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**ACADEMIC AND INFORMATION TECHNOLOGY COUNCIL  
Minutes of 21 November 2022**

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Academic and Information Technology Council was called to order at 9:30 a.m. on 21 November 2022, via Webex by Amy Bocko, chair.

**Members in Attendance:** Amy Bocko, Timothy Broadwater, Brian Carnell, Colin Cork, Matthew Fries (substitute for Christopher Biggs), Paul Gallagher, Andrew Holmes, Pavel Ikononov, Katie Marshall, Cara Masselink, Joshua Naranjo (substitute for Clifton Ealy), Geraldine Rinna, Zoann Snyder

**Members Absent:** Noor Fathima, Annette Hamel, Scott Puckett, Kumar Sanu

**Ex Officio in Attendance:** Kieran Fogarty

**Guest(s):** Bryon Glock, Director for Enterprise Application Success, Office of Information Technology; Alex Teal, WMU Libraries Emerging Technology Specialist

**Quorum**

A quorum was present.

**Agenda**

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

**Minutes**

**[MOTION]** It was moved by Snyder, seconded by Cork, to approve the 17 October 2022 minutes as presented. The motion carried unanimously.

Ikononov attended the meeting at 9:58 a.m.

Carnell attended the meeting at 10 a.m.

**Reports of Officers**

Chair Bocko noted that the 5 December 2022 meeting is cancelled.

Ex Officio Fogarty asked AITC to focus on projects to accomplish in the remaining 2022-23 year. Ex Officio Fogarty announced that AITC will be highlighted in a 15-minute presentation at the 6 April 2023 Faculty Senate meeting.

**Reports of University Representatives**

Holmes and Glock provided the following updates on the Office of Information Technology (OIT):

- Cybersecurity Training – all WMU employees will be required to complete the training. Participants are asked to complete the 45-minute training session and offer their feedback.
- Network Maintenance – OIT is asking departments that maintain their own networks to design a connection that incorporates the new system.
- Strategic Planning – the opportunity to provide feedback has closed. The next step is to distribute the plan more broadly.
- Apps Anywhere – OIT is making progress with the vendor for WMU to be able to host and support the application. OIT is drafting Bring Your Own Device standards/minimum requirements with the necessary stakeholders. Roll-out is targeted for fall 2023.
- Virtual Reality (VR) – a discussion was held regarding how VR will be incorporated at WMU. OIT is seeking to understand how faculty will use VR now and in the future. The College of Health and

Human Services (CHHS) distributed a survey within the college to analyze and review the need for VR.

- GoWMU – the existing portal will end on 21 December 2022. Only the new portal will be available from that point forward.
- Integrated Campus Experience Governance Team – the team has met five times with Rinna representing faculty.

Carnell reported on changes to Mediasite and OneDrive integration. Videos that have not been viewed in the last five years will be archived. Owners of these videos will be notified about this process.

### **Unfinished Business**

Chair Bocko presented the Course Delivery Definitions to the Faculty Senate Executive Board. A definition of HyFlex was requested. The Executive Board noted that the Hybrid definition requires at least 51% remote, but there is no percentage for in-person. Chair Bocko collaborated with Alyssa Moon, WMUx Lead Instructional Designer, to refine the definitions. Two minor changes were made, and a footnote was added.

**[MOTION]** It was moved by Bocko, seconded by Cork, to approve the Course Delivery Definitions as amended. The motion carried unanimously.

### **New Business**

Teal reported on the following University Libraries updates:

- a. Video production and editing are being supported by partnering with the Instructional Technology Center (ITC). University Libraries will assist with creation, and ITC will assist with editing and display.
- b. Offerings in technology spaces, which included 3D printing, multimedia editing/creation, and flight simulators, were highlighted.
- c. Waldo Library has various technological equipment available for checkout.

Teal will return to AITC at a future meeting to showcase faculty-driven projects resulting from the services being offered. Chair Bocko added that she is focusing on supporting Audio Visual (AV) creation needs for faculty and students regarding portable equipment. She is working to create a suite of AV equipment for lending with detailed instructions/guides.

### **Announcements**

Pavel questioned the elimination of faculty homepages and how to move forward with no support, and possible solutions to provide to the faculty.

### **Adjournment**

Chair Bocko adjourned the meeting at 10:41 a.m. The Academic and Information Technology Council will meet next on 23 January 2023, via Webex at 9:30 a.m.

### **Approval**

Submitted by Colin Cork and Amy Bocko

Minutes approved on 23 January 2023.