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To: The University Community

CC: Dana Fohl, J.D., Vice President of Compliance & University Counsel
Carrie Ernst, Chief Innovation and Optimization Officer
David T. McFaddin, Ed.D, President

FROM: Ethan Durham, M.P.A, Manager of Policy and Board Operations

DATE: February 13, 2026

RE: Notice of Comment Period: Acceptable Use of Information Technology Resources 11.2.1

MEMORANDUM

Substantive revisions to Administrative Regulation 11.2.1ADR, Acceptable Use of Information Technology Resources, have been drafted and are now posted for the required ten-business-day public comment period in accordance with University Policy 1.1.1, Policy on Policies and Regulations. Copies of the draft, the original regulation, and the public comment form are available on the EKU Policy Website. The comment period will begin on Friday, February 13, 2026, and will close at the end of business on Thursday, February 26, 2026.

The drafting team completed its work in 2025 and included the following members: Byron Sims, Interim Executive Director, Infrastructure, Security, & Systems; Carrie Ernst, Chief Innovation and Optimization Officer; Jeff Whitaker, Chief Information Officer; and Dana Fohl, Vice President of Compliance and University Counsel.

The proposed revisions primarily consist of clarification updates. Key changes include updated terminology referring to “University community members” rather than “computer and communication users,” along with minor grammar and wording corrections throughout the regulation. Section II has been updated to expressly require compliance with [Administrative Regulation 11.2.7, Use of Artificial Intelligence in the Workplace](#), to address data protection, legal compliance, and ethical use of artificial intelligence.

Additional revisions clarify privacy and account usage requirements under Section III. Language has been added to emphasize that account passwords are the primary means of ensuring privacy and that individuals must not share accounts or passwords, including the use of online services to bypass licensing requirements. New provisions address the limited creation and use of generic accounts, specifying that such accounts may be approved on a case-by-case basis for defined purposes, may not be used to access non-public information, and are subject to approval by the Information Technology Department.

Section IV, Electronic Communications, has been updated to clarify email access following separation from the University. The draft specifies that graduating students may retain use of their email address, though not all services are available to active students. Upon retirement, employees may transition to an email address within the retiree.eku.edu domain and will not retain an eku.edu address, except where previously grandfathered. Additional clarification has been added regarding exceptions.

Finally, the Definitions section has been updated to revise the definition of Personally Identifiable Information (PII) and to add a definition for University Community Members.

In accordance with Policy 1.1.1, these proposed revisions are submitted to the University community for review during the public comment period. As required, the President's Cabinet, Provost's Cabinet, Staff Council, and Executive Committee of the Faculty Senate are being notified of this posting. All comments received will be routed to the appropriate stakeholders for consideration prior to finalization.

Comments should be submitted directly through the public comment form on the [EKU Policy Website](#). If you have any questions, please reach out to the Office of University Counsel at university.counsel@eku.edu.
