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**Academic and Information Technology Council  
Minutes of 19 May 2025**

**Call to Order**

The regular meeting of the Western Michigan University Faculty Senate Academic and Information Technology Council was called to order at 10:01 a.m. on 19 May 2025 via Webex video conferencing by Jessica Cataldo, chair.

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

**Members Absent:** Paul Gallagher, Annette Hamel, Michael Kahwaji, Scott Puckett

**Ex Officio:** Kieran Fogarty

**Quorum**

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

**Agenda**

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

**Minutes**

A correction was made, Schroeter nominated Marshall for vice chair, who was elected.

**[MOTION]** It was moved by Ikononov, seconded by Cataldo, to approve the 21 April 2025 minutes as amended. The motion carried unanimously.

**Elections**

Cork nominated Masselink for secretary.

**[MOTION]** It was moved by Cork, seconded by chair Cataldo, to elect Masselink as 2025-26 Academic and Information Technology Council secretary. The motion carried unanimously.

**Reports of Officers**

Chair Cataldo did not provide a report.

Ex Officio Fogarty, noted that the Year-end Report is due by 30 June. Broadwater will complete the report. Chair Cataldo will send the charge status.

**Reports of University Representatives**

Holmes reported Information Technology Updates:

- Position Updates: Security & Privacy Officer – Holmes is currently covering these duties
- Cybersecurity Analyst – a offer is being prepared
- Network engineer position will be posted next week
- [Artificial Intelligence \(AI\) proposed guidelines link.](#)
  - Proposed charge for next year: application for use in the classroom, research, and other areas. Consider the dissemination of this information.
- Webex conferencing: in the current provisioning process, all products are suite versions.
  - Teaching Assistants (TA) must request Information Technology (IT) to turn on the suite version.
  - All products are Health Insurance Portability and Accountability Act (HIPPA) compliant.
  - Basic version: 100 participants in basic, 40 min/session
  - [Suite version: 1,000 participants, more min/session link](#)
  - Proposed charge for next year: query virtual meeting platforms for use among colleges and departments.

- Goal: [place all devices on the domain and restrict administrative rights by the end of the semester, which is largely completed.](#)

Carnell provided an update on WMUx access for retirees.

Due to Glock absence no report was provided for the Student Success Hub

**Unfinished Business**

None.

**New Business.**

None.

**Announcements**

None.

**Adjournment**

**[MOTION]** Chair Cataldo, adjourned the meeting at 10:52 a.m. The Academic and Information Technology Council will meet next in the fall, via Webex at 10 a.m.

**Approval**

Submitted by Cara Masselink, Secretary

Minutes were approved 15 September 2025.