

FSCOT Agenda
October 20, 2020 3:30 PM

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

- 1.) Turn on recording – **Michael**
- 2.) Call meeting to order – **Brett**
- 3.) Approve agenda (additions) – **Brett**
- 4.) Reports:
 - a. Office 365 Governance Group – **Michael**
 - b. Project Governance Group – **Brett**
 - c. Extended IT Group – **Brett & Michael**
 - d. Record and Retention Committee – **Lisa Shappee**, Library Director/Associate Professor, K-State Polytechnic, FSCOT Member
 - i. Review proposed policies on November 17
 - e. IT Policy Review Team – **Don Crawford**, Information Technology Manager, Architecture, Planning & Design, FSCOT Member
 - i. Review proposed policies on November 13
- 5.) Old Business (Business from Previous Meetings)
 - a. Zoom Cloud Retention Recommendation – **Scott Finkeldei**, Director of Academic and Student Technology, Information Technology Services and FSCOT Liaison for Chief Information Officer.
 - i. Decide to approve
 - ii. See most recent version – Attachment # 1
 - b. Office 365 email feature: External email warning message – **Brett/Michael**
 - i. Decide to approve
 - ii. See Attachment # 2 (*Please review before the meeting*)
 - c. Student Wellness Website Project – **Aryan Tayal**, Student Representative
 - i. General update and how FSCOT can help

- d. Software License Percurrent Process – **Julie Henton**, Senior Financial Analyst/Business Manager, Information Technology Services
 - i. General discussion on how software is purchased by the University and then resold or distributed to faculty, staff, and departments
- 6.) New Business
 - a.
- 7.) Other Items – Group
- 8.) Adjourn meeting – **Brett**

Future Meetings and Agenda:

November 3, 3:30 to 5:00 pm, First November meeting, feedback and next steps on special meeting about academic technology, IT Policy Review

November 17, 3:30 to 5:00 pm – Second November meeting, Report and action on Record Retention Committee

December 1, 3:30 to 5:00 pm, First December meeting, agenda TBD