Faculty Senate Meeting held via MS Teams

Oct-05-2020, Started at 11:04am ET.

Senators in attendance: Adam Kubik, Anthony Stinson, Brian Hunt, Byron Jeff, David Williams (Chair), Deborah Gritzmacher, Erin Nagel, Eugene Ngezem, Gail Barnes, Jelani Favors, Kendolyn Smith (Vice Chair), Larry Menter (Secretary), Laura Herndon, Mario Norman, Mark Watson, MeriBeth Stegall, Robert Pfeiffer and Scott Bailey

Non-Senators in attendance: Tim Hynes (President), Jill Lane (Associate Provost), Carol White, Christopher Kodani, Lashaundra Fambro, Mary Lamb, and Melanie Poudevigne

There was a quorum present.

1. Adopt agenda as written. Approved by no objections.
2. Approval of minutes from Sep-21-2020 meeting – To be furnished at a later date.
3. President’s Report – Attached in Files in MS Teams
	* Resource use and political activities – annual reminder - don’t use univ. system resources
	* Nominations for good guy award
	* COVID-19 meetings continue
	* Encourage flu shots
	* Thanks for all good work
	* Q’s? None
4. Associate Provost’s Report
	* Delivered by Jill Lane, Associate Provost
	* Thanks to all for your efforts
	* COVID-19 illness reporting process - Contact tracing – info is being requested from students. Not all are being passed on from faculty. Please send to Polly Parks and Jill Lane as soon as possible. Incident last week requiring quarantining. Notice goes to all online classes and on-campus classes of affected student. On-campus classes earlier a student who was quarantined and showed up to class. If that happens. Send them home and let Jill and Polly know ASOP.
	* Teaching on campus use attendance and seating charts.
	* Equipment and wipes – face shields have come in. Voice amplifiers still on Back Order.
	* Wipes will be delivered this week.
	* Final Exam schedule and room assignments are out.
	* Q’s? Discussing large number of students who are not knowledgeable about D2L. Can we add training requirements? Yes, every class has D2L and a tutorial is out there. Please follow-up with Justin in CELT for any issues or questions. We suggest giving students tutorial at beginning.
	* More centralized resources for TEAMs as well need to be done. Dr. Lane will follow-up with Justin to resend email from beginning.
5. Standing Committee Reports
	* APC – Nothing to report. New Chair needs to be elected ASAP.
	* FAC – Nothing to report.
	* SAC – Waiting to see revisions to come of Faculty Handbook and bylaws.
	* UCC – Committee will be meeting next Friday.
6. Discussion: Handbook and Bylaws updates, division of labor
	* Provost has requested that these need to be addressed. He wants to make sure all the updates in Board policies that have been occurring in Faculty Handbook and bylaws are all set – memorialized. Opportunity to look at things and see if they need to be changed, deleted or added. Document is so large. Faculty Bylaws – govern ways in which Senate and Committees work as well as General Faculty meetings. Begin process of review. Chair wants to have division of labor.
	* Any action has to be a reviewed and approved by the Senate and then on to full faculty.
	* Discussion was held about the options of dividing up the work amongst the standing committees, Faculty Affairs Committee alone or form an ad hoc Committee of the Senate. A survey to the Senators will be formulated by the Chair.
7. Other discussion

Any issue to discuss? None raised.

The Chair declared the meeting adjourned at 12:03pm.

Minutes Recorded by Larry Menter, Secretary