

FSCOT Minutes

October 3, 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. **Abbey Nutsch**, Agriculture, will take minutes
- 3.) Approve agenda (additions) – **Phil**
 - a. Added to new business:
 - i. Item 7.a.ii - Possible cybersecurity training for students
 - ii. Item 7.a.iii. – Update on outage that occurred on 10/3/23
- 4.) Approve minutes – **Phil**
 - a. Minutes from September 5, 2023, Attachment # 1, Page #5
 - b. Minutes from May 2, 2023, Attachment # 2, Page #8
 - c. No edits/changes; minutes approved as written.
- 5.) Committee Reports:
 - a. Office 365 Governance Group – **Michael**
 - i. No Report
 - b. Project Governance Group – **Phil**
 - i. No Report; not meeting
 - ii. Refer to dashboard: <https://www.k-state.edu/it/projects/active-requests/>
 - c. Record and Retention Committee – **Carolyn Jackson**, K-State Libraries, Associate Professor, Hale Library, FSCOT Member
 - i. No Report. Refer to related item below (7.b. Catfiles Migration “W” Drive).
 - d. Academic Tools Committee – **Kevin Wanklyn**, Engineering, **Scott Finkeldei**, General University, Liaison for Chief Information Officer
 - i. No report at this time. Committee will meet Oct 16 to finalize comprehensive survey that will go out to faculty. Planned timeline: survey distributed in Nov, with subsequent report to provost/campus in Dec.
- 6.) Old Business (Business from Previous Meetings)
 - a. Chief Technology Officer (CTO) Search – **Michael**
 - i. Search status: Three candidates were recently interviewed; search committee has reported feedback/recommendations to VP for Administration and Finance (Ethan Erickson).
 - b. Use of KSU.edu vs K-State.edu – **Michael** and **Chad Currier**, Interim CTO, Division of Information Technology

- i. Discussion points: Reason for two domains is conflicting historical branding decisions/approaches. Consensus that using/having both is problematic (recent example = Adobe access). A challenging issue to address now that both have been entrenched in various ways within various systems. Currently, no standard policy as to which should/will be used going forward (it was noted that expanded use of vendors with single-sign-on compatibility will help over time, but not a quick fix).
 - ii. Next steps: Currier will take it forward and ask for insights/clarification as to possibility of considering a policy to prioritize one or the other going forward.
 - c. **New Adobe Policy – Michael**
 - i. At the last meeting (Sept 5) a question was asked about access to Adobe Creative Cloud for all students (in addition to faculty, staff, and student employees). Michael obtained the additional explanatory information below.
 - ii. Information from Julie Henton, Senior Financial Analyst/Business Manager, Division of Information Technology
 - 1. The new 3-year Adobe contract for Adobe Creative Cloud licenses for 100% of faculty and staff cost is just under \$209,000 per year. That was Option 1 offered by Adobe for the KBOR schools.
 - 2. KSU IT is shouldering the bulk of this cost and no longer invoicing departments for usage.
 - 3. Option 2 offered by Adobe was:
 - a. Adobe Creative Cloud for 100% of faculty & staff at a lower per license price, plus
 - b. Adobe Express for 100% of students at \$4 per license AND
 - c. Adobe Creative Cloud for a minimum of 5% of our student count at the same lower price per license.
 - 4. If we had chosen Option 2, covering 100% of the student population (estimated at 20,000 students), the cost per year would have increased by almost \$600,000. IT certainly could not afford that.
 - 5. If we were to purchase less than 100% licenses for students, the provisioning would have been a huge amount of work.
 - 6. I believe only one school chose Option 2. No one else could afford it or manage the provisioning for students.

7.) New Business

- a. **October is Cybersecurity Month – Michael**
 - i. October is Cybersecurity month. As a reminder, annual cybersecurity training will launch early in Spring semester.
 - ii. Possible cybersecurity training for students - **Michael** and **Chad Currier**, Interim CTO, Division of Information Technology.
 - 1. A question was raised about whether it would be possible to offer cybersecurity training to students. Students are currently not required to complete cybersecurity training (want to avoid barriers to enrollment, etc.). Consensus among those participating in this discussion that it

would indeed be useful/helpful for students (but should not be required). Carrier expressed willingness to recommend that it be explored.

2. Motion by Crawford to recommend that Carrier consider making cybersecurity training available to students. Second by Rubin. Discussion points: Vardiman indicated it would be appropriate to get input from student rep. Wanklyn asked about costs and resources involved in offering training to students. Raine offered friendly amendment (which was accepted) that the action item for Carrier should be to explore the possibility and report back. Motion (as amended) passed, with all in favor.
- iii. Update on outage that occurred on 10/3/23
 1. Denial of service style attack (large volume of traffic attempting to access) began around 8 am with a second wave around 10 am. Resulted in a slow-down in ability to process SSO connections. Issue was ultimately resolved (normal service restored by 1:45 PM), but some significant impacts (i.e., disruption to online exam in College of Business, cancellation of class in College of Engineering). Several asked questions about how outage information is communicated. There is a specific section of the IT website that provides outage announcements, available here: <https://www.k-state.edu/it/outages/>. Acknowledgement that there is always room for improving/enhancing IT communication across campus.
 - b. Catfiles Migration “W” Drive – **Kenneth Cunningham**, Business Analyst, Division of Information Technology, **Ryan Leimkuehler**, Associate Professor, University Archivist, K-State Libraries
 - i. Background: Project has been in the works for many years, with particular emphasis since the fire at Hale Library. W drive is not being “shut down,” but rather there is an ongoing initiative to migrate data/files from the W drive to other platforms. Information about this initiative was posted in K-State Today in July 2023; see link here: <https://blogs.k-state.edu/it-news/2023/07/25/catfiles-w-drive-to-be-reorganized/>. Records management personnel are contacting various units to review status and determine appropriate path forward. Important that retention schedules are followed/documented to stay in compliance with state record laws. Process is farther along in some departments/colleges than others (some may be nearly finished, others just getting started). How can FSCOT help? By encouraging prompt engagement and responsiveness within their units.
 - c. A new device is signed into your KSU account – **Lisa Rubin**, Associate Professor, College of Education, **Chad Carrier**, Interim CTO, and **Gregory Flax**, Director of Service Desk Operations, Division of Information Technology
 - i. As per email below, Lisa has been receiving an unusually high number of “new device” email notifications (dozens per day, even when not using a new device). Carrier & Flax affirm this should not be happening (is not the typical

experience); their teams will follow up with Lisa to understand the issue and help troubleshoot/resolve.

Date: September 7, 2023 at 12:45:01 PM CDT **To:** Phill Vardiman
<pvardiman@ksu.edu> **Subject:** item for FSCOT agenda in October

Phill,

I would like to add the "new device is signed into your KSU account" excessive emailing for every use of our single sign on to the agenda. I called the IT Help Desk to see how to reduce the number of emails I get every day and he said I cannot, so I removed my secondary email from PW reset options so I do not get them to my personal email address anymore, but his only recommendation for the KSU email was to filter them in a folder. With SSO I should not get a zillion e mails every time I open a new tool to use while logged in (as it seems excessive) so while the student worker was unconvinced that anything will change, perhaps Gregory can speak on this.

Thanks!

Lisa

*Dr. Lisa M. Rubin Associate Professor College of Education Kansas State
University 313 Bluemont Hall 1114 Mid-Campus Drive North Manhattan, KS
66506*

8.) Other Items – **Group**

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

- a. Second Meeting of the month, October 17, 3:30 pm, Zoom
 - i. Open Courseware – Brian Lindshield
 - ii. Suggestion to use alternative terminology – “Interactive open educational resources” (interactive OER) more appropriate than “courseware”

10.) 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) Sullivan, 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*
- *Kenneth Cunningham, Business Analyst, Division of Information Technology*
- *Ryan Leimkuehler, Associate Professor, University Archivist, K-State Libraries*