

**Kansas State University Faculty Senate**  
**Faculty Senate Committee on Technology**  
**Minutes**  
**November 7, 2017**  
**3:30 p.m. – Room 2138 of the Business Building**

Attended: Lisa Shappee, Michael Raine, Andrew McKittrick, Loren Wilson, Don Crawford, Ryan Otto, Brett DePaola, Rebecca Gould, Scott Finkeldei, Gary Pratt, Rob Caffey, Ryan Thiele

- Approved Minutes from October 3<sup>rd</sup> Meeting
- Brainstorming IT Strategic Planning and Faculty, FSCOT and IT Governance – Gary Pratt
  - Will start looking at strategic planning after the 1<sup>st</sup> of the year looking at a 3 or 5 year plan. Requested a longer FSCOT meeting to start this process. Plans to meet with faculty senate leadership to discuss this process as well.
- Technology Classrooms and Updates to the Rooms – Rebecca Gould
  - ITAC is still looking at priorities as more funds have not been given. Survey could be coming around and Rebecca asked that everyone respond with their opinion on what rooms should be updated.
  - ITS oversees Calvin 306 and 318 computer labs with 30 computers that is for anyone to use. This lab has SPSS. Contact ITAC to schedule this space.
- Update Cyber Security Month – Rebecca Gould
  - Shredding: Oct 17, we collected 10,400 pounds of shredding from the Manhattan and 180 lbs from the Polytechnic campuses
  - Hard Drives: Oct 31, we collected 1,406 hard drives for shredding from Manhattan and 225 hard drives from Polytechnic plus a 64 gallon tub of flash drives and floppies all properly and securely disposed
  - Cyber Security Awareness training: went out to students on October 31st, as of November 7th, 1,236 students had completed the training
- State Retention Data Policies – Scott Finkeldei
  - ITS has decided to create their own policy regarding how long they will retain content in Canvas and MediaSite. The current proposal is five years, it still has some channels to go through before it is implemented, but that timeline was reasonable to FSCOT. Faculty will get a notification with 6 months notice before their content is deleted. Canvas content will be deleted 5 years after the creation of the course, MediaSite will be videos with no views for 5 years. All existing content will get five years from the approval of the policy.