

Minutes

Kansas State University Faculty Senate Committee on Technology

March 4, 2004 - 2:00 PM - K-State Union 205

Members present: Haddock, Michaels, Murray, Rintoul, Ross, Selfridge, Simmonds, Warren

Guests: Beth Unger, Harv Townsend

Vice Provost Unger reported on security issues. We were hit with eight new worms in the past week. The main problem being encountered at this time is with student computers that have not kept their anti-virus software definitions up-to-date. The University is planning to move to managed anti-virus computing. The most current virus definitions would be pushed out centrally, rather than relying on each individual to do their own updating. Before connecting to the University network, individuals would have to allow anti-virus software to be loaded on their machines. The intent is to start with the residence halls and other student living groups this fall. Special arrangements will have to be made for conferences and visitors to campus. FSCOT member Ross stated the need to have a support system in place to deal with faculty machines, to make the process as painless as possible.

Harv Townsend, Director of Computing and Network Services, reported that the new centralized e-mail system will have enhanced security capabilities, and the target date for its implementation is August 2004.

Vice Provost Unger stated that online grade submission capability would be in place by January 2005. Faculty would submit their grades electronically through K-State Online. Though a direct pipe into OSS may still be two years away, they have worked out a method to get the grades into the SIS much sooner, using a transaction hub. In implementing this, some points in the design will require support from LASER system staff. Security is the major issue. Everything will need to be encrypted.

Vice Provost Unger also mentioned that TEVALs will be online in January 2005 rather than in paper. FSCOT brought up the importance of having high student participation in the online evaluations. Lower student participation might have detrimental effects on faculty rankings in some departments. Discussion ensued that how TEVALs are being utilized in individual departments is really a departmental issue or a faculty issue rather than a technology issue. The students are also working on their own student developed online evaluation proposal. They are currently contacting the Center for Advancement of Teaching and Learning seeking information on how the IDEA system works.

Harv Townsend reported that CNS is currently blocking all self-extracting files at the central mailer. Any message with an executable attachment is now rejected and bounced back to the sender. Attachments such as word processing documents and spreadsheets are still delivered as usual. The SIRT (Security Incident Response Team) has elected to keep this block of all executable attachments in place until a permanent anti-virus solution has been implemented. Zip files are not currently being blocked, but SIRT is going to consider it. This might pose a problem because some zipped files are

legitimate and useful.

Townsend also gave a presentation on the privacy rights of state employees. He covered several hypothetical examples. Courts have ruled that an expectation of privacy is subjective, and is decided on a case-by-case basis. K-State's Electronic Mail Policy includes:

This Policy clarifies the applicability of law and certain other University policies to electronic mail. Users are reminded that all usage of KSU's information technology resources including electronic mail is subject to all University policies including the Information Technology Usage Policy found at <http://www.ksu.edu/academicservices/docs/usage.html>.

The University encourages the use of electronic mail and respects the privacy of users. Nonetheless, electronic mail and data stored on the University's network of computers may be accessed by the University for the following purposes:

For items a-g, the extent of the access will be limited to what is reasonably necessary to acquire the information and/or resolve the issue.

- a. troubleshooting hardware and software problems,
- b. preventing unauthorized access and system misuse,
- c. retrieving University business related information, *
- d. investigating reports of alleged violation of University policy or local, state or federal law, *
- e. complying with legal requests (e.g.; court orders) for information, *
- f. rerouting or disposing of undeliverable mail,
- g. addressing safety or security issues.

** The system administrator will need written approval, including e-mail, indicating the extent of access that has been authorized from the Vice Provost for Academic Services and Technology or the Vice Provost's designee, to access specific mail and data for these purposes. At the time of initial contact with the individual(s) involved, the Vice Provost for Academic Services and Technology, will inform the individual(s) involved that, should they desire advice on advocacy they should contact the university ombudsperson.*

To the greatest extent possible in a public setting individuals' privacy should be preserved. However, there is no expectation of privacy or confidentiality for documents and messages stored on University-owned equipment.

Full policy is available at: <http://www.k-state.edu/policies/ppm/3455.html>