OTC Faculty Senate

meeting Minutes

Thursday, December 9,

4:00 PM

**Meeting Facilitator:** Ms. Kristy Conner (President)

**Officers Present:** Dr. Trisha White (Vice President), Mr. Craig Granger (Communications), Mr. Ross Lowrance (Secretary), Mr. Andrew Crocker (Treasurer)

**Faculty Senators Present:** Dr. Daniela Brink, Mr. Peris Carr, Mr. Jared Durden, Mr. David Fotopulos, Ms. Sarah Gamble, Ms. Shelby Gannott, Mr. Jeff Kulback, Ms. Deborah Stinnett, Ms. Tracie Liska

**Faculty Senators Absent:**

1. Call to Order at 04:00
2. Reading and Approval of November 2021 Minutes
	* Approved as presented
3. Reports
	* Treasurer’s Report – Mr. Andrew Crocker
		+ No updates
	* Council Reports from Committees (Academics, Strategic Planning, Student Affairs)
		+ Academic Council
			1. No updates
		+ Strategic Planning
			1. Met last Friday to discuss how the PMC will affect other buildings on campus, etc.
4. New Business
	* Academic Leadership Proposal
		+ Dr. Coltharp requested all suggestions be in by Spring Break
		+ Send to President Conner who will package and send them to Dr. Coltharp
	* Canvas Messaging vs. Email
		+ Both Instructors and students are missing messages because students don’t check email and Instructors don’t check Canvas, or aren’t as likely to
		+ Not “threaded” like email
		+ How do we fix this?
		+ Stress it is unprofessional
		+ Put it in the syllabus
		+ Contact Phillip Arnold about how to fix some of these issues
	* Converting from Google Docs to Word – Mr. David Fotopulos
		+ Jacque already has one
		+ Is going to make more
	* Interoffice Mail – Mr. Ross Lowrance
		+ Mr. Ross Lowrance will research and get back with Senate during a future meeting
5. Adjournment at 04:42