



Kevin Bass &lt;kbassphiladelphia@gmail.com&gt;

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## FERPA Request to Inspect/Review Education Records - Dec 11, 2023 Dismissal Hearing Video (All Versions)

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Kevin Bass <kbassphiladelphia@gmail.com>  
Reply-To: kbassphiladelphia@gmail.com  
To: LUB\_FMB\_Registrar <registrar@ttuhsc.edu>

Sun, Dec 14, 2025 at 4:25 PM

Hello Office of the Registrar,

This is a FERPA request to inspect and review my education records under 34 C.F.R. § 99.10 and TTUHSC OP 77.13.

Records requested (please interpret broadly, including all versions/copies/exports):

The complete video recording (native digital file, not a screen capture) of my dismissal hearing held on December 11, 2023, including any separate audio tracks.

Any other recordings of that hearing (backup copies, archived copies, prior versions, edited versions, copies stored by IT/Student Affairs/Dean's Office/OGC or any vendor acting for TTUHSC).

Any transcript(s), notes, written summaries, or official "hearing record" compilations for that hearing.

Any metadata maintained with the recording(s) (creation date/time, format, duration, file name, storage location identifiers, and any checksums/hashes if maintained).

Access method requested:

Please provide an opportunity to inspect and review these records within 45 days of receipt of this request.

If circumstances effectively prevent onsite review, please provide a copy or other arrangements for inspection/review (e.g., secure remote viewing session or secure link).

Preservation / no-destruction notice:

Because this is an outstanding FERPA access request, please confirm that TTUHSC will not destroy any responsive education records while this request is pending.

If TTUHSC contends no responsive video exists:

Please state that in writing and include (to the extent maintained):

(a) which offices were searched (Registrar/Dean/Student Affairs/IT/etc.), and

(b) whether any video previously existed but is no longer maintained, including any retention/destruction rationale and the date of any destruction or loss. (I am not asking you to create records you do not maintain; I am asking for your maintained explanation/search statement.)

TTUHSC OP 77.13 indicates access requests should be made using the

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student access form ("Attachment B"). If you require a specific form, please send it to me immediately and treat this email as my written request in the meantime.

Thank you,

Kevin Bass PhD MS  
Phone: 512-333-4092