

# Faculty Senate Minutes

September 4, 2020

Oak Room

<b>Members Present</b>	Amanda Lester-Chisum, President Donald Abel, Vice President Robin Malone, Secretary Simone Buys, Parliamentarian Lavon Barrett (proxy Treiva Daniels) Brant Davis Bob Gustin Connie Haskins Bill Netherton (proxy Cathy Frazier) Ray Newburg Camille Nies Janie Lane Dave Van Domelen Walter Webb
<b>Members Absent</b>	Fiona Denge Bernardino (JR) Gonzales Sabera Muna
<b>Guests</b>	N/A

<b>Topics</b>	<b>Discussion/Information</b>	<b>Actions/Decisions Recommendations/Timelines</b>
<b>Call to Order</b>	President Amanda Lester Chisum called the meeting to order at 2:30pm.	<i>NOTE: Meeting held in Oak Room</i>
<b>Approval of Minutes</b>	Approval of 5/1/2020 meeting minutes.	MOTION to approve: Walter Webb SECOND: Robin Malone YEA: all

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		NAY: none
<b>President's Report</b>	Welcome and Introductions of newly elected senators.	
<b>Vice President's Report</b>	No Report	
<b>Secretary's Report</b>	Report regarding meeting procedures and documenting of discussion to memorialize in meeting minutes; discussion regarding Google Drive location and contents. If a senator has a resource that would like to share with all senators, the resource can be provided to secretary for inclusion in the Google Drive; the Google Drive has been shared with all senators; discussed sign-in sheets; Committee Chair will provide me with the Subcommittee drive information to add to the Faculty Senate Google Drive.	
<b>Parliamentarian's Report</b>	Discussed parliamentary procedure and Robert's Rules of Order. Provided senators with a summary of the rules of order as well procedures for meeting progression. There is also information on Robert's Rules of Order in the Faculty Senate Google Drive.	
<b>Guest Report(s)</b>	None	
<b>Questions</b>	Questions Committee chair discussed the process for receiving questions, researching questions, and reporting answers back to the Senate. Questions committee will formulate questions based on topics discussed during meeting and begin researching these questions.	
<b>Elections</b>	N/A	
<b>Legislative</b>	If a senator hears of pending or new legislation affecting our college or those similarly situated, please notify this committee,	

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	who will research to determine the impact if any on Amarillo College faculty and students.	
<b>Professor Emeritus Award</b>	Last year's ceremony rolled over to this year. Last year's honoree will be honored this year.	
<b>Faculty Committee Appointments</b>	N/A	
<b>Mead Award</b>	Notebook online; discussion regarding qualifications. It is important that those making recommendations for the award be specific regarding their recommendation/nominations. This committee is working on means of automatically blocking out a nominee who has previously been honored with the Mead Award. There has been a good response to requests for nominations compared to responses in previous years. Waiting on update from the Vice President of Academic Affairs Office to see who is available to sit on Rank and Tenure before producing final list.	
<b>Technology</b>	Website currently being updated (archive pages, etc.). It is extremely important to keep the website updated. Various changes have to requested through IT related to training. Discussed challenges related to being able to readily update information on the website. The main issue is gaining access which has historically been left to the College Relations/Mass Media Departments.	
<b>Faculty Survey</b>	Faculty survey were close to being ready for dissemination when pandemic slowed down operations. This committee we will evaluate the survey, update as needed, and present to the full Senate. There was clarification that this survey is separate from the COACH.	

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	(Discussion of various points, with a couple of alterations.)	
<b>Hospitality</b>	N/A	
<b>Instructional Technology</b>	N/A	
<b>Courtesy</b>	Will send card to faculty member in relation to personal loss. Stressed the importance of awareness of things occurring in our departments, so that the Senate can reach and support our faculty.	
<b>New Business</b>	Discussion of COVID related issues. Discussion of how different departments are handling COVID protocol. Live streaming; bandwidth and personal protective equipment (PPE) were discussed.  (Discussion of various points, with alterations)	
<b>Unfinished Business</b>	N/A	
<b>Updates and Announcements</b>	Some discussion about COVID impact on department. Senators will go back to their departments and talk to colleagues about concerns and suggestions they have related to effectively teaching during the pandemic.	
<b>Meeting Adjournment</b>	Next meeting scheduled for: TBD (October 2 2020) Meeting adjourned at 3:58pm.	MOTION to adjourn: Janie Lane SECOND: Dave Van Domelen YEA: all NAY: none

Recorder: Robin R. Malone, Associate Professor, Senator STEM