

**Charges September 14, 2023**

EXECUTIVE COMMITTEE CHARGES FOR 2023-2024

Abdulmalek Al-Gahmi, Chair  
Amy Buckway, Liaison

**ACADEMIC RESOURCES AND COMPUTING (ARCC)**

***PPM 1-13, Article 5, Section 4.1: The Committee on Academic Resources and Computing shall recommend policies and operational procedures on the acquisition and utilization of computers and academic resource material.***

1. Allocate ARCC resources, including Dee Family Technology Grant funds, using consistent, objective, fair and reasonable criteria. (**Ongoing**)
2. Review funding criteria and procedures for ARCC and Dee Family Technology for possible revision or clarification. (**Ongoing**)
3. Assess faculty and possibly student computer needs, solicit faculty input and lobby for faculty computer-related interests.
  - a. Update college/departmental WSU software usage & needs document and disseminate this information to chairs and deans.
  - b. Coordinate with student senate and Student Affairs Technology to assess student IT-related needs and promote knowledge of software access. (**Ongoing**)
4. Maintain close communication with WSU Online, Student Affairs Technology, the IT Governance Council, and other IT, computing, and digital-related entities on campus in order to:
  - a. Examine product implementation in computer labs and assess faculty input to determine if some products could be used on a campus-wide basis.
  - b. Review (with computing support) and assess faculty concerns regarding standards and policies for hardware and software purchases.
  - c. Provide the faculty point of view in regard to the review, discuss and communication campus wide, of the security policies, procedures, and practices to protect student, faculty, and staff data.
  - d. Provide faculty input regarding new software implementation for research purpose and third party software integration into Canvas. (**Ongoing**)
5. Create a structure that allows ongoing collaboration between ARCC and the IT Governance Council. (**Ongoing**)
6. Ensure that the language of generated policies is inclusive. This includes tracking demographic data for grant applications. Discuss revising the rubric to foster more equitable and inclusive classrooms. (**Ongoing**)
7. Ensure that the language of new or updated documents are inclusive. Review those documents to see how they may inadvertently impact particular communities in an adverse manner. As issues are identified, consult with EDI committee for guidance. (**Ongoing**).