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**Academic Information Technology Council  
Minutes of 17 February 2025****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 17 February 2025 via Webex video conferencing by Timothy Broadwater, chair.

**Members Present:** Timothy Broadwater, Brian Carnell, Jessica Cataldo, Colin Cork, Annette Hamel, Andrew Holmes, Pavel Ikononov, Michael Kahwaji, Katie Marshall, Joshua Naranjo, Geraldine Rinna, Daniela Schroeter,

**Members Absent:** Paul Gallagher, Cara Masselink, Michael Osei, Scott Puckett

**Ex Officio Present:** Kieran Fogarty

**Guests:** Sara Nelson, Interim Vice Provost Academic Affairs; Office of Information Technology Representatives – Donald Weber, Joshua Enos, Carol Lanctot, Jacob Neumann

**Quorum**

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

**Agenda**

An amendment was made to include Sara Nelson to discuss Memorandum of Action 22/02 Course Delivery Definitions.

**[MOTION]** It was moved by, Rinna seconded by Naranjo, to accept the agenda as amended. The motion carried unanimously.

**Minutes**

**[MOTION]** It was moved by Cataldo, seconded by Schroeter, to approve the 13 January 2025 minutes as proposed. The motion carried unanimously.

**Reports of Officers**

Chair Broadwater reviewed response from administration on direction for Artificial Intelligence (AI) on campus.

Ex Officio Fogarty report included Faculty Senate Executive Board view on administration focus of AI.

**Reports of University Representatives**

Holmes reported Banner 9 launched on 17 February and will run in parallel with Banner 8 until stable. Office of Information Technology (OIT) is performing a phone audit to organize transition to “soft phones” which will maintain the same features currently available but removing hardware from the desk. Email will be sent from Marcom notifying of changes to access to active directory to improve security. This change will limit installation of software by the end user, faculty should work with their local IT for software changes. Discussion was held and this change puts WMU in alignment with industry standards and regulatory requirements.

Carnell did not provide a report

Glock reported that Governance of Success Hub is moving some of its structure from Merze Tate to the Empowering Futures group which aligns with helping maintain/improve student retention.

**Unfinished Business**

None.

### **New Business**

Neumann presentation included Apps Anywhere development to release for several years and is active for the university community. This provides access to applications on and off campus on any Windows powered machines now and Mac computers coming mid-summer. Some available apps include Autodesk, Adobe Creative Cloud, Maple, and SAS. You can access [Apps](#) anywhere. Additional apps can be requested by following the "[Submit a Case](#)" link.

Nelson discussed Course Delivery Definitions MOA 22/02 and included :

1. Concerns regarding changes in modality for classes and how this is communicated to students and faculty chairs;
2. For hybrid classes where greater than 51% of the class is online, what qualifies as in-person?

Discussion was held on clarifying what qualifies as in person and how to clarify/communicate what are the different modalities. Marshal, Schroeter, Nelson and Carnell will discuss this issue to share at the next meeting.

### **Announcements**

The March AITC meeting will be held in-person at the UCC.

### **Adjournment**

**[MOTION]** It was moved by Ikonov, seconded by Naranjo, to adjourn the meeting at 11:20 a.m. The motion carried unanimously. The Academic and Information Technology Council will next meet on 17 March 2025 in the High Tech Classroom UCC 2024 at 10 a.m.

### **Approval**

Submitted by Timothy Broadwater, Chair

Minutes approved 17 March 2025.