

Kansas State University Faculty Senate
Faculty Senate Committee on Technology
Minutes
December 5th, 2017
3:30 p.m. – Room 2138 of the Business Building

Attended: Scott Finkeldei, Lisa Shappee, Michael Raine, Don Crawford, Greg Dressman, Ryan Thiele, Loren Wilson, Andrew McKittrick, Ryan Otto, Brett DePaola, Gary Pratt, Karen Blakeslee, Brian McCornack

- Approved Minutes from November 7th Meeting

- Office 365 – Loren Wilson
 - The Apps/features implemented since early September
 - Security was re-configured to better enable future app roll-outs
 - Visio Online which is a premium license of \$25/year and accessible via the Office 365 app launcher. ITS will soon publish an article about this availability
 - Teams for all faculty/staff/students plus the ability to invite external users access to the Team
 - StaffHub: designed for desk-less workers and work scheduling (does not show in the app launcher)
 - [Flow](#): create basic automated workflows
 - [Forms](#): simple tool for creating surveys, quizzes, polls
 - Power BI Pro for Students (for one MIS class)/premium license of \$13/year
 - Our team is considering how we can best provide information about the Office 365 suite of products with our limited resources. Microsoft has a great introductory [training site](#) to help people get started with the tools.

- ITS Policy Changes – Michael Raine
 - The group looked over a proposal of how we will handle requests for recommendations/support for changes in policy from ITS. This process will be taken to leadership for further input.

- Catfiles – Greg Dressman
 - The K-State Enterprise Server Technologies (EST) group of ITS has been working to develop a plan to ensure the stability and long-term viability of centrally supported/hosted unstructured file storage (Catfiles). The plan has 4 main goals.
 - Review and propose changes to file change retention
 - Reduced Catfiles change retention from 7 years to 18 months on “workarea”, “projects” and “archive” shares.
 - Reduced Catfiles change retention from 6 months to 30 days on “home” and “apps” shares.

- Review and clean up “home drive” content for faculty and staff no longer with the university. Target deadline: 2/28/18.
 - Notices for 2440 users no longer with K-State sent 11/21/17
 - 275 of 2440 folders cleaned up as of 12/4/17
 - Department leadership chains can grant approval to review files.
 - Submit a General IT request to EST to provide temporary access to other individuals to review file content for university value.
- Proposing to discontinue “home drive” service
 - Provide transition documentation to migrate “home drive” to Microsoft OneDrive. Target is summer 2018.
- Implement quotas for “work area” departmental shares
 - 200G Quota for each university department.
 - \$.50/GB after initial 200G
 - Show back numbers sent early January 2018.
 - Charge back amounts send July 2018.
- February FSCOT Meeting
 - FSCOT will have a longer meeting on February 6th, 2018, from 2 p.m. to 5 p.m. to assist new CIO, Gary Pratt in a strategic planning session.