In accordance with Article VI of the *Constitution of the Faculty of Western Washington University,* the WWU Faculty Senate has posted for campus review the following proposed amendment to the Bylaws of the Faculty Constitution. Amendments to Bylaw 7.6 The Academic Technology Committee were proposed in a motion from the Senate Executive Council and presented to the Faculty Senate on January 29, 2018. Members of the faculty and campus community are encouraged to review the document, and written comments may be sent to Faculty.Senate@wwu.edu or to mailstop 9020.

* Article VI.4 Bylaws to this Constitution may be adopted, amended, or repealed by majority vote of the total voting membership of the Faculty Senate provided they are proposed in writing at one meeting of the Faculty Senate, are posted on the Faculty website and delivered to the faculty through an email, flyer, or publication in FAST as proposed, and are voted on at a subsequent regular meeting of the Faculty Senate. [2005]

---

**BL7.6 The Academic Technology Committee [August-January 2018]**

In order *a) to assist to ensure that faculty are kept apprised of and have a forum through which to participate in making Western Washington University a distinctive community of scholars and b) to maintain maintenance and enhancement of Western’s use of and investment in academic technology impacting teaching, learning, and research*, the Academic Technology Committee of the Faculty Senate:

1. Provides advice, guidance, and support to the Information Technology Services organization of the University, and seeks to maintain a holistic overview of the University's technology facilities and resources;
2. Assures that facilitates and evaluates Western's investment in academic and information technology facilities and resources to help ensure that they effectively and efficiently serve the University's strategic activities and the academic requirements of students and faculty;
3. Reviews, assesses, and communicates the technology needs of faculty and makes recommendations priorities;
4. Provides advice, guidance, and support to the Information Technology Services organization of the University and to other units considering investment in or the adequacy of technology resources impacting teaching, learning, and research;
5. Participates in the dissemination of technology and cybersecurity policy and best practices to the Faculty; and
6. Assists the Faculty Senate by evaluating and advising on the impact of technological resources that are integral to items discussed and/or acted upon by the Senate and its standing committees.

To fulfill this mission, the Committee:

- reviews and assesses the planning, policies, resource requirements, budget resources/requests, capital resource requirements, and the policies and practices of the Information Technology Services organization in providing economic and balanced use of both technological and traditional information facilities and resources;
- recommends strategic priorities to the Student Technology Fee Committee to aid in their review of proposals;
- shall be afforded the opportunity to advise and provides guidance on the acquisition and introduction of new and advanced technologies to assure effective use of technology and improved access to and retrieval of information resources; and
- must be informed about technology purchasing initiatives with potential to have broad impact upon teaching, learning, research, academic advising, or faculty review prior to resource acquisition and contract negotiation.
- reviews, and assesses faculty needs for technology and makes recommendations;
- participates in the dissemination of technology policy and best practices to the Faculty; and
- recommends strategic priorities to the Student Technology Fee Committee to aid in their review of proposals.
BL7.6.1 Membership.

The membership of the Academic Technology Committee shall be as follows:

**Voting members:**

a) One faculty representative of and from each of the following colleges/areas, appointed by the respective college’s faculty governance committee: College of Humanities and Social Sciences—Social Sciences (Area B), College of Humanities and Social Sciences—Humanities (Area C), the College of Fine and Performing Arts (Area D), the College of Business and Economics (Area E), Fairhaven College of Interdisciplinary Studies (Area F), the College of Business and Economics, Huxley College of the Environment (Area G), Woodring College of Education (Area H), the College of Fine and Performing Arts, and the Library Libraries (Area I);

b) Two faculty representatives each of and from the College of Humanities and Social Sciences and the College of Sciences and Technology Engineering (Area A), appointed by the college’s faculty governance committee;

c) A representative of Extended Education;

d) One Faculty Senate member or designated representative, appointed by the Senate for a one-year term;

e) Two student representatives, appointed by the Associated Students Board of Directors for one-year terms;

**Advisory members:**

f) The Vice Provost for Information Technology and Chief Information Officer (ex officio, non-voting);

g) The Director of Academic Technology and User Services (ex officio, non-voting);

h) The Assistant Director of Academic Technology User Services Teaching, Learning, and Technology (ex officio, non-voting);

i) The Instructional Development and Multimedia Manager (ex officio, voting);

j) The Director of the Center for Instructional Innovation and Assessment (ex officio, non-voting);

k) A member of the Information Technology Professionals’ Group (ex officio, non-voting);

l) An student chosen by the Associated Students Board of Directors for a one-year term IT representative of Enrollment and Student Services (ESS) who is generally familiar with and informed about technology purchasing initiatives considered by ESS and the Registrar’s Office;

m) One Faculty Senate member appointed by the Senate for a one-year term. An IT representative of Business and Financial Affairs (BFA) who is generally familiar with and informed about technology purchasing initiatives considered by BFA.

ATC members in categories a, b, h, and i (above) are selected by the organizations they represent and appointments are ratified by the Faculty Senate during Spring Quarter. Unless otherwise specified, these members serve renewable two-year, renewable, terms (unless otherwise specified) according to a schedule published by the Senate, and appointments are staggered so that approximately one-half of the membership is appointed each year.

The committee shall have a Chairperson and a Vice Chairperson who are elected from and by the committee’s membership from its faculty membership at the first committee meeting of each Fall Quarter. In the absence of a continuing Chairperson, it is the responsibility of the Vice Chairperson from the previous year to call the first meeting of the Fall Quarter.

BL7.6.2 Executive Committee

The Executive Committee of the ATC shall be made up of the Chairperson, Vice Chairperson, and the Vice Provost for Information Technology and Chief Information Officer. The Executive Committee is responsible for setting the agenda for meetings, and is empowered to cancel meetings if there is not sufficient business.

BL7.6.3 Meetings

The ATC typically shall meet on a biweekly basis Wednesdays at 4:00 p.m. at least once per month during the academic year, and more often if the committee chair believes it to be necessary.

Copies of the minutes of all meetings shall be forwarded to the Faculty Senate for review as soon as possible following approval by the Academic Technology Committee.
BL7.6.4 Representatives to Advisory Groups

The ATC will select representatives to the following advisory groups. These representatives will report to ATC as appropriate.

a. Two faculty, one from the ATC and one at-large, to serve on the Administrative Systems Advisory Group.
b. Two faculty, one from the ATC and one at-large, to serve on the Technology Infrastructure Advisory Group.
c. One faculty from the ATC to serve on the Learning Systems Advisory Group.
d. One faculty from the ATC to serve on the Learning Resources Advisory Group.
e. One faculty from the ATC to serve on the Learning Student Labs Advisory Group.
f. One faculty from the ATC to serve on the Learning Classroom Technology Advisory Group.