



# CLARENDON COLLEGE

[www.clarendoncollege.edu](http://www.clarendoncollege.edu)

## Meeting Minutes

- The Clarendon College Faculty Senate will convene on January 30, 2026 at 12:05pm in room 207 on the Main Clarendon campus. The # for the ZOOM meeting is 386-123-8968
- Opening Business
  - Call to Order -Roll Call
  - Vice President of Academic Affairs Comments – Brad Vanden Boogaard (If needed)
- Roll Call (or distribute attendance sheet)

<b>Executive</b>	<b>Appointees</b>		
Caraway, President	Dr Edward	P	
Wiginton, Vice	Larry	P	
Sain, Secretary	Roberta	P	
Thompson	Bethany	P	
<b>Sciences</b>	<b>Appointees</b>		
Sain	Dr Jeremy	P	
Taylor	Dr Robert	P	
Randall	Rachel	A	
Gillespie	Ty	A	
<b>Liberal Arts</b>	<b>Appointees</b>		
McIntosh	Dr Ken	P	
McLatchy	Andy	A	
Cranford	Elizabeth	P	
Swygard	Dr Brad	P	
<b>CTE</b>	<b>Appointees</b>		
Hernandez	Noel	A	
Pate	Tyson	A	
Johnson	Krystal	P	
Denham	Sherrie	P	

Other Attendees:

Motion to Begin: Larry Wiginton

Second: Jeremy Sain



## Comments:

- \*Old Business

1. Discussion over online voting for constitution amendments—We've had issues on getting information to Board in timely manner, or get form on website in timely manner. Wiginton wants to enable some form on online voting so we don't have to wait for a meeting to approve something.

For example, when early finals form came up, next meeting wasn't until this one (Dec 5<sup>th</sup>). Basically proposal is that issues that come up through a committee can be voted on electronically. Current language:

Propose a constitutional amendment to allow online voting in certain circumstances:

- FS action concerning time sensitive constraints and implementation deadline may vote for issues electronically, either via email or an online form
- A motion to online vote for time-sensitive issue must originate from either a standing committee or an ad hoc committee
- The committee may present a motion in such cases to the Senate via electronic means.
- When online voting is necessary, motions considered and voted on will follow the processes in Robert's Rules of Order

Wiginton proposed:

Cranford seconded.

Thompson moved to table, and everyone agreed.

2. Faculty Senate Webpage—agenda must be in 7 days prior and posted to website. Along that note, we need to change some provisions in the constitution to match some legal requirements. Larry made motion to create committee for work on constitutional amendments, Brad seconded... Committee includes Jeremy (chair), Roberta, Larry, Brad.

Cranford made motion to table action pending committee analysis, Thompson seconded. Voted to table until next meeting.

- \*New Business

1. Dr. McIntosh: Online Readers for PDFs for students with Dyslexia, etc. What do we know about these? Is there a way to get school-wide access?



# CLARENDON COLLEGE

---

[www.clarendoncollege.edu](http://www.clarendoncollege.edu)

- Discussion: notebooklm is used by Dr Caraway and Ms Jeffrey. I will generate an audio file if you put in a PDF. Ms Thompson has also used it just for regular students... When chapters are 30 pages long she didn't have confidence that they would read, so an audio file seemed appropriate. Can generate up to 50 audio files per month for free.

Mr Wiginton also noted that under accessibility settings in windows 11, you can turn on a narrator that will read things on screen.

Dr Caraway said that Yuja is also BETA-testing an enhanced audio option for its videos. Something like audio for visually impaired that will describe what is on the screen aurally. Also there is an immersive translator add-on in the Edge browser.

- Lunch and learn on Feb 6<sup>th</sup>, CC campus with pizza, Bethany presenting on learning styles  
In March will be in Childress with Mexican, Caraway presenting on professionalism
- Next Meeting:
  - Adjournment (time end): 12:31pm
  - Moves to adjourn the meeting: Dr McIntosh
  - Second: Ms Thompson