
**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 as 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.

- o 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 on 15 September 2025.