**Date:** Thursday, November 20, 2022

**Time:** 3:00 pm

**Location:** Information Commons- Boardroom

**Facilitator:** Dr. Trish White – President of Faculty Senate

**In Attendance:** (internet was down and unavailable at all locations until beginning of meeting)

* ***Officers Present:*** Mr. Andrew Crocker (Vice President) Mr. Jared Durden (Treasurer), Ms. Shelby Gannott (Communications), Ms. Tracie Liska (Secretary), Dr. Tiffany Ford
* ***Senators Present:*** Mr. Peris Carr, Ms. Susan Inman, Mr. Daniel Kopsas, Mr. Jeff Kulback, Mr. Gabe McLaughlin, Ms. Angie Messner
* ***Senators Absent:*** Ms. Katherine Craft, Ms. Cara Griffin, Ms. Kimberly Griffin, Ms. Dandy Finney
* ***Faculty and Special Guests:*** Ms. Sarah Bargo

***Call to Order:*** The meeting was started at 3:04 pm by Dr. Trish White

***Reading and Approval of the minutes:***

* September meeting minutes approved.
* October minutes will be sent for approval via email.

***Reports and Announcements:***

* Treasurer’s Report – *Mr. Jared Durden*
  + No changes
* Academic Council – *Ms. Tracie Liska*
  + No new updates
* Strategic Planning Council – *Dr. Trish White*
  + - Keep sending in feedback for planning
    - A big thank you from Marcia Wheeler for faculty surveys.

***Other Information:***

* **Teams Training**
  + Sessions are available for faculty, staff, and anyone that uses teams.
  + Lots of great information to be shared.
  + Transition form Zoom to Teams in the future???
* **Library Tools Training:** 
  + Sessions to be held on November 18, December 2, and December 20

***Old Business:***

* **Follow up on LVL**
* Dr McGrady sent data about the participation and attendance of LVL classes and why they are choosing LVL.
  + - 57 responses
    - Students are using classrooms for **less distraction**, better internet access, and socialization.
* **Retention off Messages on Teams**
* Right now, messages are stored for 30 days
* What is an “appropriate” amount of time to keep messages? Semester, academic year
  + - Consider different types of messages: student, groups, councils
    - Grade appeal timeline
  + Is it a space issue?
  + Dr. Trish White has messages out to get more information and will update as available

***Program:***

* **Innovation Celebration –** *Ms. Sarah Bargo*
  + This is an intersection between the Strategic Plan, OTC Cares, and Innovation
  + Trailblazer Award nominations are due by Friday, November 18
    - * Meaningful and tangible contributions to OTC and the students
      * All nominations go to the Strategic Planning Council
      * Full time employees: 10 faculty and 10 staff are chosen
      * Uses the OTC Cares Decision Making Model - Four Pillars
      * Sarah will check on anonymous submissions
* Game Changer Grants – application due by December 20th.
  + - THREE $10,000 grants
    - Last innovation lab is on December 2 - assistance and great information about the application requirements
    - Strategic Planning Council decides who will make presentations
* Student Success Mini Grants – applications due by December 20th
  + - $1,000 mini grants to support student innovation

***New Business:*** The next Faculty Senate meeting will be Thursday, December 8th at 3:00 pm

***Adjournment:*** The meeting was ended at 3:56 pm