**OZARKS TECHNICAL COMMUNITY COLLEGE**

**FACULTY SENATE SPECIAL MEETING MINUTES**

Thursday, January 26, 2017, 3:00PM

## Agenda

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| Meeting Items  |
| Item |
| Call to Order |
| Roll Call |
| Reading of the Minutes |
| Treasurer Report |
| Communication Report |
| Old Business |
| New Business |
| Upcoming Meetings |

## Item I: Call to Order

Jonathan Herbert called the meeting to order at 3:05PM.

## Item II: Roll Call

**Senators present:** Mark Ackerman, Brandon Burk, Stephanie Davenport, Jonathan Herbert, Daniel Kopsas, Tara Lacio, Dana Price, Sandra Sanford, Kathryn Shade, Nikki Wallen, Melissa Wittmer, and Christopher Young.

**Senators absent:** Rebecca Gehringer, Lynnar Hamilton, Elaine Kramer, Kirsten Markley, Larry Scharnberg, and Dana Sherman.

## Item III: Reading of the Minutes

Tara Lacio, secretary, emailed minutes from October and November in December. Minutes were approved.

## Item IV: Treasurer Report

Stephanie Davenport presented the treasurers report on behalf of Larry Scharnberg. Slight expense to the budget for flag stands. New amount $2,413.17.

## Item V: Communication Report

Melissa Wittmer has replaced Zachary Zweigle on the MCCA Board of Directors. Mrs. Wittmer gave updates on MCCA: OTC membership is down, convention will be November 1-3, and Senate Bill SB62 will have effect on retirement plans. Mrs. Wittmer encouraged faculty to be involved in MCCA as they lobby and represent community colleges.

## Item VI: Old Business

*Webpage Updates*

The Faculty Senate webpage will be updated soon with pictures and division names.

*Recognition of Faculty Senate Predecessors*

Jonathan Herbert is preparing a letter to be emailed to all faculty acknowledging prior work of Faculty Senate members. The letter will be emailed out for prior approval of senators.

*Administrative Withdrawal Policy and Student Attendance*

Stephanie Davenport and Daniel Kopsas presented their findings on the administrative withdrawal policy. There has been an increase in the number of W and F grades in the past school year. A request was made to separate the data between online and seated classes. An email survey will be sent out to all faculty with 12 questions regarding the policy and changes to their classrooms.

## Item VII: New Business

*Tara Lacio’s Faculty Senate Status*

Tara Lacio’s has a new job title, TLC STEM Tutor Supervisor, and is no longer a member of Faculty Senate. Senators decided to allow Mrs. Lacio to continue her Senate term as elections are in May. Senate decided an amendment needs to be written for the constitution to address future Senators job status changing in the middle of a term.

*Retired/Retiring Senators*

Kerri Huff resigned from Faculty Senate at the beginning of the school year and has not been absent to the meetings as stated in previous minutes. Peris Carr has recently resigned and his seat is now vacant. Larry Scharnberg is teaching during Faculty Senate meetings but will continue membership and uphold his role on the executive committee in Senate.

*Upcoming Election of New Senators*

Senator elections are approaching in May. EXCOM will meet to discuss how the elections will take place and present at the next meeting.

*Open Forum*

The open forum scheduled on Friday, January 13 will be rescheduled for Tuesday, February 21. Tara Lacio will meet with Marcia Wheeler to plan a time.

*Deans and Department Chairs*

Discussion took place about if Deans at outlying campuses should be allowed to staff adjuncts without Department Chair approval. A request was made to increase communication in this area.

## Item VIII: Upcoming Meetings

Tuesday, February 21-Faculty Senate Open Forum-TBD

Thursday, February 23-3:00pm-Faculty Senate Meeting, Board Room

Thursday, March 30-3:00pm-Faculty Senate Meeting, Board Room

Thursday, April 27-3:00pm-Faculty Senate Meeting, Board Room

Thursday, May 11-3:00pm-Faculty Senate Meeting, Board Room

Meeting invites will be sent out.

*Meeting adjourned at 4:05 pm.*