



Wednesday, October 14th

Adobe Connect

7:30 – 9:00 p.m.

<http://conn-o.osapac.org/oct1409/>

Ivan Strachan, Chair	
Doug Peterson	Mark Carbone
Paula Mooney	Danuta Woloszynowicz
Tim Hawes	Bob Baran
Yves Mainville	Luc Chalifoux
Serge Demers	French Rep.
John Taylor, CAPB, EDU, Advisor	
Marc Lijour	
French-Language Education Policy and Program Branch (FLEPPB), EDU, Advisor	
Urs Bill, eLearning	
Timothy Donnelly – Consultant	

Regrets
Motions
Actions

	<p>1. Declarations – Conflicts of Interest</p> <p>1.1. Non declared</p>	
	<p>2. Chairperson Report</p> <ul style="list-style-type: none"> • Conflict of Interest Statement • Ontario Software Acquisition Program Advisory Committee (OSAPAC) members are expected to conduct themselves with personal integrity, ethics, honesty and diligence in performing their duties for the committee. Members are required to support and advance the interests of the committee and avoid placing themselves in situations where their personal interests actually or potentially conflict with the interests of OSAPAC and the Ontario Ministry of Education. • Conflict of Interest Definition • 	

	<p>2.1. A conflict of interest refers to a situation in which private interests or personal considerations may affect a committee member's judgment in acting in the best interest of the OSAPAC and the Ontario Ministry of Education. It includes using a committee member's position, confidential information or material for private gain or advancement or the expectation of private gain or advancement. A conflict may occur when an interest benefits any member of the committee member's family, friends or business associates.</p>	
	<p>3. Treasurer Report 3.1. Tim and his board are all up to date</p>	
	<p>4. Office Productivity Suite Consultant Report - Timothy Donnelly 4.1. Budget for office suite: Will it be coming from OSAPAC, Boards or Ministry or any number of combinations? 4.2. OSAPAC will likely put forth one or more recommendations along the lines that central purchasing will save money...but no financing models are presently being proposed other than a preference towards the Alberta model. 4.3. Another interesting approach would be reinstating the <i>per student amount</i> for technology lost in 2009-2010. If so boards could be more receptive to hand it over in exchange to a cost effective MS office solution. 4.4. Survey will serve to craft a business case vs. entertaining conversations along the lines of funding. It will not revolve around boards wanting to buy into a specific plan. 4.5. ECNO group – Mark Carbone will be attending a meeting in the coming weeks. He can pass on info if required. 4.6. ACTION for TD is to contact Microsoft. 4.7. ACTION is to survey to OSAPAC 4.8. ACTION survey to the boards 4.9. ACTION OSAPAC would like to see a report by the December meetings.</p>	
	<p>5. 2009-2010 Priorities Update</p>	

	<p>5.1. Streaming Video Grades K – 12 (Online Delivery) – NFB, Discovery & Learn 360 – supply chain leadership council</p> <p>5.2. Audio On-Demand Grades K – 12 (Online Delivery) - Naxos Music Library and Spoken Word Library - rate bit form submitted</p> <p>5.3. Multimedia Authoring: 4 to 8 (DVD/CD or Online Delivery) - Frames 4 - contract is done</p> <p>5.4. French Grammar/Writing Reference Tool Grades 4 to 12 (DVD/CD) - Antidote RX – FSL review panel consultation was positive – moving along with the process</p> <p>5.5. Writing Process (Online Delivery) - Turnitin.com - supply chain leadership council</p> <p>5.6. Stop Motion Animation (Mac/Windows) Grades 4 to 8 (DVD/CD or (Online Delivery) - Frames 4</p> <p>5.7. French Elementary Encyclopedia Grades 3 - 8 (Online Delivery) – dropped no qualifying product</p> <p>5.8. Digital Citizenship & Online Safety (Online Delivery) - Passport to the Internet - contract is done</p>	
	6. Subscription Renewals	
	<p>6.1. Bitstrips</p> <p>6.1.1. Bitstrips attention and interest is growing</p> <p>6.1.2. Open procurement will need to be re-done. No renewal required.</p> <p>6.1.3. If we plan to renew licensing, get uptake numbers from Bitstrips for December.</p> <p>6.1.4. RFP by April in order to move ahead with renewing Bitstrips or a similar product. Timing is important in order to release the info and product by September.</p> <p>6.1.5. Ministry initiatives could than include this product for their use.</p>	
	7. Additional Priorities	
	<p>7.1. Business Studies – Simulations (Small Business, Stock Market) RFQ</p> <p>7.1.1. signed off permission to move forward</p> <p>7.1.2. no posting of RFQ until outstanding priorities are taken care of</p>	
	<p>7.2. Careers/Guidance Course Planner</p> <p>7.2.1. Student success group is still planning to put to use our budget resources combined with some of their funding to jointly invest in software titles.</p>	
	7.3. Criteria Writing – Due September 30 th	
	7.3.1. Business Studies – Bob Baran, Doug Peterson	
	7.3.2. Guidance & Career Studies	
	7.3.3. Family Studies - correspondence	
	7.3.3.1. Requests for RFP	

	7.3.3.1.1. Nutrition	
	8. Upgrade Requirements	
	8.1. Finale 2009 French 8.1.1. Looking into who will authorize the sale and what procurement method will be taken.	
	8.2. Adobe Creative Suite Web Standard 8.2.1. Financing is available and taken care of for this year. 8.2.2. Key is available 8.2.3. V. 8 for Mac and Windows are available on the OESS ordering site and the FC site	
	9. PPM 116 9.1. Policy Program Memorandum 9.2. Initial meeting on Monday	
	10. Member Responsibilities	
	10.1. Hardware	
	10.1.1. Adobe Connect Server Location 10.1.2. To leave or not to leave at Western? 10.1.3. Moving the server would cause several issues for the Ministry – transfer of usernames, sessions, meetings...etc. 10.1.4. Suggestion to move to the Orion Network 10.1.4.1. Suggestion to invite Orion Network rep to present at our next face to face meeting. 10.1.5. There is an allocation for hardware admin this year. These funds could cover costs associated with services like hosting, maintenance or compensation for work. 10.1.6. Suggestion that we maintain current practices for server maintenance.	
MOTION	OSAPAC recommends that the Adobe Connect server currently hosted at the University of Western Ontario be moved to a commercial hosting provider in London and a 12 month agreement for on-site support with our current technician. Performance of the new arrangement to be reported monthly by John Rutledge.	Carried
	11. Committee Goals	
	11.1. Social Networking Presence (e.g., Twitter, Fan Page on Facebook)	
	11.2. Faculty of Education	
	11.2.1. Spring Conference presentation	
	11.2.2. AQ Course Organizer Group	
	11.3. Press release from vendor for newly licensed software	
	11.4. Article in Federation publications, e.g.,	

	<p>“Professionally Speaking” - Luc & Danuta</p>	
	<p>11.5. Flash video introducing OSAPAC</p> <p>11.5.1. Concerns:</p> <p>11.5.2. Pricing consideration for this video is inconsistent and varies from as low as \$75 per hour to \$3000 per minute</p> <p>11.5.3. Where would this product be used and for what reason? Web, kiosk, message board, target audience</p> <p>11.5.4. Story line1 – value of software for teaching and learning</p> <p>11.5.5. Story line 2- availability of software</p> <p>11.5.6. Action – look at budget availability</p>	
	<p>11.6. Training for:</p> <p>11.6.1. Committee members</p> <p>11.6.2. Ontario educators</p> <p>11.6.3. Webinars/Connect application overviews & instructions</p>	
	<p>11.7. Special Education</p> <p>11.7.1. Acting as liaison</p> <p>11.7.2. Research is required in order to move forward with recommendations and to put in place a plan of action to put to good use public funding in this area.</p> <p>11.7.3. Software categorizing will need to be standardized in order for OSAPAC and SPEC ED to harmonize practices and have a common goal in terms of software acquisition and licensing in this area.</p> <p>11.7.4. Action - Usage of licensed and unlicensed software to be supplied by SPEC ED in order for us to begin identifying priorities.</p>	
	<p>11.8. Literacy & Numeracy Secretariat – Danuta contacts</p> <p>11.8.1. Training</p> <p>11.8.2. Generate regional high level expertise</p>	
	<p>11.9. Student Success</p> <p>11.9.1. Training</p>	
	<p>11.10. Website - Yves</p> <p>11.10.1. Action Add success stories field</p>	
	<p>11.11. OESS Representatives</p> <p>11.11.1. The representatives should be curriculum focused yet knowledgeable of technical services</p>	

	<p>12. Curriculum Connections</p> <p>12.1. Clicker 12.2. Adobe Creative Suite 4 English 12.3. Smart Ideas 12.4. Math Trek 123 (Eng. Completed) 12.5. Gizmos Science & Math</p> <p>Via COCA and member contacts, qualified staff will have the associations done by ECOO.</p>	
	<p>13. Professional development</p> <p>13.1. Professional development/teacher learning materials in French/English for Comic Life and BitStrips.</p>	
	<p>14. Other Business</p>	
	<p>14.1. My Canada Review</p> <p>14.1.1. Waiting for review from the Ministry based on new access given to Ministry by the supplier. Following their recommendation, OSAPAC could be required to evaluate the product.</p>	
	<p>14.2. Committee Membership Status</p>	
	<p>14.2.1. French replacement – no change</p>	
	<p>14.2.2. Present members – no change</p>	
	<p>15. Marketing</p> <p>15.1. Promotions: Contacts will many avenues to promote OSAPAC</p> <p>15.2. Banners are being edited to include new software</p> <p>15.3. T-shirts are changed to vests</p> <p>15.4. Promotional articles in journals</p> <p>15.5. OECTA contacts for promo articles</p>	
	<p>16. 2010-2011 Priorities</p> <p>16.1. Web Graphic Novel</p> <p>16.2. Family Studies – Foof Focus version 3.4 & PatternMaster Boutique v4</p>	

17. Meeting Dates	Meeting Venue	Time	Location
November 11 th – 13 th	ECOO		Richmond Hill 4 members
Wednesday, November 18 th	Adobe Connect	7:30 – 9:00 p.m.	
December 8 th and 9 th (RCAC Symposium 10 th and 11 th)	Face-to-Face	8:30 – 4:30	London, Ontario
Wednesday, January 13 th	Adobe Connect	7:30 – 9:00 p.m.	
October 14, 2009 Wednesday, February 17 th	Adobe Connect	7:30 – 9:00 p.m.	

18. Adjournment and Posting of Record of Discussion	
MOTION	That the meeting be adjourned. Yves
ACTION	Posting of the Record of Discussion Oct ROD to be posted ASAP to First Class.