**OZARKS TECHNICAL COMMUNITY COLLEGE**

**FACULTY SENATE EXECUTIVE COUNCIL MINUTES**

Tuesday, April 5, 2016

## Agenda

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| Meeting Items |
| Item |
| Call to Order |
| Roll Call |
| Officer Reports |
| Order of Business |
| Next Faculty Senate Meeting |
| Next Executive Council Meeting |

## Item I: Call to Order

Elaine Kramer called the meeting to order at 9:01am.

## Item II: Roll Call

Executive Council members present: Elaine Kramer, Tara Lacio, and Larry Scharnberg

Members absent: Kristen Markley, Jon Herbert

## Item III: Officer Reports

Discussion took place about what “Officer Reports” from Roberts Rule of Order would mean during a Faculty Senate meeting:

The secretary would present the minutes from the past meeting, the senate could ask questions or request changes, and then vote to approve minutes.

The treasurer would present the budget, discussion could take place, and then motion for approval of budget.

The communications coordinator can present any recent communications reports.

## Item IV: Order of Business

*OTC Faculty Senate Mission Statement*

Mr. Scharnberg presented the members with a copy of the most recent Faculty Senate mission statement as well as the statements from Northwest Arkansas Community College and Johnson County Community College. Discussion took place about what changes should take place. Mrs. Lacio will draft a version for the new mission statement and it will be presented to all members of Faculty Senate at the next meeting to discuss changes and/or vote.

*Rules of Order*

The council discussed presenting to Faculty Senate for vote limiting motions to 3 minutes with discussions, alternating opposing and supporting, to 2 minutes a piece, then after 15 minutes deciding whether to table, vote, or allow for further discussion.

Jon Herbert will be assigned the task of time keeping as well as tracking the order of speakers.

Flags will be used by members to demonstrate wanting to make comment.

*Adaptation of flag design*

Mr. Scharnberg met with the OTC Print Shop and presented a flag design to the council. He will present the design to the Senate at the next meeting for discussion and/or vote.

*Executive Council description of roles and responsibilities*

At the next Senate meeting Ms. Kramer will request committees be set-up to work on editing each section of the current Faculty Senate Constitution: Name and Purpose, Membership, Meetings, Officers, and Executive Council, Committees, Authority, and Amendment.

## Next Faculty Senate Meeting

The next meeting will be held on April 28 at 4pm in the Board room. Dr. Robert Griffith will present at the meeting and future meeting times/dates will be determined.

## Item VI: Next Executive Council Meeting

There was discussion about possibly having a council meeting every two weeks after/before the next senate meeting. No decision was reached.

The meeting was adjourned at 10:05am.