

# FSCOT Meeting Minutes

September 21, 2021, 3:30 pm

The meeting was called to order by Brett and Michael

All attendees introduced themselves.

Members Attending: Brett DePaola, Colby Moorberg, Don Crawford, Jason Maseberg-Tomlinson, Justin Thomason, Katherine Jones, Kevin Wanklyn, Lisa Rubin, Michael Raine, Nathan Vontz, Phil Vardiman, Ryan Otto

Non-voting Attendees: Gary Pratt, Scott Finkeldei

Guests: Chad Currier, Division of IT Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer.

The committee agreed that minute-taking duties will be performed on a rotating basis based on alphabetical order of first names, beginning with Colby Moorberg for this meeting.

The retention policy for MS Teams was discussed. The proposed retention policy is [available at this link](#). A date for the beginning of implementation of this policy has not yet been determined. MS Teams is problematic from a records retention standpoint due to open records laws and other issues. Exemptions to this records retention policy are discouraged, but impacted people and units should contact Chad Currier or Gary Pratt to discuss alternatives to MS Teams for record retention and communication. Three separate examples of use cases from the committee were presented, outlining potential impacts of the retention policy. People should contact the IT Services Center to get help with file management and moving away from MS Teams. Chad Currier will meet with the help desk staff soon to provide them guidance for helping people get out of Teams.

The process for providing extended access to campus IT resources for emeritus faculty was discussed. Interested persons who are retiring and wish to retain extended access to IT resources must complete the [Extended Access Form](#). Without completing that form, faculty will lose access to all resources except email.

Chad Currier updated the committee on the Legislative Post Audit, which is available here: [Kansas Legislative Division of Post Audit – Kansas State Auditors \(kslpa.org\), along with the Password Lockout Policy. Kansas State University cannot comply with all regulations due to the nature of business that is performed at this university, such as problems with password resets every 90 days potentially causing havoc when students return to school in the fall without having logged into their accounts for over 90 days. In such cases where KSU could not comply with the regulation, policies defaulted to standards from the National Institute of Standards and Technology \(NIST\).](#)

An update was provided on the creation of the “Academic Tools Committee”. The committee is expected to be created by the Provost’s Office by the end of September.

The meeting was adjourned.

The next meeting will be held on October 5, 2021.