FSCOT Minutes
September 5, 2023

Zoom Connection: https://ksu.zoom.us/j/7855322637
Phone Connection: +1 669 900 6833 or +1 646 876 9923

1.) Turn on recording and announce disclaimer

2.) Call meeting to order – **Phil**

   a. Discuss taking minutes

3.) Approve agenda (additions) – **Phil**

4.) Approve minutes – **Phil**

   a. Minutes from May 2, 2023, **Attachment # 1, Page #4**

5.) Committee Introductions

6.) Committee Photo for Faculty Senate Website – 4pm

7.) Committee Reports:

   a. Office 365 Governance Group – **Michael**

      i. Discussion about utilizing O365 Teams to replace land-line phones -- has been postponed till new CTO is onboard

   b. Project Governance Group – **Phil**

      i. Meetings are suspended for next few months

         a. Review active projects from the Active Requests and Projects website:

            i. https://www.k-state.edu/it/projects/active-requests/

   c. Record and Retention Committee – **Carolyn Jackson**, Associate Professor, Hale Library, FSCOT Member

      i. Met once Daniel Hall is the office manager for records and retention

   d. University Network Infrastructure Refresh Project – **Michael**

      i. Have not met

   e. Academic Tools Committee – **Kevin Wanklyn**, Engineering, **Scott Finkeldei**, General University, Liaison for Chief Information Officer

      i. Have not met

   ii. Committee has been working with comprehensive survey that will go out to faculty. Should get rough draft to AT committee soon. Update

8.) Old Business (Business from Previous Meetings C and Accountability policy for

 a. Question raised about Follett

9.) New Business

 a. Meetings -- **Phil**

   i. First Tuesday of each month – 3:30 pm

   ii. Second meeting if needed the third Tuesday of each month – 3:30 pm

   iii. Should meetings be in-person or by Zoom

     1. Will host next 2 months of Meetings first Tuesday and Third Monthly meetings on zoom

     2. Will announce one in person meeting for Fall semester.

 b. New Adobe Policy – **Michael**

   i. Effective August 1, 2023, Adobe Creative Cloud is free to faculty and Staff

   ii. Also available on the

   iii. [Adobe Creative Cloud free to faculty and staff Aug. 1 | IT News (k-state.edu)](#)

   iv. Adobe Creative Cloud available on computers in the Media Studio in the Southerland Foundation Innovation Lab

     1. Students can gain access through faculty request

     2. Could all students just gain access similar to faculty? Michael to ask

 c. Classroom Updates

   i. 600 spaces across campus

     1. IT owns 200+ of them

     2. 30 projects in 50+ rooms

       a. Taking equipment out (decommissioning)and or update classrooms

       b. Weber, Bluemont, Livestock Arena, Seton West, Agronomy innovation lab, Cardwell, Leisure, Eisenhower, Willard

       c. Ideas and guidance on how to manage classrooms.

        d.   Brains to control all components in a classroom

               i.   Automated when a "brain" breaks for a classroom

1. Can see the individual components to determine if it's up or down.

2. Innovative approach with decreased staff.

3. Deployment of new technology for classrooms

4. Room Refreshes are funded by departments, facilities, foundation dollars

5. New CTO and New Provost will need to direct how technology is updated across campus and how funding is sourced.

6. Ethernet needed for classrooms for automated services.

7. Deferred maintenance

8. "25 Live" Scheduling for centralized classrooms

    a.   Registrar engages to ensure correct classrooms are categorized as a centralized classroom.

9. Should there be standards across campus to ensure comparable equipment and ease of maintenance.

    a.   Card readers for security access, projectors, etc.

10. "Creston" software issue with recording

10.) Other Items – What other agenda items should we address through the semester – **Group**

    a. Open Courseware – **Brian Lindshield,** Professor, Associate Department Head, Department of Food, Nutrition, Dietetics and Health, College of Health and Human Sciences

    b. AI and Chat GPT

    c. Announcement of AI Presentation at Library (Lisa Rubin Email)

    d. IT policy review and development

    e. Consistency of use of KSU.edu and K-State.edu domains for access to various aspects of the university.

      f.   Catalog descriptions and

11.) Future Meetings and Agenda – **Phil**

      a.   **October 3, 2023, 3:30 pm Zoom Meeting**

12.) Adjourn meeting—**Phil**

Attendance: -- *Italic attended*

- ☐ *Aaron Stroot, General University (23-26)*

- ☐ *Abbey Nutsch, Agriculture (23-25)*

- ☐ *Bill Genereux, Technology & Aviation K-State Polytechnic (22-24)*

- ☐ *Carolyn Jackson, K-State Libraries (23-26)*

- ☐ Chris Blevins, Veterinary Medicine (22-24)

- ☐ *Don Crawford, Architecture, Planning, and Design (20-25)*

- ☐ *Kevin Wanklyn, Engineering (21-24)*

- ☐ Lance Philgreen, Student Representative (23-24)

- ☐ *Lisa Rubin, Education (21-25)*

- ☐ *Mary Bowen, Term Appointment (22-25)*

- ☐ *Michael Raine, Business Administration (07-24) Co-Chair*

- ☐ Nicholas Wallace, Arts and Sciences (22-25)

- ☐ *Phil Vardiman, Health and Human Sciences (21-24) Co-Chair*

- ☐ Sandy Johnson, Extension (22-25)

Non-voting Attendees:

- ☐ *Regina Crowell, Liaison for University Support Staff*

- ☐ Scott Finkeldei, General University, (22-23) Liaison for Chief Information Officer

Guests:

- ☐ *Gregory Flax, Director of Service Desk Operations*

- ☐