
**ACADEMIC AND INFORMATION TECHNOLOGY COUNCIL
Minutes of 19 September 2022****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Academic and Information Technology Council was called to order at 9:35 a.m. on 19 September 2022, via Webex by Amy Bocko, chair.

Members in Attendance: Amy Bocko, Timothy Broadwater, Brian Carnell (designed for Associate Provost Edwin Martini), Colin Cork, Clifton Ealy, Paul Gallagher, Annette Hamel, Andrew Holmes, Katie Marshall, Cara Masselink, Geraldine Rinna, Zoann Snyder

Members Absent: Christopher Biggs, Pavel Ikononov, Scott Puckett

Ex Officio in Attendance: Kieran Fogarty

Guest(s): Bryon Glock, Director for Enterprise Application Success, Office of Information Technology; Eriz Hughey, Faculty Senate Office

Quorum

A quorum was present.

Agenda

[MOTION] It was moved by Broadwater, seconded by Carnell, to accept the agenda as presented. The motion carried unanimously.

Election of Officers:

Chair Bocko solicited a volunteer to serve as secretary. There were no volunteers. It was suggested that instead of electing a secretary, the duties will be fulfilled by each AITC member on a rotating basis, alphabetically by last name.

[MOTION] It was moved by Bocko, seconded by Rinna, to rotate the secretary duty to take minutes. The motion carried unanimously.

Duties of the secretary for the 19 September meeting will be fulfilled by Broadwater.

Minutes

[MOTION] It was moved by Carnell, seconded by Broadwater, to approve the 18 April 2022 minutes. The motion carried unanimously.

Reports of Officers

Chair Bocko reported on the Council Charges, which will be included in the Year-end report.

Ex Officio Fogarty presented AITC 2022-23 Charges.

Reports of University Representatives

Holmes reported that there is a cybersecurity summit scheduled for 17 October at the Fetzer Center from 1 to 4 p.m. This event is expected to occur annually. Holmes presented IT updates and addressed home pages, which can be a security risk. Holmes will assist the 30 faculty members who continue to use homepages in one-on-one sessions. Chair Bocko explained Scholarworks.

Glock presented updates to the Campus Connection Project. Release 2 is scheduled for January. It will include a set of new features. A request was made to have an AITC member appointed by the Faculty Senate Executive Board to attend the project meetings monthly.

Unfinished Business

Chair Bocko presented Course Delivery. A suggestion was made to edit the class capacity description to “course capacity limited by WMU policy”.

[MOTION] It was moved by Cork, seconded by Gallagher, to amend the definitions for course capacity. The motion carried unanimously.

Ex officio Fogarty needs to clarify with the Executive Board if the definitions need to be put forward as a Memorandum of Action.

New Business

Chair Bocko led a review of the 2022-23 AITC Charges.

Announcements

None.

Adjournment

[MOTION] It was moved by Bocko, seconded by Broadwater, to adjourn the meeting at 10:47 a.m. The motion carried unanimously. The Academic and Information Technology Council will meet next on 17 October 2022, virtually via WebEx at 9:30 a.m.

Approval

Submitted by Tim Broadwater, Assigned Secretary for 19 September 2022 AITC meeting

Minutes approved on 17 October 2022.