



Kevin Bass <kbassphiladelphia@gmail.com>

TTUHSC Student Record

LUB_FMB_Registrar <Registrar@ttuhsc.edu>
To: "kbassphiladelphia@gmail.com" <kbassphiladelphia@gmail.com>

Fri, Dec 19, 2025 at 10:53 AM

Mr. Bass,

We are finalizing logistics for you to be escorted into the HSC building, provided a room, and a laptop for you to view the records. You will be authorized to view the records from 9 AM to 4 PM on Monday, December 29; Tuesday, December 30; and Wednesday, December 31. Pursuant to FERPA, you are entitled to inspect and review your educational records; however, you will not be permitted to take any action that may create a copy of any document, to include but not limited to, recording, capturing, photographing, etc. The door to the room you will be provided must remain open at all times to ensure compliance. At any time you decide to leave the room you will be required to provide the laptop to the escort. Please respond to this email account to confirm your availability for these dates.

Thank you,

Office of the Registrar
> > > Enrollment Services
> > > Academic Classroom Building | Room 2C400
> > > 3601 4th Street | STOP: 8310 | Lubbock, TX 79430
> > > Registrar@ttuhsc.edu
> > > O: 806.743.7347 | F: 806.743.3027

-----Original Message-----

From: Kevin Bass <kbassphiladelphia@gmail.com>
Sent: Friday, December 12, 2025 7:49 PM
To: LUB_FMB_Registrar <Registrar@ttuhsc.edu>
Subject: Re: TTUHSC Student Record

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Dear Registrar/Records Custodian,

Thank you for today's FERPA inspection session.

During the Dec 12 session, TTUHSC staff stated the responsive set consisted of approximately 2,000 records. Under the current session format and restrictions (including the no recording/capturing/photographing condition stated in your Dec 3, 2025 email), I was able to review approximately 20 records during that session. As a result, the current arrangement is not a workable method to permit inspection and review of the full set within a reasonable period.

FERPA requires an opportunity to inspect and review education records within a reasonable period (not more than 45 days), and where circumstances effectively prevent inspection/review, the institution must provide copies or make other arrangements that permit inspection/review. See 34 C.F.R. § 99.10(b), (d).

To ensure this inspection/review can be completed, please confirm that the responsive records will be retained and not destroyed while my request to inspect/review remains pending. See 34 C.F.R. § 99.10(e).

Scope clarification (no waiver): This request covers (1) the complete set displayed during the Dec 12 session (the full universe shown), and (2) any additional education records responsive to my Oct 2, 2025 FERPA request and Oct 20, 2025 supplemental request that were not included in the Dec 12 set. Please confirm that the Dec 12 set reflects the complete set TTUHSC collected as responsive to those requests (subject only to redactions/segregation under 34 C.F.R. § 99.12(a)).

To make this workable at this scale, please implement ONE of the following access methods (reasonable security controls

and required redactions/segregation are fine):

- A) Secure view-only portal access (or equivalent) to the complete set for a defined period (e.g., 30 days); or
- B) A concrete high-cadence inspection schedule (e.g., multiple multi-hour blocks per week) sufficient to complete inspection/review of the full set within a reasonable timeframe; or
- C) If (A) or (B) cannot be provided promptly, provide copies of the complete set (with any required redactions) or propose another arrangement that complies with 34 C.F.R. § 99.10(d).

By close of business Monday, December 15, 2025, please (i) acknowledge receipt of this email and (ii) confirm which option (A), (B), or (C) TTUHSC will implement. By close of business Friday, December 19, 2025, please provide the full plan and logistics (including the earliest start date and, if applicable, proposed session dates/times or portal access details).

Additionally, please make available the 34 C.F.R. § 99.32 record of disclosures for my education records, and confirm the total item count for the Dec 12 set and provide a simple inventory/manifest of that set to facilitate navigation.

If TTUHSC does not provide a workable plan by December 19, 2025, I will seek compliance assistance from the U.S. Department of Education Student Privacy Policy Office.

Sincerely,

Kevin Bass PhD MS
Phone: 512-333-4092

On Thu, Dec 11, 2025 at 1:10 PM LUB_FMB_Registrar <Registrar@ttuhsc.edu> wrote:

- >
- > Mr. Bass
- >
- > Please see the below link to the zoom meeting scheduled for Friday, December 12th at 10:00 - 11:00 am CST.
- >
- > This meeting will only be to go through the educational documents pursuant to FERPA.
- >
- > Join Zoom Meeting
- > https://urldefense.com/v3/__https://ttuhsc.zoom.us/j/92711546946__?!P
- > ZU9J6Y!aPreIQzuUEz6ku623fZ9F_-8BixNbQ5Yt04uoqQPwZSDPvKbWahidzLa3OBZbv8
- > 4MsPHMkbITRR4-TG52N06qUtvdsVa\$
- >
- > Meeting ID: 927 1154 6946
- >
- > One tap mobile
- > +13462487799,,92711546946# US (Houston) 17193594580,,92711546946# US
- > Join by SIP
- > • 92711546946@zoomcrc.com
- > Join instructions
- > https://urldefense.com/v3/__https://ttuhsc.zoom.us/meetings/92711546946/6/invitations?signature=LW67RuXyK81BiPhdbqFSUQ_bo0A_6QL20nVegJTQvIM__;
- > !!PZU9J6Y!aPreIQzuUEz6ku623fZ9F_-8BixNbQ5Yt04uoqQPwZSDPvKbWahidzLa3OBZ
- > bv84MsPHMkbITRR4-TG52N06qcegcIAM\$

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