38010	40530	45640	61140
Average Participants per session	14.5	18.4	17.4	18.5	17.0
Average Hours per session	4.9	4.2	4.5	4.8	5.1



Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

eMEDIA SERVICE STATUS REPORT - DISCUSSION

Issue

The eMedia educational media download service just passed its 1-year service date. The collection recently passed the 1,000 available media items milestone. The service receives many visitors each day and educators have responded with enthusiasm to the convenience eMedia provides.

Background

eMedia is an online service provided by the Utah Education Network (UEN) to make licensed educational media available to Utah's schools and libraries. UEN, the Utah Instructional Media Consortium (UIMC) and KUED 7 produce or license videos and other media (audio, images, etc.) and UEN operates the Web service where educators, students and library patrons can search, preview and download the media for their educational purposes. Unlike subscription services, when a user gets an item from eMedia, they can retain their personal copy in perpetuity.

Status

- Visitors since Sep. 15, 2005 release: **28,000**
- Media downloads since release: **8,000**
- Number of media items: **1,020**
 - ◇ UIMC licensed: **426** full-length programs
 - ◇ UEN-TV licensed: **449** items (PBS titles, UEN podcast audio, GED series, items licensed from other public broadcasting sources)
 - ◇ KUED licensed: **58** items (KUED produced documentaries, KUED current affairs programs, Governor's Monthly News conference)
 - ◇ College telecourse episodes: **87** items (University of Utah and SLCC)

Recent News

UEN completed digitizing the KUED productions currently licensed for education distribution. These Utah-focused documentaries are available to all educators and students as part of ongoing digital media collaboration efforts between KUED and UEN.

305 of 550 licensed PBS titles are now available in eMedia. The remaining programs

are scheduled to be available by mid-December.

UEN's Digital Media Service team recently completed a major overhaul of the underlying metadata profile (the Utah Metadata Application Profile – UMAP) to include new fields for recording vendor, licensing terms and detailed distribution terms. These changes will make managing the collections and tracking licensing compliance much easier.

A new front page in eMedia provides easy to understand instructions to help end-users prepare their computers for viewing eMedia video.

Recommendation

This is a discussion item requiring no further Instructional Services Subcommittee action.

WEB CONFERENCING TOOL INVESTIGATION STATUS REPORT - DISCUSSION

Issue

At the request of the Instructional Services Subcommittee, UEN is examining the feasibility of licensing a Web conferencing and collaboration tool on behalf of all the higher education institutions and the K-12 system.

Background

Representatives from the higher education institutions attended an August meeting at the USHE offices concerning Web conferencing software such as Macromedia Breeze (now Acrobat Connect) and Horizon Wimba Live Classroom. As a follow-on to that meeting, selected faculty and staff from the higher education institutions were invited to join a working group to develop a prioritized feature list and act as an evaluating committee.

Cory Stokes and Bryan Peterson from UEN met with a Web conferencing tool committee from Salt Lake Community College (SLCC) to discuss foundation work they have already done and how we might work collaboratively to investigate and license a tool that will work for SLCC and the other institutions as well. Moving rapidly to engage a pilot is very important to SLCC and we agreed to work together so long as the collaborative process did not get in the way of moving forward rapidly.

Workgroup members will go to a Web site developed by SLCC where they can comment on listed features and add features that might be missing. The workgroup will meet to finalize the requirements, define an appropriate pilot test and select pilot vendors. Our goal is to have a pilot in the works by December 2006.

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

THE PARTNERSHIP FOR A NATION OF LEARNERS (PNL) GRANT REPORT - DISCUSSION

Issue

UEN-TV and partners were awarded \$250,000 for the *Water Wise Utah* project.

Background

UEN-TV and its partners, KUED 7, KUER Radio, the J. Willard Marriott Library and the Utah Museum of Natural History have been awarded \$250,000 for the *Water Wise Utah* project. The funding is provided for The Partnership for a Nation of Learners (PNL), a leadership initiative of the Corporation for Public Broadcasting (CPB) and the Institute of Museum and Library Services (IMLS).

The *Water Wise Utah* project begins December 1, 2006, and will increase awareness of critical water issues and encourage water conservation throughout the state of Utah. The partners will provide TV documentaries, radio spots and broadcasts, K-12 educational events, a museum exhibit and a Web site linking to the Western Waters Digital Library. The partners will collaborate with Utah water agencies and community organizations to target five Utah communities with high rates of water consumption: Salt Lake City, Draper City, South Jordan City, Ogden and St. George.

Statewide Project Kick Off

The project will kick off with a statewide *Water Wise Utah* week during which KUED 7 and UEN-TV will broadcast water-related documentaries, K-12 educational programs correlated to state standards along with interstitials with information about upcoming local events. KUER will dedicate a Radio West show to the topic. An opening exhibit at the Utah Museum of Natural History in Salt Lake City and roll-out of the project Web site will also mark the statewide event. The project Web site will serve as a clearinghouse for statewide outdoor water conservation resources and link to project resources digitized by UEN and the Western Waters Digital Library.

Local Events

Following the state rollout, community water conservation events will be scheduled in the five target communities at local libraries or museums. Community representatives, in coordination with the Partners, will plan the events enabling the community to develop creative and local solutions. The events will include public screenings of KUED7

water documentaries, workshops for local librarians and K-12 teachers highlighting the digital educational water resources, a choice of prominent conservation efforts to showcase and hosting a traveling exhibit on water issues from the Utah Museum of Natural History. Local press events and public speakers will also be scheduled. Through these project activities, *Water Wise Utah* aims to increase water conservation awareness and educate Utahns about how they can truly make a difference.

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

UEN AND REGIONAL TRAINER MEETING REPORT - DISCUSSION

Issue

UEN convened a meeting in September with the technology integration trainers from the four regional service centers and all of the UEN professional development staff. A summary of this meeting is included below.

Background

The purpose of the meeting was to develop information sharing, discussion, and collaborative planning for training activities in the coming year. In addition to professional development staff housed at UEN, UEN also supports one technology integration trainer at each of the four regional service centers. The work activities for these positions are established by the regional director and district leaders in that region. Duke Mossman, the NUES Center Director, Rick Gaisford, and Kathy Webb also attended the meeting.

There were four main objectives for the meeting in September:

1. Improve access and communication among UEN regional and Salt Lake staff by introducing key UEN personnel and the organization behind our services and resources.
2. Develop shared materials and curricula, as well as a plan to disseminate and make the most effective use of materials created by all retreat participants.
3. Explore three different ways of providing training “at a distance”, and develop a plan to more effectively utilize these tools and resources.
4. Introduce and establish relationships with and among the new regional technical trainers.

The following activities were included:

Day 1

- Meet with key UEN staff and review newer services.
- Discuss “social networking” Web tools and their impact on education and training.
- Networking Dinner

Day 2

- Overview of UEN-TV, eMedia, Educational Technology Endorsement Program, Adult Ed., outreach programs, Delores Doré Eccles Broadcast Center building tour
- Exploration of Vista CMS, Acrobat Connect Web conferencing preview and IVC discussion.

Day 3

- Public Information introductions, discussion about effective communication, input/feedback on reaching out to constituents in rural areas and ways UEN public information activities can support rural regions.
- Team development of Pioneer Library and Web evaluation curriculum, activities and materials.

Meeting Results

Response to the meeting was very positive from regional and UEN personnel. Regional trainers expressed that they were much more likely to contact UEN staff for support after meeting them in person. Regional trainers took opportunities to work with each other and “connect” outside of scheduled meeting times as well. Regional trainers were excited about the opportunities available to educators in their regions through Vista online courses offered by UEN. After seeing how the online course environment worked, and exploring the UEN-TV workshop content in more depth, they agreed to promote these workshops more in their areas. All the participants enjoyed the “Faculty Lounge” preview that uses Acrobat Connect for a 30-minute technology professional development Webcast. In regional/UEN mixed teams, three sets of materials/curricula for activities using Pioneer and teaching Web evaluation skills were developed. All participants agreed that future yearly or twice-yearly meetings would be helpful for sharing resources and training ideas.

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

BROADCAST SERVICES UPDATE - DISCUSSION

Issue

This report summarizes broadcast activities for UEN-TV conducted during the first quarter, July through September 2006. The reports are included as a project activity in the UEN Strategic Plan.

Background

The report in Attachment A includes updates for broadcast projects and is organized into programming, technical and outreach sections. Web reports and other data are also included. Detailed information about programs and resources referred to in the report can be obtained from the broadcast Web site at www.uen.org/tv.

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

TAB 15 ATTACHMENT A

UEN-TV UPDATE FOR QUARTER ONE - JULY TO SEPTEMBER 2006

Programming

- Programming for fall semester was finalized, with weekly program categories as follows:
 - ◊ 55 hours college telecourses
 - ◊ 47 hours lifelong learning/languages/world business and news/thematic
 - ◊ 30 hours K-12 ITV
 - ◊ 9 hours teacher professional development
 - ◊ 8 hours adult basic education
 - ◊ 8 hours health/exercise for seniors
 - ◊ 7 hours kids/after school
- Questions about UEN programming were raised in meetings during the strategic planning process. This was addressed in the Higher Education advisory committee in September, and was scheduled for further discussion in the November meeting with that committee.
- Several meetings have been held with KUED to coordinate purchase of new scheduling software. Criteria have been developed and two vendors have responded. A final decision and training will occur in Q2.
- Several series were renewed or extended this quarter including GED Connection, TV411, Workplace Essential Skills
- New programs were coordinated with KUED in acquisitions from NETA, Executive Programming Service, and APTVS
- 26 college credit telecourses, acquired by UVSC, U of U, and SLCC aired this quarter, representative courses include HLAC 1090 – Fitness for Life; Sociology 1010 – Introduction to Sociology; Psychology 1220 – Psychology of Infancy and Childhood
- UEN also coordinated digitization of U of U and SLCC telecourses now available through eMedia (college)
- UEN acquired a new series, “English for All” and paid for the series to be captioned through KSAR at Utah State University. The series is designed to help adults learn English. Additional program acquisitions include:
 - ◊ *Values to go School*, third program in the Learning Child Series produced with the Child Development Institute
 - ◊ *My Hometown* teaching young people about responsibilities and character building
 - ◊ *The Saddle Club* based on the novels by Bonnie Bryant; character education and role models targeted to teen girls

- ◇ *15th Annual Conference of the Former Secretaries of Defense* panel discussion in a one-hour format hosted by NewsHour personalities
 - ◇ *Autism: Oh the Possibilities*, four part series for parents and families
 - ◇ *Thinking Big*, five part series highlighting the work of prominent science and technology scholars
 - ◇ Thematic programming for the September 11th anniversary, Hispanic Heritage Awareness Month, and Back to School also aired during this quarter
- New UIMC ITV programs were encoded to the broadcast server. Several series were not captioned and UEN is working with USOE to acquire captioned versions of the programs for broadcast.
 - New promotional spots highlighting web services, seasonal ID's, TV for Thinkers, and promoting U of U, SLCC, and UVSC were completed and scheduled.

Technical

- UEN filed the necessary paperwork to complete renewal of the FCC license. An early October FCC inspection of the studio, engineering, and public documents process resulted in glowing approval from inspectors. The next step is a transmitter inspection scheduled for November.
- Satellite installation for UEN and KUED's portion of the PBS Next Generation Interconnection System was completed this quarter.

Outreach

- UEN produced and distributed a comprehensive white paper discussing ways to coordinate service and share content among public TV stations and partners. UEN was recognized as a leader in implementing the PBCore. Based on input from this group, UEN will develop a system-wide inventory tool, using eMedia, to capture data about other content for sale or share among participating stations and vendors.
- UEN participated in conferences with the Beta Station Group, University Licensees Association, Education Services Coalition with APTS, and National Media Market.
- UEN was a breakout session sponsor of the KUED Speaking of Women's Health conference in September. UEN distributed broadcast and Pioneer Library outreach material to over 1,200 attendees at the conference. We also coordinated distribution of books signed by the keynote speaker Zonya Focco. UEN is the only Utah station airing her health program, *Zonya's Health Bites* and she reported that more orders for her cookbook come from Utah than any other of the 63 markets in which her program airs.
- Content for the 2006 - 2007 Utah Educator's Resource Guide was finalized. The guide is in production and will be distributed to schools in Q2.
- A new online printable schedule (PDF) launched in September. The schedule is updated weekly. Outreach will coordinate distribution of the schedule to senior citizen centers through the Commission on Aging.
- UEN was invited to participate in the regional SciFi conference called "Mountain

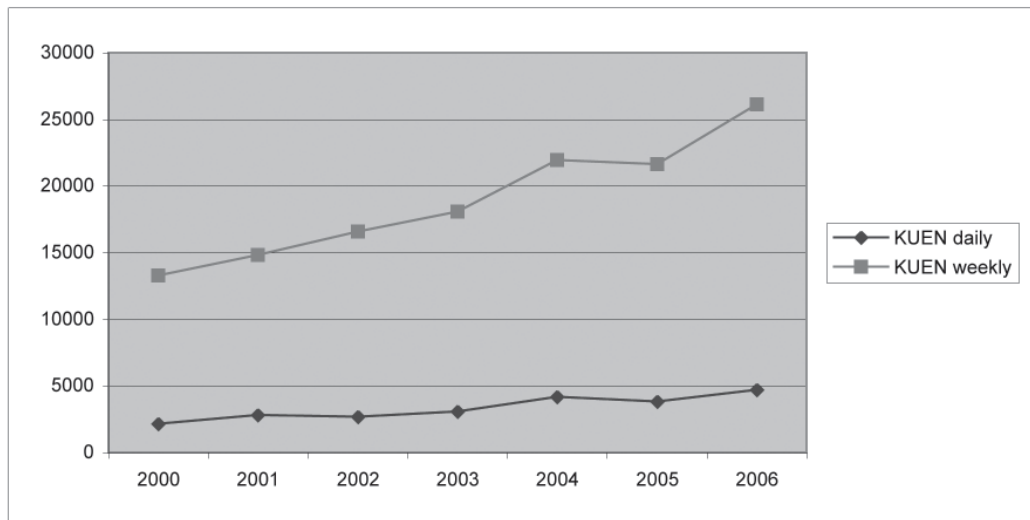
Con” and staffed a booth about UEN programming and UEN SciFi Friday.

- UEN SciFi Friday interviews were conducted with additional scientists. Overall 24 Utah professors have been interviewed, 4 universities, and twelve different subjects are represented.
- UEN and KUED hosted a K-12 Teacher Preview Event for 100 teachers in September. The 90 minute program was well received by participants. UEN also secured approximately \$4,000 of sponsor donations for the teacher prize drawing.

Statistics

- Viewers tuning in to UEN-TV are increasing. According to the 2006 County Coverage All-Station Cume Report, KUEN averaged 4,695 households daily and 26,114 weekly in 2006. This is up 23% from 2005. Viewers to KUEN are still quite low compared to 61,257 daily averages for KUED and 76,689 for KBYU.

Average Daily and Weekly Households Viewing KUEN 2000-2006



- Web visits to UEN.org/tv for July, August and September were 78,805, up 27% from the previous quarter.
- Comcast VOD reports an average of 760 UEN programs are downloaded each week. Top five downloads from Comcast VOD for this quarter were: Joy of Painting, Scrapbook Memories, P. Allen Smith Gardening, Utah Business Boardroom, and America Quilts.

Other

- UEN-TV and partners KUED, UMNH, Marriott Library, and KUER received a prestigious grant award of \$250,000 for a new project, *Water Wise Utah*. The funding is provided for The Partnership for a Nation of Learners (PNL), a leadership initiative of the Corporation for Public Broadcasting (CPB) and the Institute of Museum and Library Services (IMLS).

TEACHER PREVIEW NIGHT REPORT - DISCUSSION

Issue

UEN co-hosted the Teacher's Preview Night with KUED on Wednesday, September 27th at the Salt Lake City Library.

Background

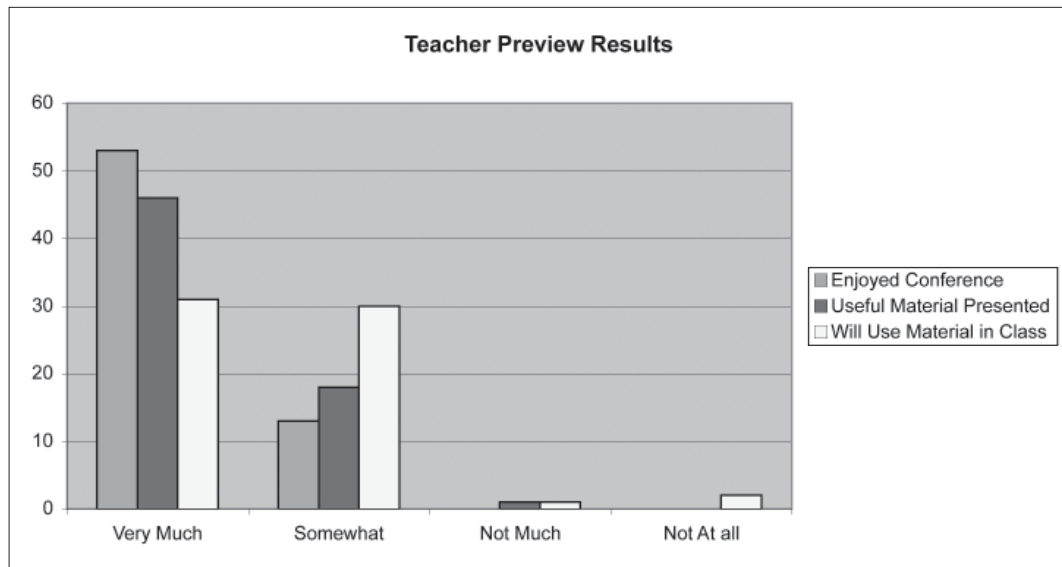
The purpose of the event was to give teachers a sneak preview of next year's PBS programs and provide teachers with multimedia resources that they could use in their classrooms. Branding reports from PBS national offices indicate that teachers rank very high as PBS viewers who value the content and resources for their classrooms and personal enrichment. This collaborative event with KUED and UEN helped build on the trust of both organizations and support K-12 teachers as a key stakeholder group.

Event Summary

The event took place on September 27th at 7:00 p.m. at the Salt Lake City Library. Over 100 teachers attended, which was a good amount of attendees considering many of the school districts had moved their parent/teacher conferences to the evening of our event. Teachers were presented with gift bags including print material, posters, notebooks, pens, and other collateral donated by the partners.

Laura Hunter and Mary Dickson hosted the event. Henri Prater and Kirk Strickland produced the program spots. Each teacher also received a print program overview with TV and Web resources listed for the upcoming school year. The sneak previews lasted for about 45 minutes, after which teachers were asked to fill out a survey that would enable them to provide feedback and enter the prize drawing. Autumn Thatcher conducted a prize drawing at the end of the evening. Autumn was very successful in obtaining donations of field trips, gift certificates, video programs and other prizes the teachers received.

All of the teachers in attendance took extra gift bags to give to their colleagues, leaving UEN with no gift bags to take back to the office. Many compliments were paid to the staff of UEN and KUED. The surveys reveal that nearly all of the teachers in attendance would like to come back next year and would be sure to bring their colleagues with them. Additional survey responses were very positive as indicated in the following graph.



UEN is very happy with the results of its first-ever Teacher’s Preview Night and is planning to make next year’s event even bigger and better.

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

PUBLIC EDUCATION AND HIGHER EDUCATION ADVISORY COMMITTEE REPORTS - DISCUSSION

Issue

The Higher Education Advisory Committee met on September 20 and the Public Education Advisory Committee met on September 29. Discussion items and reports will be presented by the committee chairs: Cyd Grua and Rick Gaisford.

Background

The Higher Education Advisory Committee was held in conjunction with the Continuing Education Deans with a demonstration of the RUReady program from the University of Utah. Additional topics discussed at the meeting were:

- UEN FY 2007 Strategic Plan Follow Up
- Professional Development plans for the coming year
- UEN-TV programming questions/discussion

The Public Education Advisory Committee discussed the following topics at their meeting:

- eMedia
- my.uen
- New resources on the UEN Web site and Pioneer Library
- Strategic Plan
- Professional Development
- Intel Teach to the Future and Intel Leadership Forums
- RU Ready
- State SketchUp Pro 5 license
- 21st Century Teaching and Learning
- Administrator Workshops for 2006-2007
- GIS license offer from ESRI

Recommendation

This is an discussion item requiring no further Instructional Services Subcommittee action.

REGIONAL PRIORITIES REPORT - DISCUSSION

Issue

An important focus of the UEN Technical Services Retreat held in the Spring was the discussion about regional requests from around the state. This report is an update on the progress of addressing and completing these important requests.

Background

To date, the regional priorities list contains over 120 project/service requests. These are outlined and detailed on the attached spreadsheet. UEN technical managers and staff use this information to guide our resource allocation and project assignments. The status of these requests is reviewed regularly. A brief analysis of the current status reveals the following:

Completed or In-Progress

Twenty-four (24) of the FY 2007 requests are completed, or 20% of the total. UEN has allocated resources for another 54 requests (or 44%) and progress is being made in various forms on those requests. (Note: the total % of requests that fall into these two categories is 64%.) Fifteen (15) of the regional priorities (or 12%) are included in the current Request for Proposal processes underway for Ethernet circuits and Internet Access. The total of all regional requests that are finished or in progress is 76%.

Pending

Twenty-two (22) priorities (or 18%) are in a pending status and cannot be worked at this time. This has happened for various reasons; the most common being that UEN must secure ongoing funding for the Phase 4 Ethernet project. Other projects are on hold for different reasons. These are being addressed on a case-by-case basis.

Planned

Three (3) requests (or 2%) have had no attention and will be assigned to UEN staff. Finally, 5 requests (or 4%) require further policy and/or other clarification before being addressed.

UEN will continue to work on these requests and make progress toward completion where possible. We will continue to report on progress at the completion of each plan quarter or upon request from the Steering Committee members.

Recommendation

This is an discussion item requiring no further Technical Services Subcommittee action.

TAB 18 ATTACHMENT A
REGIONAL PRIORITIES LIST

Regional Priorities List

PRIORITY ITEM	REGION	STATUS	ESTIMATED COST	Region Priorities	UEN SC Priorities	1	2	3	4	5	6	7	8
						Initial Connectivity	Reliability - Equipment	Reliability - Path	Capacity	Security	OPERATIONS	TRAINING	VIDEO
Number 1 Priority: Bandwidth	SEDC				1				X				
1. Ethernet service to the SEDC office	SEDC	DONE	PHASE 3	1	4				X				
2. Microwave/Ethernet Project for Milford and Minersville	SEDC	DONE	PHASE 3	1	4				X				
3. Microwave Project for Enterprise	SEDC	DONE	PHASE 3	1	4				X				
4. Ethernet service to Hurricane Middle School	SEDC	DONE	PHASE 3	1	4				X				
5. Ethernet service to Snow Canyon Middle School	SEDC	DONE		1	4				X				
6. Microwave pilot from a high school to an elementary school in Washington	SEDC	PLANNING PHASE - Working with District	30,000.00	1	4				X				
7. Ethernet service to Pine View Middle (if possible connect to PVHS)	SEDC	Bid on RFP 4.75		1	4				X				
8. Ethernet service from Dixie Middle to Dixie High School	SEDC	Bid on RFP 4.75		1	4				X				
9. Ethernet service (at least T1) to Hurricane Intermediate (new school)	SEDC	Bid on RFP 4.75		1	4				X				
10. Ethernet service to Desert Hills High School (new school)	SEDC	Bid on RFP 4.75	PHASE 2	1	4				X				
11. Ethernet service to Eskdale	SEDC	Pending Vendor discussions		1	4				X				
12. Ethernet (fiber) from Fossil Ridge to Millcreek High School	SEDC	Bid on RFP 4.75		1	4				X				
13. Additional T1 for Big Water	SEDC	OPERATIONS - checking with vendors/exploring alternatives	CIRCUIT	1	4				X				
14. Additional T1 for Lake Powell	SEDC	OPERATIONS - checking with vendors/exploring alternatives	CIRCUIT	1	4				X				
15. Ethernet Services to Desert Hill Intermediate	SEDC	DONE		1	4				X				
16. Help with Ethernet Services to E-valley	SEDC	ENGINEERING (Order T-1 Changes)		1	4				X				
17. Help with Ethernet Services to Escalante Elementary	SEDC	Site Survey conducted - Options being pursued		1	4				X				
18. Help with Ethernet Services to Kanab Elementary	SEDC	Pending district discussions		1	4				X				
Number 2 Priority: Tools for the districts	SEDC			2	6				X				
1. OTDR-Fiber Testing Tool	SEDC	Coordinate Usage with Field Operations		2	6				X				
2. Upgrade SEDC and the 6 district's Firewall to support Gig E	SEDC	Pursue Grant and other funding options		2	5				X				
3. Help in implementing network monitoring tools (Netflow in Kane and Garfield)	SEDC	OPERATIONS		2	6				X				
Number 3 Priority: Engineering and Implementing New Filtering Solution Region Wide	SEDC			3	5				X				
Number 4 Priority: Help to Empower District Technology Departments	SEDC	COMPLETE - Further training may be required	FILTERING Budget	4	6				X				
1. Continue to provide Tech Summits	SEDC	Planning January 2007 Security Summit		4	6				X				
2. Provide funding for additional regional personnel	SEDC	UEN Director Project		4	6				X				
3. Continue to provide high-end technical training (CCNA, Firewall Implementation, VLANs, etc.) on a district and regional basis	SEDC	ONGOING - CCNA training scheduled for 2/2007		4	6				X				
4. Involve district and regional staff in all aspects of implementing, maintaining and troubleshooting WAN connections	SEDC	ONGOING - Process will be examined and refined		4	6				X				
5. Actively support regional t-forums and the SWATT meetings	SEDC	ONGOING		4	6				X				
6. Actively participate in the State-Wide TCC	SEDC	ONGOING - SURIN is the most active project		4	6				X				
7. Help develop relationships between local telcos and the districts	SEDC	ONGOING		4	6				X				
8. Provide e-rate training and support to the districts	SEDC	ONGOING - Fall Training will be scheduled		4	6				X				
Number 5 Priority: Develop a strong working partnership between the districts, regional service centers, and USOE to further the UTIPS project	SEDC	UEN is participating in the UTIPS Operators Group & is finalizing an SLA with USOE		5	6				X				
Number 6 Priority: Provide Ethernet services for all Elementary Schools	SEDC	HOLD pending UEN policy discussion		5	4				X				
DSC Integration of SIS into Vista	SEDC	IN PROCESS - Working through details with DSC											
1. Replace the (Polycom) IVC bridge in region	SESC	Pursue Grant and other funding options		1	6				X				
2. Redundant data path for the SE region	SESC	Bid on RFP 4.75	TBD	2	3			X					
3. Finish D.O. connections at Emery and Grand	SESC	Pending Phase 3 Completion & Phase 4 Ongoing Funding	PHASE 4	3	4				X				
4. Connect Helen M. Knight Intermediate school to UEN network	SESC	Bid on RFP 4.75		4	4				X				
5. Continue funding for regional UEN supported positions	SESC	ONGOING		5	6				X				
6. Add a 2 nd regional trainer position to the region	SESC	UEN Director Project		6	7				X				
7. Upgrade Cisco Pix firewall boxes in the region	SESC	Pursue Grant and other funding options	TBD	7	5				X				
1. GL3 Phase III Implementation	SLCC	Phase 3 in Process	PHASE 3	1	4				X				
2. EDNET to Interactive Video Conferencing Conversion	SLCC	Video PHASE 3 scheduled for FY2007	FY2007 Request	2	6				X				
3. New Filtering System Rollout	SLCC	COMPLETE - Further training may be required		3	5				X				
4. Utah Saints Organization/Security Alerts, Group Conference Calls and Trainings	SLCC	Planning January 2007 Security Summit		4	5				X				
5. Technical Summits	SLCC	ONGOING		5	7				X				
6. Monitoring Network Loads - Projecting Growth, Providing Upgrades where necessary	SLCC	OPERATIONS		6	6				X				
7. Wasatch Front UTIPS Server housed at UEN	SLCC	IN PROCESS		7	6				X				
8. Participate in a coordinated effort with Instructional Services to Explore USHE requested web-based collaboration and communications tools, online communities of practice to identify possible impact on network resources. (Breeze-type solutions)	SLCC	UEN participating in the recently formed USHE committee		1	6				X				

	UVSC - WebCT Vista	UVSC	IN PROCESS - Working through details with UVSC	WebCT Project	16	6				X
93	UVSC - diverse path to CEU	UVSC	ANNUAL CONTRACT FOR DS-3 ROOSEVELT TO PRICE -	144,000.00	17	3				
94	All - TRON - Terrestrial Replacement of the Orbital Network - I.E. UIENESS replacement with IVC/IP Video	UVSC	SAT Replace Engineering and Design IN PROCESS	SAT REPLACE	18	8				X
95	UVSC - Rainbow Ranch connectivity	UVSC	UVSC to fund - UEN assisting with design and implementation	-	19	1	X			
96	1. Bandwidth:	CUES	DONE	PHASE 3	1					
97	Snow College Gig connection out	CUES	Pending Phase 3 Completion & Phase 4 Ongoing Funding	PHASE 4	1	4			X	
98	Panguitch to Cedar City backbone (So. Central to Qwest)	CUES	Phase 3 In Process	PHASE 3	1	4			X	
99	Juab District gig connection	CUES	IN PROCESS - All but one school complete	PHASE 3	1	4			X	
100	Sevier SD middle schools and Alternative high gig services	CUES	Pending Phase 3 Completion & Phase 4 Ongoing Funding	PHASE 3	1	4			X	
101	Wayne District gigabit services	CUES	PHASE 4	PHASE 4	1	4			X	
102	Tropic District gigabit services	CUES	PHASE 1	PHASE 1	1	4			X	
103	2. CUES Region currently installed Flow Tools server upgrade and training	CUES	UEN will schedule this project	-	2	5			X	
104	3. Continue to provide technical training opportunities for region/district personnel	CUES	Planning January 2007 Security Summit	5,000.00	3	7				X
105	4. Update/fix DNS registrations across the backbone	CUES	IN PROCESS - Work through issues with CUES and include as part of the AnyCast DNS project	-	4	6				X
106	5. Foster partnership with USOE to develop UTIPS automatic test-item database updates to distributed servers	CUES	In Process - Facilitating as part of the Operators Group	-	5	6				X
107	6. IVC spares in region	CUES	IN PROCESS	10,000.00	6	8				X
108	7. CCNA Training	CUES	Rescheduled for NOV 2007	-	7	7				X
109	1. Network technician at NUJES to assist the districts with networking needs	NUJES	IN PROCESS - NUJES advertising position	-	1	6				X
110	2. Gigabit WAN Ethernet projects for district offices and schools in Rich, North and South Summit, Morgan and Park City Districts (Phase IV)	NUJES	Pending Phase 3 Completion & Phase 4 Ongoing Funding	PHASE 4	2	4			X	
111	3. JR Smith Elementary School Fiber Project (Connecting UVSC Heber Campus and NUJES Center); turn down LSS service	NUJES	DONE	-	3	4				
112	4. Network redundancy to individual district offices	NUJES	UEN Director Project	-	4	3			X	
113	5. Possible voice gateway at NUJES for IP telephony to Salt Lake	NUJES	Regionally directed project	-	5	6				X
114	6. Effective utilization/training of the MCU video bridge at UBATC region-wide	NUJES	IN PROCESS - Follow-up in October regional meetings	-	6	7				X
115	7. Replacement of conduit between Morgan Middle School and Morgan High School	NUJES	IN PROCESS - Complete by 11/30/2007	-	7	3			X	
116	8. Ethernet services for Ecker Hill Middle School in Park City	NUJES	Bid on RFP 4,75	-	8	4			X	
117	9. Support UTIPS implementation and training region-wide	NUJES	In Process - Facilitating as part of the Operators Group; Additional training help from the Cognos position	-	9	6				X
118	10. Support the Accord MGX video bridge installed at Wasatch District for regional services/events	NUJES	OPERATIONS	-	10	6				X
119	12. Proxy training with the new proxy filters (8e6) reporting and administration	NUJES	COMPLETE - Further training will be provided	-	11	5				X
120	13. Firewall and security training for regional/district network administrators	NUJES	Planning January 2007 Security Summit	-	12	5				X
121	14. Cognos Specialist at NUJES for training and implementation support (grant application)	NUJES	Position is funded & posted at NUJES	-	13	6				X
122	15. Replacement of regional UIENESS classrooms with IVC/IP video	NUJES	SAT Replace Engineering and Design IN PROCESS	SAT REPLACE	14	8				X
123	16. Continue providing technical training opportunities for regional/district personnel	NUJES	ONGOING	-	15	7				X

INTERNET ACCESS AND WIDE-AREA-NETWORK ETHERNET RFP REPORT - DISCUSSION

Issue

UEN is in process of issuing two new Technical Services Requests for Proposals to address regional priority and statewide networking needs. The following is a report on each project.

Background

Internet Access

Between February 2007 and August 2008, UEN's contracts with all Internet providers will expire. UEN released a Request for Proposal (RFP) on August 30th to seek additional Internet capacity for the network and to secure new agreements. UEN staff held a pre-proposal conference with representatives from twelve potential interested bidders on September 21st.

UEN staff estimates that as many as 15 companies may bid this RFP. UEN is requesting Internet pricing for all ten Internet UEN Points-of-Presence (POPs) across the state. The goal of the RFP is to reach a minimum of 4GB of total Internet capacity for the network. Based on preliminary estimates, UEN may be able to obtain 6GB of Internet capacity. Proposal submissions for the RFP were due on October 19th. It is anticipated that the evaluation of the RFP will occur in November with contract negotiations in December and early January. Contracted services may be installed as early as February of 2007, depending on budget and outcome of the RFP.

WAN Ethernet Connectivity

UEN continues efforts to bring Wide-Area-Network Ethernet connectivity to all district offices and secondary schools throughout the state. Multiple phases were established to complete this work. Phase One and Two (with the exception of a few phase two sites) are complete. Phase Three contracts were established prior to the e-rate filing deadline in February 2005 and approved for e-rate reimbursement last year. UEN staff is now working on the implementation of Phase Three sites. Phase Four was planned and included in two RFPs last year. UEN has now received e-rate approval on the majority of all Phase Four contracts. Phase Four is dependent on UEN receiving on-going funding from the State Legislature to move forward in Spring 2007.

In consultation with school districts, UEN will issue another Ethernet services RFP this month to include the last remaining sites in Phase Four, some of which were bid out last year but were not awarded in the evaluation process. A few schools included this year are also new construction projects. In addition, three secondary schools in the Washington School District which were originally awarded in Phase Three as point-to-point fiber installation projects came back in after additional work and were projected to far exceed original bid amounts.

This year's Ethernet RFP will include 15 secondary schools in 8 school districts, the majority (5 schools) in Washington School District. UEN will continue to work closely with our stakeholders in the evaluation process and awarding of contracts. UEN will also include several key WAN backbone connections in this RFP to increase the speed, redundancy, and reliability of the network to our stakeholders throughout the state. UEN staff estimates that the e-rate filing window for this year will likely close in early February. We anticipate that the Ethernet RFP evaluations, awards, and contracts will be completed by early January. Proposals from vendors will be due on November 30th.

A complete report of the results from the Internet Access and WAN Ethernet RFPs will be given in the February Steering Committee meeting.

Recommendation

This is an discussion item requiring no further Technical Services Subcommittee action.

ENTERPRISE COURSE MANAGEMENT SYSTEM UPDATE - DISCUSSION

Issue

UEN currently provides two enterprise course management systems, Vista Course Management System (CMS) for higher education institutions and Blackboard Learning System for Utah's Electronic High School (EHS). Both of these systems have undergone major upgrades the past few months. The following is a brief report on those improvements.

Background

Over this past summer, UEN upgraded the Vista CMS production environment to the latest version release of the enterprise software. Vista 4.0 added new system functionality that several higher education institutions had requested. For example, courses can now be cross-listed in campus departments in the system, and students can be associated by their individual departmental section. UEN has started the planning process and organized working groups with Utah State University and Utah Valley State College to migrate their institutions from their WebCT campus editions to UEN's centrally-hosted system, including the integration of the Student Information System (SIS) by the fall of 2007. UEN will also be working with Dixie State College to integrate Student Information System (SIS) with the UEN Vista production environment. Funding for these upgrades is included in the FY 2008 funding request.

Over the last several months, UEN has also upgraded the Blackboard Learning System for the Electronic High School system. UEN staff completed upgrades to both server hardware and the enterprise software. Hardware upgrades took the prior system from a stand-alone server solution to a tiered solution with a front-end application server and a separate back-end database server. Further plans are in place to do a form of Student Information System (SIS) integration with the Utah State Office of Education to streamline some of the registration and reporting processes.

Recommendation

This is an discussion item requiring no further Technical Services Subcommittee action.

ETHERNET PROJECT INSTALLATIONS UPDATE - DISCUSSION

Issue

Update of Phase 2 and Phase 3 Ethernet Installations

Background

UEN, district and regional staff, and partner telcos continue to make excellent progress on the deployment of increased network capacity statewide. The following is a brief report provided by James Brown, UEN Engineering Manager:

GL3 Phase 2 Update

Total number of Phase 2 sites = 147

Total number of Phase 2 sites completed = 140

Total number of Phase 2 sites pending cuts = 7

UEN estimates that the following Phase 2 sites will be finished before the end of this year:

Cache County School District - Sunrise Elementary

Granite School District - Granite High School

Jordan School District - West Jordan Middle School

Provo City School District - Provo District Office

Salt Lake City School District - Ensign Elementary, Highland Park Elementary and Washington Elementary.

GL3 Phase 3 Update

Total number of Phase 3 sites = 51

Total number of Phase 3 sites completed = 0

Total number of Phase 3 sites pending cuts = 51

Phase 3 Site surveys, engineering designs, device pre-configuration and implementation planning activities have been completed. Subject to site improvements, Juab, Logan City and Tooele County end sites are targeted for completion in October or early

November. The end site cuts in Weber, Granite and Jordan are targeted for completion before the end of year, subject to site improvements, permits and weather, which may slip the completion dates for some sites into the first quarter of 2007.

Hub Site Upgrades

The remaining Hub site upgrades to Cisco 6500 series devices were completed this past quarter at USU, WSU, DATC, Snow College, SUU and Dixie State College of Utah.

Backbone Circuits

Backbone circuit installations completed this past quarter include: Snow College to UVSC in July. The UVSC Orem to CEU Price gigabit circuit cut over is targeted for the fourth quarter 2006.

Recommendation

This is an discussion item requiring no further Technical Services Subcommittee action.

UEN SATELLITE SYSTEM UPDATE - DISCUSSION

Issue

This report summarizes the current progress on activities underway for converting the UEN satellite system (UENSS) to IP interactive video conferencing (IVC).

Background

UEN and Utah State University staff continue to work on the planning and design of this project. As of this report, site surveys across the state are almost complete. UEN and USU engineers have met with H.323 Multipoint Control Unit (MCU) and end-point suppliers regarding hardware and application needs for this project. The UENSS conversion will require increased MCU capacity and improved port-for-port functionality. The project team is currently reviewing upgrade solutions for the MCUs located at USU Logan and the Dolores Doré Eccles Broadcast Center.

Project teams are working through the logistics of implementing the required network improvements. We anticipate that nearly 200 classrooms conversions must be completed during May through July next year. While UEN's intent will be to focus solely on this project during the implementation period, other projects will require staff resources including the last phase of EDNET upgrades to IVC and some GL3 improvements.

IVC will increase demands on technical support, scheduling and training, all current areas of focus by project teams. Collaborative efforts by all involved will ensure this project's success.

Recommendation

This is an discussion item requiring no further Technical Services Subcommittee action.