



**Wednesday, November 18<sup>th</sup>**

**Adobe Connect**

**7:30 – 9:00 p.m.**

<http://conn-o.osapac.org/r32556795/>

Ivan Strachan, Chair	
Doug Peterson	Mark Carbone
Paula Mooney	Danuta Woloszynowicz
Tim Hawes	Bob Baran
Yves Mainville	Luc Chalifoux
Serge Demers	<b>French Rep.</b>
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**

	<b>1. Declarations – Conflicts of Interest</b> 1.1. None declared	
	<b>2. Chairperson Report</b> 2.1. Adobe turned over 500 surveys from ECOO to licence Adobe Acrobat. 2.2. The committee will contact Adobe to discuss this further.	
	<b>3. Treasurer Report</b> <ul style="list-style-type: none"> <li>• Sponsorship to the RCAC is bags and door prizes</li> <li>• Books are healthy and in order</li> </ul>	
	<b>4. Office Productivity Suite Consultant Report - Timothy Donnelly</b> <ul style="list-style-type: none"> <li>• Engaging Microsoft to compare pricing and Alberta format</li> <li>• Boards that do respond are saying they are very interested in the MS Office plan.</li> </ul>	

	<ul style="list-style-type: none"> <li>• In the educational system, there are approximately 400 000 thousand computers but only 120 000 FTE – full time equivalent staff and admin. This arbitrary way of identifying the number of licences that we would install, would make this approach more attractive for MS in order to reduce costs for Microsoft by having a single purchase. Also this would increase the presence of the product in the boards across the province.</li> <li>• Microsoft has offered training for staff to replace revenue. Students could buy MS Office at the OSAPAC licenced price.</li> <li>• Breath - have us offer student body an extension of this licence. Students could buy MS Office at our licenced price.</li> <li>• Legal: go directly to the boards and ask for the total \$ spent on MS Office should Microsoft not want or could not supply the info</li> </ul> <p>The intention is to extend the present Ministry and approach for purchasing software but based on the FTE model. Precise legal steps for purchasing or concluding this purchase are still unclear and will require further work at the ministry level.</p>	
	<p>5. <b>2009-2010 Priorities Update</b></p>	

	<p>5.1. Streaming Video Grades K – 12 (Online Delivery) – NFB, Discovery &amp; Learn 360 Supply chain by the 24<sup>th</sup> of November</p> <p>5.2. Audio On-Demand Grades K – 12 (Online Delivery) - Naxos Music Library and Spoken Word Library There is a considerable difference in bid submitted by the vendor vs. what was set aside for this call. The committee suggests that there be an increase to the budget. Therefore the ceiling has been increased and the purchase negotiating can resume within the budget parameters</p> <p>5.3. Multimedia Authoring: 4 to 8 (DVD/CD or Online Delivery) - Frames 4</p> <p>5.4. French Grammar/Writing Reference Tool Grades 4 to 12 (DVD/CD) Antidote RX The bid has come back slightly over budget. The committee suggests that we explain to the vendor that the FTE number for the product is considerably lower than other products we have licenced with the intention that this will reduce the cost of purchase further.</p> <p>5.5. Writing Process (Online Delivery) - Turnitin.com –supply chain</p> <p>5.6. Stop Motion Animation (Mac/Windows) Grades 4 to 8 (DVD/CD or (Online Delivery) - Cancelled</p> <p>5.7. French Encyc - cancelled</p> <p>5.8. Digital Citizenship &amp; Online Safety (Online Delivery) - Passport to the Internet -contracts are out</p>	
	<p><b>6. Subscription Renewals</b></p>	
	<p>6.1. Bitstrips, ExploreLearning</p>	
	<p><b>7. 2010-2011 Priorities</b></p> <p>7.1. Web Graphic Novel</p> <p>7.2. Family Studies – Foof Focus version 3.4 &amp; PatternMaster Boutique v4</p>	

	<p>7.3. Business Studies – Simulations (Small Business, Stock Market) RFQ ok to go forward</p> <p>7.4. Careers/Guidance Course Planner – a suggestion was made that OSAPAC setup a list of vendors as OSAPAC vendors of record with the ministry for the schools and boards. Concerns about this approach include other vendors, with products not yet licenced with OSAPAC could request a similar consideration for any RF# in the future. It would be best to follow regular channels of procurement via priority setting and RF# in the spring.  <b>ACTION:</b> generate criteria in the spring</p> <p>7.5. Criteria Writing</p> <p>7.5.1. Business Studies</p> <p>7.5.2. Guidance &amp; Career Studies</p>	
	<b>8. Upgrade Requirements</b>	
	<p>8.1. Finale 2009 French – moving forward with the purchase of the French version</p> <p>8.2. Adobe Creative Suite Web Standard – maintenance for an extra year</p>	
	<p><b>9. PPM 116</b></p> <p>–not moving forward due to new priorities</p>	
	<b>10. Member Responsibilities</b>	
	<p>10.1. Hardware</p> <p>10.1.1. Adobe Connect Server Location</p>	
	<b>11. Committee Goals</b>	

	<ul style="list-style-type: none"> <li>11.1. Social Networking Presence (e.g., Twitter, Fan Page on Facebook)</li> <li>11.2. French web site</li> <li>11.3. Faculty of Education <ul style="list-style-type: none"> <li>11.3.1. Spring Conference presentation</li> <li>11.3.2. AQ Course Organizer Group</li> </ul> </li> <li>11.4. Press release from vendor for newly licenced software</li> <li>11.5. Article in Federation publications, e.g., "Professionally Speaking"</li> <li>11.6. Flash video introducing OSAPAC</li> <li>11.7. Training for: <ul style="list-style-type: none"> <li>11.7.1. Committee members</li> <li>11.7.2. Ontario educators</li> <li>11.7.3. Webinars/Connect application overviews &amp; instructions</li> </ul> </li> <li>11.8. Special Education <ul style="list-style-type: none"> <li>11.8.1. Liaison</li> <li>11.8.2. Research</li> <li>11.8.3. Software categorizing</li> <li>11.8.4. Usage of licenced and unlicenced software</li> </ul> </li> <li>11.9. Literacy &amp; Numeracy Secretariat <ul style="list-style-type: none"> <li>11.9.1. Training</li> <li>11.9.2. Generate regional high level expertise</li> </ul> </li> <li>11.10. Student Success <ul style="list-style-type: none"> <li>11.10.1. Training</li> </ul> </li> <li>11.11. Website <ul style="list-style-type: none"> <li>11.11.1. Stories field</li> </ul> </li> <li>11.12. OESS Representatives <ul style="list-style-type: none"> <li>11.12.1. Curriculum focus reinforced respective of technical services</li> </ul> </li> </ul>	
	<p><b>12. Curriculum Connections</b></p>	
	<p>Staff was sequestered and got most of the connections done...newer versions (2000 or newer) or most recent versions of each title have been updated and linked to expectations</p> <p>French links are not done yet.</p>	
	<p><b>13. Professional development</b></p>	
	<p>13.1. Professional development/teacher learning materials in French/English for Comic Life and BitStrips.</p>	
	<p><b>14. Other Business</b></p>	

	14.1. ECOO feedback 14.2. My Canada Review 14.3. Committee Membership Status 14.3.1. French replacement – Pierre Sarazin	
	15. Next Meeting – December 8 <sup>th</sup> & 9 <sup>th</sup> - 8:30 am – 5:00 pm (London, Ontario – Lamplighter Inn)	
	- December 10-11 – RCAC Symposium (London, Ontario – Lamplighter Inn)	

16. Meeting Dates	Meeting Venue	Time	Location
December 8 <sup>th</sup> and 9 <sup>th</sup> (RCAC Symposium 10 <sup>th</sup> and 11 <sup>th</sup> )	Face-to-Face	8:30 – 4:30	London, Ontario
Wednesday, January 13 <sup>th</sup>	Adobe Connect	7:30 – 9:00 p.m.	
Wednesday, February 17 <sup>th</sup>	Adobe Connect	7:30 – 9:00 p.m.	
March 24 <sup>th</sup> – 26 <sup>th</sup>	Face-to-Face	8:30 – 4:30	Toronto
August 9 <sup>th</sup> – 13 <sup>th</sup>	Face-to-Face	8:30 – 4:30	TBD

<b>17. Adjournment and Posting of Record of Discussion</b>	
MOTION	That the meeting be adjourned.
18. ACTION	<b>Posting of the Record of Discussion</b> Oct ROD to be posted ASAP to First Class.

## Proposed Survey

- 1 If funds could be allocated and permissions obtained, would you want the Ministry to try to conclude a province-wide agreement to licence Microsoft® Office (Word®, PowerPoint® and Excel®) for Windows and Macintosh in French and English? (This licence would extend to teachers, administrators and computer labs/board-owned laptops)
- 2 Which additional products should be part of the agreement:
  - Access®
  - Outlook®
  - Publisher®
  - InfoPath®
  - OneNote®
- 3 As part of a possible agreement, would you want the Ministry to try to conclude a province-wide student pricing model for home use?
- 4 How many Microsoft® Office licences does your site currently own?
- 5 If a central licence were negotiated, how many additional computers (PC & Mac) would then have Microsoft Office installed?
- 6 What is your current annual cost of Microsoft® Office licences in dollars?
- 7 What products are included in your current licence of MS Office beyond Word®, PowerPoint® and Excel®:
  - Access®
  - Outlook®
  - Publisher®
  - InfoPath®
  - OneNote®
- 8 Under what agreement are your licences purchased?
  - School Licence Agreement
  - Academic Select Agreement with Software Assurance
  - Academic Select Agreement without Software Assurance
  - Academic Open Agreement with Software Assurance
  - Academic Open Agreement without Software Assurance
  - Student Agreements
  - Retail Purchases
  - Other
- 9 What is the term of your current licence(s)?
- 10 What version(s) are you currently licenced for?
- 11 What version(s) would you want access to if a central agreement were negotiated?