

Region 7
Regional Telecommunications Council
Adopted January 29, 1996,
Revised and approved January 23, 2001

A. Structure and Purpose

1. The Regional Telecommunications Council (RTC) was established by Iowa Code in Senate File 2089, May, 1994, to serve as a regional advisory council for educational use of the Iowa Communications Network (ICN) and to assess local and regional educational needs for telecommunications services.
2. According to the legislation, a Regional Telecommunications Council (RTC) is established in each of the merged areas pursuant to chapter 260C and consists of nine voting members. One member is appointed by each of the following: School Administrators of Iowa, Iowa Association of School Boards, State Board of Regents, Iowa Association of Community College Trustees, Iowa Association of Independent Colleges and Universities, AEA Boards, Iowa State Education Association, Iowa Department of Education, and Iowa Public Television. Additional ex-officio nonvoting members may also be appointed by the RTC or any of the appointing organizations.
3. The RTC's shall advise the Education Telecommunications Council (ETC) on the assessment of local educational needs, and the coordination of program activities including scheduling. The community college located in the merged area of a regional telecommunications council shall staff and facilitate the activities of the council. The community college and the council may enter into a chapter 28E agreement for such arrangement.
4. The Region 7 RTC budget shall consist of that part of the annual appropriation as set by the legislature and the ETC.

B. Organization of the Region 7 RTC

1. Members may designate a proxy to attend meetings in their absence. A member who is no longer associated with the agency that made the appointment and/or cannot represent their interests on the RTC will notify the appointing agency to select a replacement to fill the remainder of the term.
2. The RTC will annually elect from the membership the officers of:
 - Chair,
 - Vice Chair/Chair Elect,
 - Secretary, and
 - a representative to meetings of the ETC and ITTC.

3. The RTC will annually establish regular meeting times and will meet at least six times during the year.
4. The RTC will communicate with regional constituents by making available agendas, minutes and reports of RTC and ICN activities.
5. Anyone wishing to submit a particular topic for formal placement on the printed agenda should make a request in writing to the RTC Coordinator or Chair) of the RTC no less than 7 days prior to the scheduled RTC meeting.
6. Each RTC meeting is subject to the Open Meetings provision of the Iowa Code. Meeting notices are posted at Hawkeye Community College, AEA 7, and an appropriate web site.
7. Hawkeye Community College will staff and facilitate the activities of the RTC.
8. Region 7 RTC records and materials will be archived by the Regional Coordinator.
9. The RTC will annually identify a fiscal agent.

C. Functions of the Region 7 RTC

1. Serve as the advocate for educational use of the ICN including K-12, postsecondary, and continuing education.
2. Identify and assess the educational needs of the region for use of the ICN.
3. Establish regional policies and priorities for use of the ICN.
4. Make recommendations on policy, technical specifications and growth needs to the Educational Telecommunications Council (ETC).
5. Promote equitable access to the ICN classrooms.
6. Support ICN scheduling procedures as established by the ETC and the ICN.
7. Serve as the first level of appeal for conflicts in the regional ICN scheduling process, making every effort to resolve conflicts locally. Refer unresolved scheduling conflicts to the ETC.

8. Provide a forum for suggestions, discussion and resolution about telecommunications issues and use of the ICN in the region.
9. Review and provide support as appropriate to regional grant applications for development and educational use of the ICN in Region 7.
10. Develop recommendations for regional solutions for ICN training and staffing.
11. Provide for a spare parts depot to facilitate reduced down time of ICN classrooms.