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