**OZARKS TECHNICAL COMMUNITY COLLEGE**

**FACULTY SENATE REGULAR MEETING MINUTES**

Thursday, September 19, 2019 3:00 PM

**Agenda**

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| **Meeting Items** |
| Call to Order and Roll Call |
| Approval of Minutes from Last Meeting |
| Program |
| Reports |
| Unfinished Business |
| New Business |
| Announcements |

## Item I: Call to Order and Roll Call

1. Mrs. Melissa Wittmer (President) called the meeting to order at 3:00 PM.
2. Roll Call

**Senators present:** Mr. Robert Clark (Vice President), Mr. Andrew Crocker, Ms. Lisa Dark, Ms. Tina Engel, Ms. Rima Freeman, Dr. Kristine Harris (Secretary), Ms. Lisa Gardner, Dr. Jessica Gerard (Treasurer), Mr. Gary Larson, Mr. Gary Lumley, Ms. Kelly Miller, Ms. Donna Pritchard, Ms. Misty Stark, Mr. Landon Vinson

**Senators absent:** Ms. Tal Kroll

**Guests:** Dr. Tracy McGrady, Dr. Lance Renner, Ms. Ocki Haas, Ms. Cara Griffin

## Item II: Approval of Minutes from Last Meeting

1. Minutes from August were approved.

## Item III: Program

1. Ms. Cara Griffin explained the process for job postings
	1. Internal Posting minimums are now 5 days
	2. HR is working with IT to generate a report of internal and external postings to be sent through OTC email as the jobs are posted
	3. Some discussion regarding the progress of the new Observation form that Dr. Aberle shared last month and its current status before returning to Job postings. Dr. Aberle has now drafted an online and a seated form and more information will be shared as it is developed.
2. Dr. Tracy McGrady, Provost/Vice Chancellor for Academic Affairs, and Dr. Lance Renner, Dean of General Education, and Dr. Gavin O’Conner, Assistant Vice Chancellor for Academic Affairs were on hand to answer questions about class caps.
	1. Dr. Renner explained that within the facility, the class cap is often dependent upon the room capacity and/or the number of seats available
	2. Online classes are sometimes influenced by subject matter. There was an attempt to equalize the number in online classes but some subject areas had opinions about the number that could be accommodated in their subject
	3. Questions about remuneration for extending online caps when merging an undersized online class into a full class. Dr. O’Conner explained that an overage is paid to the online instructor for students still enrolled at the date of census
	4. Discussion revealed that there is no perfect solution and that discussions will continue

## Item IV: Reports

1. Dr. Jessica Gerard reported on the treasury – no activity in the last month

## Item V: Unfinished Business

1. Proposed changes to Faculty Senate Constitution
	1. Article IV – Slight change to language to make it more clear. Change language to “the faculty” – Change is approved
	2. Article VI changes – Motion is dismissed
	3. Censorship Statement – Discussion suggests that a censorship statement isn’t needed but will be redressed next month

## Item VI: New Business

1. Committee Updates
	1. Motion to add members to the Adjunct Appreciation Committee which is a standing committee.
	2. Discussion regarding reaching soliciting donations for Adjunct Appreciation.
2. Officer Structure – Motion for the following changes
	1. Past President office will be eliminated
	2. Vice President will be a two year office – The Vice President will move into the President office in the second year so that there won’t be such a steep learning curve for a newly elected President
	3. Motion approved

## Item VII: Announcements

* 1. Advising Task Force update (Ms. Rima Freeman) – An update will be emailed to the Senate
	2. Student-led Discussion on OER – Tabled to next month
	3. OTC Foundation and Faculty Development Day update by Mr. Andrew Crocker

*Meeting adjourned at 4:03 pm.*