

FSCOT Meeting Minutes

October 5, 2021, 3:30 pm

1. Turn on recording and announce disclaimer
2. Call meeting to order – **Brett**
 - a. Don minutes taker
3. Approve agenda (additions) – **Brett**
 - a. **No agenda additions.**
4. Approve minutes – **Brett**
 - a. **Attachment # 1** (page 5): Minutes provide by Colby
 - b. **No changes to previous minutes.**
5. Committee Reports:
 - a. Extended IT Leadership Group – **Brett & Michael**
 - i. **No report.**
 - ii. **“IT Updates” will be providing more info on projects. Gary asked Michael to distribute the IT Updates link to FSCOT.**
 - b. IT Policy Review Team – **Don Crawford**, Information Technology Manager, Architecture, Planning & Design, FSCOT Member & **Chad Currier**, Division of IT, Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer
 - i. **Review Team has not reconvened since the retirement of Dr. Rebecca Gould. - Don**
 - ii. **IT Executive Team is looking at how policy is reviewed going forward, expecting an annual review. - Gary**
 - iii. **IT policy review process. - Chad**
https://kstate.service-now.com/its?id=kb_article&sys_id=356d33b5db06a09077419014db961986
 - c. Office 365 Governance Group – **Michael**
 - i. **Developing a working group on Teams Retention**
 - ii. **Action:**
 1. Determine what academic or administrative groups are affected?
 2. Clarify use of Teams, don’t discourage use, but use correctly
 - iii. **How are you using Teams? If you or a group in your constituency developed processes in Teams, Michael would like to have your contact information for further conversations as policy is reviewed.**
 - d. Project Governance Group – **Brett**
 - i. **Lots of activity but nothing appears to be FSCOT business. There will be more to report in the future.**
 - e. Record and Retention Committee – **Brett**
 - i. **Action:**
 1. Designate replacement FSCOT member on the Record and Retention Committee
 2. **Speak up if you would like to serve on this committee.**
 - a. **Ryan Otto** expressed interest.
 - f. University Network Infrastructure Refresh Project – **Michael**
 - i. **Chad Currier gave an excellent overview of this topic last meeting.**
 - ii. **Anticipate an updated report this spring.**

6. Old Business (Business from Previous Meetings)
 - a. Security Technologies and Equipment Policy – **Michael & Chad Currier**, Division of IT, Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer
 - i. **Attachment # 2** (page 6): Security Technologies and Equipment Policy
 - ii. Action:
 1. Feedback for Division of IT
 2. **Email Chad directly if you have feedback. ccurrier@ksu.edu**
 - iii. **Establishing standards to reduce the number of different systems on campus. Reduce costs and number of vendors.**
 - iv. **Provide central support and service while allowing distributed units management over their respective facilities.**
 - v. **Improve the formal process for on boarding and off boarding of personnel for HRIS and access controls. More automation in the process is a goal.**
 - vi. **Nathan Vontz. SGA (Student Government Association) expressed an ardent desire to implement digital IDs on mobile devices for use on campus.**
 1. **Pilot program at the Rec Center.**
 2. **ID Center has shared with SGA there is a considerable cost to move to this technology.**
 3. **Students could use a card or a mobile device.**
 4. **Add Nathan to a spring FSCOT agenda to discuss results learned from the pilot programs.**
 - b. Other Q&A from last meeting – **Brett & Chad Currier**, Division of IT, Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer
 - i. 10-minute time limit
 - ii. Action:
 1. Feedback for Division of IT
 - iii. **Question about the annual security awareness training regarding proof of training. The information does not seem to be showing in HRIS. – Don**
 1. **Process may take a couple of business days before appearing in HRIS. – Chad**
 2. **Should be a PDF certificate offered at the end of the training as well. – Scott**
 3. **Why send a link via email when we should not click on links in emails? – Phil**
 - a. **There are a lot of opportunities to improve this process. We plan to use the current email to provide further training on how to ID a safe link. Apologies. – Chad**
 - b. **Was the training link generic or recipient specific? – Don**
 - i. **Generic. – Scott**
 - c. **The link is long and complex. - Brett**
 4. **SANS is expensive but provides great training. Worth it. If interested contact Chad.**
 - c. TopHat Resolution update and next action – **Brett and Ryan Otto**
 - i. **Attachment # 3** (page 12): Resolution provided by Ryan
 - ii. Action:
 1. Decide next steps

- iii. Costs need to be monitored closely, and we should pursue low to no cost alternatives as a standard. We are finding costs trickle down to the students, a death of a thousand cuts, as Top Hat (among others) charge a little here and a little there.
- iv. Faculty may be requiring students to buy into these technologies for legitimate purposes, but anecdotally we are aware some faculty use them for convenience in ways that are frivolous such as attendance taking.
- v. Desire to use this document to provide a road map to the new academic tools committee.
- vi. Homework! Please everyone read the document and be prepared to discuss as we consider approval in the next FSCOT agenda.

7. New Business

a. Zoom retirees deprovision we are above 80% account utilization – **Brett and Scott Finkeldei**, Liaison for Chief Information Officer, Division of IT

i. Action:

- 1. Feedback for Division of IT

ii. Zoom is a service currently extended to retirees and emeritus. Due to increased costs, we need to examine the need to provide this service beyond retirement.

- 1. Leaving K-State. <https://www.k-state.edu/it/leaving/>
- 2. A Zoom license is not required to join a Zoom meeting.

b. Cybersecurity Awareness Training for Faculty, Staff, and Student Employees – **Michael & Chad Currier**, Division of IT, Chief Operations Officer, Deputy CIO for Enterprise Technology, Chief Information Security Officer

i. Attachment # 4 (page 14): Copy of the email

ii. Failure to take the training results in eID deactivation

- 1. Training content is based on state of KS requirements.

iii. Action:

- 1. Awareness and communication about the training

iv. See “Old Business” notes for further discussion on the training.

8. Other Items – **Group**

9. Future Meetings and Agenda – **Brett**

- a. Generally scheduled for the first and third Tuesdays, 3:30 to 5:00 pm
- b. Will generally keep first meeting but might cancel second meeting of the month if there is not enough business.
- c. Next meeting: October 19
- d. Future Agenda Items
 - i. Open/Alternative Textbook Initiative
 - ii. Non-Technical Update on the Data Center
 - iii. Classroom Updates
 - iv. McGraw Hill Inclusive Access Program
 - v. Agenda requests?

10. Adjourn meeting—**Brett** Page Break **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)
- X 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)
- X Michael Raine, Business Administration (07-22) Co-Chair
- X 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

Guests:

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