
**Academic Information Technology Council
Minutes of 21 April 2025**

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 21 April 2025 via Webex video conferencing by Timothy Broadwater, chair.

Members Present: Timothy Broadwater, Jessica Cataldo, Chad Edwards, Kristin Hrynczuk (substitute for Brian Carnell), Pavel Ikononov, Katie Marshall, Joshua Naranjo, Geraldine Rinna, Daniela Schroeter

Members Absent: Colin Cork, Andrew Holmes, Michael Kahwaji, Paul Gallagher, Cara Masselink, Michael Osei, Scott Puckett

Ex Officio Present: Kieran Fogarty

Guests: Bryon Glock, Office of Information Technology; Adam Newsted, Office of Information Technology; Kate Ziarko, Office of Information Technology

Quorum

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

Agenda

An amendment was made to remove Item 5a Office of Information Technology report.

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

Minutes

[MOTION] An amendment was made to change Cataldo from absent to present. It was moved by Marshall, seconded by Schroeter, to approve the 13 March 2025 minutes as amended. The motion carried unanimously.

Reports of Officers

Chair Broadwater reported that the Faculty Senate report to the Board of Trustees reinforced the need for increased support for Information Technology and classroom support personnel.

Ex Officio Fogarty introduce new council member, Edwards. The new WMU president will be announced soon and hoped that new administration will have increased focus on technology and artificial intelligence.

Reports of University Representatives

Hrynczuk, substitute for Carnell did not provide a report.

Glock reminded faculty to efficiently submit grades so students can receive support needed.

Unfinished Business

Course Delivery Definitions Memorandum of Action (MOA) 22/02: changes to the proposed MOA made by Marshall, Schroeter and Cataldo were reviewed. Ex Officio Fogarty will check for policy's parallel with the MOA if AITC need to align with them, added clarification for keeping modality, and updated additional Information contacts.

Newstead presented Webex calling update. AITC shared experiences with the new phone system. OIT requests continued feedback and expects to start more transitions by the end of May. All 4000+ phone numbers will be transitioned by the end of December.

New Business

Elections for 2025-26 AITC officers resulted with the following:

Miller nominated Cataldo for chair.

[MOTION] It was moved by Broadwater, seconded by Ikonomov, to elect Cataldo as 2025-26 AITC chair. The motion carried.

Schroeter nominated Marshall for vice chair.

[MOTION] It was moved by Ikonomov, seconded by Broadwater, to elect Marshall as 2025-26 AITC vice chair. The motion carried.

The election of 2025-26 AITC secretary was postponed until next AITC meeting on 19 May.

Announcements

None.

Adjournment

[MOTION] It was moved by Ikonomov, 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 19 May 2025 via Webex at 10 a.m.

Approval

Submitted by Timothy Broadwater, chair

Minutes approved 19 May 2025.