
**Academic Information Technology Council
Minutes of 18 September 2023****Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Academic Information Technology Council was called to order at 10:04 a.m. on 18 September 2023 via Webex video conferencing by Timothy Broadwater, chair.

Members Present: Timothy Broadwater, Brian Carnell, Jessica Cataldo, Colin Cork, Annette Hamel, Andrew Holmes, Pavel Ikonov, Katie Marshall, Cara Masselink, Joshua Naranjo, Ryan Tay, Zoann Snyder

Members Absent: Paul Gallagher, Scott Puckett, Geraldine Rinna

Ex Officio: Kieran Fogarty

Guest: Paul Pancella, Vice President, Faculty Senate Executive Board

Quorum

A quorum was present with 13 members in attendance, of the 10 needed to establish a quorum.

Agenda

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

Minutes

[MOTION] It was moved by Ikonov, seconded by Cork, to approve the 15 May 2023 minutes as presented. The motion carried unanimously.

Academic Information Technology Council 2023-24 Charges

Pancella presented the AITC 2023-24 charges. A discussion was held regarding virtual reality. AITC decided not to add virtual reality as a charge and instead to discuss the topic throughout the year.

[MOTION] It was moved by Cork, seconded by Carnell, to adopt the charges as presented. The motion carried unanimously.

Reports of Officers

Chair Broadwater welcomed members to the 2023-24 academic year.

Ex Officio Fogarty stated to AITC to consider 2023-24 goals.

Election of AITC 2023-24 Secretary

Fogarty requested volunteers and discussed the possibility of sharing the position. Masselink volunteered with the expectation of a substitute when not present at a meeting.

[MOTION] It was moved by Cork, seconded by Ikonov, to appoint Masselink as secretary, with a substitute as needed. The motion carried.

Reports of University Representatives

Holmes reported the following:

1. Announced that the new security officer, Charles Norton, with government experience, has been with WMU for three months and is working on approximately 30 priorities.
2. Internet Security Summit is scheduled for 31 October from 12:30 to 4:40 p.m.
3. There will be a questionnaire distributed to staff and faculty regarding Apps Anywhere. Suggestions on needs and input will be collected.

4. Classroom Tech is still impacted by supply chain issues. Extra work time has been dedicated, and it is expected that a large portion of the work will be completed by fall break. [Updates are available at the link.](#)
5. [IT Strategic Plan](#) focused on three main items during the summer of 2023:
 - a. Storage
 - b. Alignment of business strategy with IT strategy
 - c. Implement security controls and create/revise security-related practices.

Unfinished Business

None.

New Business

Broadwater reported that the “Know Before Security Training” should be sent to faculty to complete. Marshall proposed a scoreboard to recognize completion rates by department.

Announcements

None.

Adjournment

[MOTION] It was moved by Ikonov, seconded by Carnell, to adjourn the meeting at 11:07 a.m. The motion carried unanimously. The Academic and Information Technology Council will meet next on 16 October 2023 at 10 a.m. via Webex video conferencing.

Approval

Submitted by Cara Masselink, Secretary

Minutes were approved on 16 October 2023.