



FACULTY SENATE

Est. 1991

Kelly Davidson
President

Michele Blankenship
Vice President/
President Elect

Hoa Nguyen
Secretary

Peggy Moch
Parliamentarian

Debbie Paine
Past President

Faculty Senate Agenda November 19, 2020, 3:30 pm Online: Microsoft Teams

Items in **bold print** are items that require action by the Faculty Senate. Other items are for information only.

Special Request: At the request of the Senate's Executive Committee (fsec@valdosta.edu), any actions sent to the President (kfdavidson@valdosta.edu) for possible inclusion in the Senate agenda should be accompanied by a written document with the rationale and purpose of the decision. The Executive Committee requests that these documents be submitted via email as a Word.doc attachment(s).

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please see the online participation guide below. All senators must sign the online attendance roster order to be counted as present. If you are serving as a senator's proxy or are attending as a guest, please place a note in the chat feature if it has not already been sent to Dr. Hoa Nguyen (hnguyen@valdosta.edu), as specified below.

Attendance link here:

https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fforms.office.com%2FPages%2FResponsePage.aspx%3Fid%3DQNOIJbyKU0C0vdwSEygDU4DGNC7nE4IBIE_Lqpw2zy6BUQUVDSUdBR1JLN0xCOEUxRVMyRTVBTTThWRS4u&data=02%7C01%7Ckfdavidson%40valdosta.edu%7C915f9f91bedb4

1. Call to Order – Kelly Davidson
 - a. Guidance for online meetings (Attachment A)

2. Reading of proxies obtained prior to the meeting or through online attendance form; Request additional proxies for those not given from Senators in attendance – Hoa Nguyen

Note: Please send an email to Hoa Nguyen (hnnnguyen@valdosta.edu) regarding proxies a minimum of one (1) week prior to the scheduled Faculty Senate meeting or as soon as possible if an unexpected absence needs to occur.

3. **Approval of the minutes of the October 2020 meeting of the Faculty Senate.** <http://www.valdosta.edu/administration/faculty-senate/minutes.php> (See link here for minutes for all faculty senate meetings). – Peggy Moch
4. Updates from President's Office: Dr. Carvajal and/or Dr. Smith
5. Old & Unfinished Business
 - a. Statutory Committee Reports
 - i. Academic Committee (fs-stat-ac@valdosta.edu) – Sheri Gravett; Find agendas and minutes here: <https://www.valdosta.edu/academics/registrar/academic-committee.php>
 - ii. Committee on Committees (fs-stat-coco@valdosta.edu) – Nicole Alemanne
 - iii. Faculty Affairs (fs-stat-fa@valdosta.edu) – Daesang Kim
 - iv. Faculty Grievance Committee (fs-stat-fgc@valdosta.edu) – Mary Block
 - v. Institutional Planning Committee (fs-stat-ipc@valdosta.edu) – Taralynn Hartsell
 - b. Meeting minutes from the various committees should be sent to fsec@valdosta.edu **AND** to archives@valdosta.edu with “Archives Faculty Senate Papers” in the subject line. Please label minutes documents as shown in the following examples:
 - i. Technology_Minutes_04-29-2020
 - ii. Academic_Honors_and_Scholarship_Minutes_08-28-2020Thank you for your assistance in getting and keeping our records up to date.
6. New Business
 - a. Standing Committee Reports:
 - i. Academic Honors & Scholarships (fs-stand-ahs@valdosta.edu) – Fanhao Nie & Mark McQuade
 - ii. Academic Scheduling & Procedures (fs-stand-asp@valdosta.edu) – Ian Anderson
 - iii. Athletic Committee (fs-stand-ac@valdosta.edu) – Mallory Lane
 - iv. Diversity and Equity Committee (fs-stand-dec@valdosta.edu) – Hoa Nguyen & Mark Errol
 - v. Educational Policies (fs-stand-ep@valdosta.edu) – Meagan Arrastia-Chisholm
 - vi. Environmental Issues (fs-stand-ei@valdosta.edu) – Fred Knowles
 - vii. Faculty Scholarship (fs-stand-fs@valdosta.edu) – Rudy Prine

- viii. Internationalization and Globalization (fs-stand-igc@valdosta.edu) – Benjamin Harper
- ix. Library Affairs (fs-stand-la@valdosta.edu) – Diane Holliman
- x. Student Affairs (fs-stand-sa@valdosta.edu) – Brian Ward
- xi. Technology Committee (fs-stand-tc@valdosta.edu) – Sakhavat Mammadov
Item for consideration: Clarification and timeline for change from MyPages

7. General Discussion

8. Adjournment

Attachment A: Guidance for online meetings

During this exceptional time, all Faculty Senate meetings will be held online using Microsoft Teams. The information to connect will be sent over email. This is an open meeting.

To access the meeting easily, use the TEAMS link found your email or Outlook calendar.

For the benefit of record keeping, we ask that senators and visitors please identify themselves when speaking to an issue during the meeting. Please note the following:

1. All senators must sign the roster in order to be counted present. We will be using an online roster which can be found by using [this attendance link](#) (also copied below) on the day of the meeting. If you have a senator's proxy, please include this information using the online form, in addition to emailing Hoa Nguyen (hnguyen@valdosta.edu) at least one week in advance as per Senate By-Laws.

Attendance link:

<https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Fforms.office.com%2FPages%2FResponsePage.aspx%3Fid%3DQNOIJbyKU0C0vdwSEygDU4DGNC7nE4IBIELqpw2zy6BUQUVDSUdBR1JLN0xCOEUxRVMyRTVBTThWRS4u&data=02%7C01%7Ckfdavidson%40valdosta.edu%7C915f9f91bedb42b54c3c08d8504853db%7C25a5d3408abc4053b4bddc1213280353%7C0%7C0%7C637347618859330617&sdata=9sBRCiJJxSVI9VdpNEBuf4xoW5RbYl2mC1UU9d1cNg0%3D&reserved=0>

2. Given the new online format, the following points are very important for record-keeping and parliamentary rules:

- a. If you would like to join the online discussion, use the "raise hand" feature. The Executive Committee will work to ensure that everyone is able to participate in a timely and organized manner. **Please do not use the chat function to pose questions unless otherwise directed due to technical difficulties by the meeting coordinator or IT.** Doing so can create confusion and timing for responses.
- b. If you are not actively speaking, please mute your microphone in order to avoid feedback and/or background noise interruptions.
- c. When a vote is called use the "raise hand" feature to vote. If you have a proxy, you will need to type the name and vote using the chat feature. Please keep in mind that the online function takes time. We will call for votes in one category and count "raised hands," then ask for proxies through the chat feature. After the votes have been officially counted, you will need to "lower your hand" so that we

can call for votes in subsequent categories. Please only use the chat feature for proxy voting. We thank you for your patience as we accurately count all votes.

- d. It is encouraged that all senators and possible attendees contact VSU IT to address any connection concerns before the meeting.