WMU Faculty Senate

Academic and Information Technology Council (AITC) Charges

Daniela Schroeter will serve as the Faculty Senate Executive Board representative/liaison.

In addition to its specific responsibilities listed in the Academic and Information Technology Council's role statement and the work of standing committees if such exist, the Faculty Senate Executive Board charges the AITC to consider, as a committee of the whole or through the appropriate committee or task force, the following:

2026-27 Charges

1. Serve as a consultative body to the Office of Information Technology regarding the WMU Administrative Redesign-Information Technology Organizational Design initiative. Identify the process through which faculty can provide input to the initiative. Evaluate faculty participation in representing technology needs for teaching, research, and student services. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
2. Serve as a consultative body for University policy and initiatives related to artificial intelligence. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
    - Consider dissemination of artificial intelligence application for use in classrooms, research, and other areas.
3. Develop and disseminate best practices for advancing shared classroom instruction through the effective use of University technologies. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
    - Determine appropriate next steps based on finding and recommendations related to virtual meeting platform use across colleges and departments.
4. In collaboration with the Graduate Studies Council, Undergraduate Studies Council, and the Professional Concerns Committee, lead a review of existing and emerging policy and provide best practices pertaining to integrity of academic assessment especially focused on changing technology and online education. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.
5. Serve as a consultative body to the Office of Information Technology on security policies. Explore strategies to best promote cybersecurity polices on campus. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

6. Review and provide recommendation on how professional instructors and students retain access to WMU software between semesters. Conclude the initiative by producing a report to the Faculty Senate Executive Board or a Memorandum of Action.
7. Review the scope and description of the council's role statement and assess the effectiveness of the council's practices.
8. At the annual April meeting, the council members must review the draft year-end report, to be submitted to the Faculty Senate office, by the council chair no later than May 30.
9. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board, members of the council, faculty, and/or academic administrators. Conclude the initiative by producing a report to the Executive Board or a Memorandum of Action.

NOTE: The AITC will seek information from the Office of Information Technology and related administrative offices to maintain communications with that office on issues directly related to it. Council recommendations are to be submitted to the Executive Board in the form of a memorandum of action (MOA) on which the recommendation(s) is/are stated. Draft MOAs should be submitted using the MOA template.

REPORTING: The AITC chairperson shall provide a written report of the council's accomplishments and progress for the year; list the above charges noting each item's progress and current status, any other activities undertaken, and draft charges for the 2027-28 academic year, no later than May 30, 2027. Reports should be submitted using the Year-End Report template.