
**Academic Information Technology Council
Minutes of 18 November 2024****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Academic Information Technology Council was called to order at 10:02 a.m. on 18 November 2024 via Webex video conferencing by Timothy Broadwater, chair.

Members Present: Timothy Broadwater, Jessica Cataldo, Colin Cork, Andrew Holmes, Pavel Ikonov, Michael Kahwaji, Cara Masselink, Joshua Naranjo, Michael Osei, Geraldine Rinna, Julia Stachofsky (substitute for Katie Marshall)

Members Absent: Brian Carnell, Paul Gallagher, Annette Hamel, Scott Puckett

Ex Officio Present: Kieran Fogarty

Guest: Bryon Glock, Director of Enterprise Application Success, Office of Information Technology

Quorum

A quorum was present with 12 members in attendance of the 10 needed to establish quorum.

Agenda

It was moved by, Naranjo seconded by Cork, to accept the agenda as presented. The motion carried unanimously.

Minutes

It was moved by Cork, seconded by Naranjo, to approve the 21 October 2024 minutes as presented. The motion carried unanimously.

Reports of Officers

Chair Broadwater reviewed charges and will continue to monitor classroom tech support.

Ex Officio Fogarty discussed shortage of in-person tech support. In the next six months, discuss and focus on two to three main strategic issues. On Artificial Intelligence (AI), request update from the provost to guide on how to use best, protecting academic integrity, and to ensure no duplication of efforts. Charge 4 should be resolved except for building access. Chair Broadwater will contact Matt Page, Public Safety Security supervisor.

Reports of University Representatives

Holmes reported the following:

1. In-person classroom tech support: Information Technology (IT) has 198 classrooms and colleges have about the same number. Campus Master Planning group is looking at the next 25 years. Developing page and ranking system for classroom tech and maintenance status for transparency. IT is down 60%, from five to two employees in this area; request recommendation from AITC to provide additional finances to support in-person IT personnel, if appropriate.
 - a. Phase1: Registrar controlled rooms;
 - b. College controlled classrooms are going into 25Live and will be included into the above list;
2. AI: <https://wmich.edu/it/artificial-intelligence-use-rule> will be available soon.
 - a. Clarification is needed if faculty should use which email in other AI outside Copilot. The content that is placed into the AI system must be considered.

No WMUx report provided.

Glock reported readout of the Discovery Event focused on retention. The primary themes provided by the participants were:

1. increased access to those supporting students and leadership reporting;
2. Expansion of Safety Management System (SMS) adoption;
3. Consideration of expansion to graduate students. There are more strategic decisions to make as an institution before building further on the current platform or moving to Ed Cloud, an industry cloud where active development is happening.

Unfinished Business

None.

New Business

Monitor classroom tech support.

Announcements

None.

Adjournment

It was moved by Ikonov, seconded by Rinna, to adjourn the meeting at 10:55 a.m. The motion carried unanimously. The Academic and Information Technology Council will next meet on 16 December 2024 via Webex.

Approval

Submitted by Cara Masselink, Secretary

These minutes were not approved by the council.