

**Berkeley Division of the Academic Senate**  
**Division Meeting - November 15, 2024**

**Zoom Instructions:**

**Please log in using the Zoom application on a computer or tablet** rather than by phone. To be admitted into the meeting, please make sure that your full name is displayed.

- ❖ Raise hand by using the "Raise hand function" and click on "Raise Hand".
- ❖ Remain on mute unless you are called on to speak. As a reminder, this is a meeting of the Berkeley Division of the Academic Senate, and only Senate members and panelists may speak.
- ❖ When acknowledged, state your name and department and limit your comment or question to two minutes.

If you haven't used *Zoom* video conferencing, please test your *Zoom* capabilities before the meeting. Here are instructions and tips:

<https://senate.universityofcalifornia.edu/resources/video-instructions.html>(link is external)

<https://technology.berkeley.edu/video-conferencing>(link is external)

**To Participate by Telephone**

Dial +1 669 219 2599 (meeting ID: 923 6405 8511)

*Callers will have limited functions, such as inability to see presentations and respond to polls.*

Phone commands:

\*6 – Mute/unmute

\*9 – Raise hand

Here is more information on joining by phone:

[https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h\\_36d1152f-01cf-43cf-a565-bc4cbb4d23e3](https://support.zoom.us/hc/en-us/articles/201362663-Joining-a-meeting-by-phone#h_36d1152f-01cf-43cf-a565-bc4cbb4d23e3)(link is external)