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

1. Review the scope and description of the council’s role statement and assess the effectiveness of the council’s practices. Address any continuing or outstanding issues or initiatives as directed by the Faculty Senate Executive Board.

2. Explore and report on ways to more directly incorporate the insights gained by college Information Technology managers and potential intersections between WMU research and technology offerings into the strategic planning and policy review processes.

3. Serve as a consultative body on security policies; continue to evaluate data security and existing policies related to mobile devices.

4. Develop best practices for advancing shared classroom instruction and collaborative projects between multiple University sites including Webex.


6. Work with existing campus groups and offices to examine and monitor W-Exchange.

7. Work with existing campus groups and offices to examine and monitor the WMU website and address improvements in the search function.

8. Work with the Student Information Team to have “preferred name” used in Banner.

9. Review and make recommendations about the scope of two-factor authentication.

10. Assess and report the need for distributed testing centers throughout the colleges.

11. Engage the University in the use of virtual reality.

12. Explore potential intersections between WMU Waldo Library and technology offerings.

**NOTE:** The AITC will seek information from the Office of Information Technology 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. Any draft MOAs requested by the Executive Board should be submitted using the MOA template.

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 2020-21 academic year, no later than June 30, 2020.