

FSCOT Minutes
April 5, 2022

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 – **Brett called to order 3:32pm**
- 3.) Introductions – **Brett**
 - a. Guests and members
- 4.) Approve agenda (additions) – **Brett**
 - a. **No additional items to add**
- 5.) Approve minutes – **Brett**
 - a. Minutes from February 15, 2022
 - b. Minutes from March 1, 2022
 - c. No objections were heard so minutes were accepted.
- 6.) Committee Reports:
 - a. Extended IT Leadership Group – **Brett & Michael**
 - i. No Report / No Meetings
 - b. IT Policy Review Team – **Don Crawford**, Information Technology Manager, Architecture, Planning & Design, FSCOT Member
 - c. Office 365 Governance Group – **Michael**
 - i. No Report
 - d. Project Governance Group – **Michael**
 - i. Committee continues to revise and improve project management and approval processes
 - ii. Several projects approved
 - iii. Scott Finkeldei shared the micro-credentialing out of this group.
 - e. Record and Retention Committee – **Ryan Otto**, Associate Professor, Hale Library, FSCOT Member
 - i. Talking with honors program applications (fill in from recording)

- ii. Looking at the PA Program, Faculty Senate Records, Contract (fill in from recording)
 - f. University Network Infrastructure Refresh Project – **Michael**
 - i. No Report / No Meetings
- 7.) Old Business (Business from Previous Meetings)
 - a. FSCOT leadership – **Brett**
 - i. Replace Brett – Request co-chair nominations
 - 1. Brett provided co-chair responsibilities including other Faculty Senate meetings and Leadership meeting, Campus wide University IT meetings. Meetings are a little extra work but are informative.
 - 2. A lot of information that is going on at K-State.
 - b. TopHat Resolution update and next action – **Brett**
 - i. **Resolution proposed by Ryan Otto that was coming from FSCOT.**
 - ii. **Ryan provided the most recent resolution and Brett shared that he will share in one of the two next meetings.**
 - iii. **Scott shared with new TopHat reps are to not market on campus TopHat is putting together new items to bring forward that is more palatable to Universities.**
- 8.) New Business
 - a. Faculty Senate invites **Gary Pratt**, CIO, to present a short State of IT report on October 11, 2022, during National Cybersecurity Awareness Month.
 - b. Follett Discover – **Michael & Scott Finkeldei**, Liaison for Chief Information Officer, Division of IT
 - i. Discussion around the proposal from Follett to implement Follett Discover at K-State and how it would interface with current enterprise systems
 - ii. Introduction of FSCOT representatives
 - iii. Corey Williamson shared Relationship with KSU and Follett agreement through 2028
 - 1. Renovations that took place on K-State’s Campus
 - 2. Have been attentive with concerns shared by university Faculty and Students

3. Provided examples of how Follet has supported K-State, the university and students.
- iv. Jen Shore shared the PPT slides
 1. Overview of Discover Suite of Tools
 - a. Streamlines the process for faculty SSO with LMS
 - b. Upload materials
 - c. Adoption and connects with student
 - d. SSO with LMS
 - e. Embedded into a course for the additional cost for each course
 - f. Helps prevent stress student experiences with finding what materials are needed
 2. PPT material highlighted resources for faculty and students
 - v. Chad VanBuskirk
 1. Demonstration for faculty and student side of Follett Discover
 2. Questions
 - a. Michael Raine: Is there a cost? **There is no cost for Follett Discover. The only thing we need is someone on your side to install the LTI.**
 - b. Kelley Brundage: Are there limits on licenses or how many can access at any time? **There are no limits on how many can access.**
 - c. Brett DePaola: By what mechanism (or at what point) does this online application for texts satisfy existing laws on textbook cost transparency (to the student)? **It will help us to acquire adoptions faster and easier. This will help make it easier for faculty to submit their adoptions. With better adoption collection, we will be able to provide the required information to students sooner and for more courses.**
 - d. Kelley Brundage: Would this only cover Manhattan campus courses or all of our courses and locations (Olathe, Salina, Manhattan)? **This will cover all locations.**
 - e. Colby Moorberg: Does it search open textbook indexes, such as Open Stax? **Yes, it does. Openstax is one of our biggest suppliers of OER.**
 - f. Phil Vardiman If a professor develops an Open Textbook at no cost to the student will there be a fee for the students to access these materials through this access portal? **There will be no fee if it an Open textbook. Follett Discover Adopt will make it easier for the**

faculty to upload the book or the link on how to access the textbook.

- g. Kelley Brundage: Is there additional costs or licensing for the student modules? Since we are only discussing the Faculty module here? **There no costs involved with any of the Follett Discover modules.**
- h. Ryan Otto: When a student is accessing a work through their LMS, what data is being sent to Follett and the textbook publisher? **Nothing is sent to us or the publisher. The Follett Discover Adopt LTI is only on the faculty side. The Discover Access module just makes it so that a student could purchase their books through the LMS. We would only get information that is normally gathered when we conduct an online sale.**
- i. Jason Maseberg-Tomlinson : Are all OER suggested by OpenStax accessible to people with disabilities? **Openstax has many materials that are accessible and are continuing to improve that option. They state that their text are reader friendly.**
- j. Kelley Brundage: Assume for those colleges or departments that have asked the faculty to send this information centrally and one person would be responsible for adding that there is that possibility still or would they possibly have the ability to upload a file for their courses/sections instead of adding one at a time? **There is no ability to upload a file to enter adoptions. Though if there are several sections or even multiple courses using the same material then it is possible to adopt that material quickly for multiple courses. Books can be saved in the faculty members library making it to grab and drop it in a course. There is also an adoption to readopt what was most recently used.**
- k. Kelley Brundage: So we mention manhattan but what shows for students or our faculty that are teaching at multiple locations? Does this account for that? **It does account for other campuses. We are taking back over the Salina store so it will cover there as well. That store is a separate store from the main campus. It is still part of our group just managed as a separate store.**
- l. Ryan Otto: Is there a conflict of interest where instructors are mandated to report their adopted course material through the same storefront that sells these materials to students? **The HEOA requires that students are able to see the title, ISBN, author, and the price before registering for a class. We are the official supplier of that information as we are the official course materials supplier of K-State.**
- m. Katherine Jones: I may just be showing my ignorance of what happens on my own campus, but I'm pretty sure Salina campus bookstore is now under Barnes and Nobles College...? Seems like it might be a complicating factor when discussing making this move all-campus wide. **It will be campus wide. We will be assuming management of that location soon.**

vi. Guests:

1. **Corey Williamson**, Director, K-State Student Union

2. **Chad Vanbuskirk**, Manager, K-State Campus Store at the Union
 3. **Jen Shore**, Follett
 4. **Kelley Brundage**, University Registrar
 5. **Ethan Erickson**, Interim VP & COO/CFO, K-State
- vii. See email Attachment – Presentation from Follett (PDF file)
 - viii. Action: Make recommendation to IT and PGC
 - ix. At next meeting will do some off line vetting and fact finding with the Follett group to help develop questions and ensure everyone’s questions are answered prior to a proposal being put forward.
 - x. FSCOT will provide information and insights on if this platform is a “good fit” for K-State.
- 9.) Other Items – **Group**
- 10.) Future Meetings and Agenda – **Brett**
- a. May 3, 2022
 - i. Cybersecurity/Audit/Insurance – **Michael & Chad Currier**, Division of IT, Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer
 - ii. TopHat Resolution update and next action – **Brett and Ryan Otto**, K-State Libraries, FSCOT Member
- 11.) Adjourn meeting—**Brett**

Attendance:

- X Brett DePaola, Arts and Sciences (17-22) Co-Chair
- X Colby Moorberg, Agriculture (20-22)
- X Don Crawford, Architecture, Planning, and Design (20-22)
- X Jason Maseberg-Tomlinson, General University (20-23)
 - X Jim Bach, General University alternate (20-23)
- X Jennifer Wilson, Extension (21-22)
- Justin Thomason, Veterinary Medicine (21-24)
- X Katherine Jones, Technology & Aviation K-State Polytechnic (21-24)
- X Kevin Wanklyn, Engineering (21-23)
- X Lisa Rubin, Education (21-22)
- Mary Bowen, Term Appointment (Spring 22)
- X Michael Raine, Business Administration (07-22) Co-Chair
- Nathan Vontz, Student Representative (21-22)
- X Phil Vardiman, Health and Human Sciences (21-24)
- X Ryan Otto, K-State Libraries (17-23)

Non-voting Attendees:

- X Gary Pratt, CIO
- Debbie Webb, Liaison for University Support Staff
- X Scott Finkeldei, Liaison for Chief Information Officer

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- X Jen Shore, Follett

- X** Kelley Brundage, University Registrar
- X** Ethan Erickson, Interim VP & COO/CFO, K-State