**Date:** Thursday, February 22, 2024

**Time:** 3:00 pm

**Location:** Virtual Teams Meeting

**Facilitator:** Mr. Andrew Crocker – President of Faculty Senate

**In Attendance:**

***Officers Present:*** Ms. Tracie Liska (Vice President), Mr. Gabriel McLaughlin (Treasurer), Ms. Angie Messner (Secretary), Mr. Daniel Kopsas (Communications).

***Senators Present:*** Ms. Dawn Wright, Ms. Cara Griffin, Ms. Kimberly Griffin, & Ms. Kimberly Kosmicke.

***Faculty and Special Guest Speakers:*** Mr. Jonathan Staats, Ms. Calie Holden, Ms. Lisa Dark, & Ms. Ashley Simpson.

***Call to Order:***

* Meeting called to order at 3:03pm.
* Roll call – *Ms. Angie Messner*

***Reading and Approval of the Minutes:***

* January 2024 Faculty Senate meeting minutes were approved by Cara Griffin; seconded by Tracie Liska.

***Reports and Announcements:***

* Treasurer’s Report – *Mr. Gabriel McLaughlin*
  + No Faculty Senate funds have been utilized this academic year.
* Strategic Planning Council
  + Encourage faculty to talk about services OTC offers students during the first week of class (faculty can discuss during syllabus review).
* Academic Council
  + Discussed Integrated Planning and yearly registration.
  + Did an activity related to the career pipeline taskforce and their priorities.
    - Having students & instructors attend recruitment events, develop recruitment strategies that are more impactful, focus on the new Alliance for Healthcare Education, & expanding Tech Ed programs.

***Business/Program:***

* Mr. Staats on plans for construction progress on campus
  + Still in the design process on the new Student Life Center.
  + There is one parking lot that will remain south of Chestnut Expwy.
  + The remaining part of the parking lot will be used for the construction of the new Student Life Center.
  + The northeast corner of Pythian & Hampton will be under construction this summer to create a new parking lot (will be gaining 37 new parking spaces with this new lot).
  + Walking distance from this new parking lot will be manageable walking distance to campus buildings.
* Ms. Holden on faculty participation in governance councils
  + Shared an overview of the six governance councils at OTC (Academic Council, Administrative Services Council, Advancement Council, Finance Council, Strategic Planning Council, & Student Affairs Council).
  + Academic Council & Strategic Planning Council have a Faculty Senate representative.
  + Governance council membership consists of rotating members, standing members, & resource members.
* Faculty Senate nominations discussion
  + Five Senators will be returning next year.
  + The number of Senators needed for each division are:
    - 8 Senators for Arts, Sciences, & Business
    - 4 Senators for Tech Ed
    - 4 Senators for Health Sciences
    - 1 Senator as a satellite representative
    - Total: 17 Faculty Senators
  + All faculty are encouraged to email faculty nominations to [facultysenate@otc.edu](mailto:facultysenate@otc.edu)
* Adjunct Appreciation Committee report
  + Carolyn Cantrell & Matt Harris will assist in getting a list of adjuncts that have taught at OTC for 10 years, 20 years, & 30 years.
  + Gifts will be purchased at the end of this Spring semester using funds from the Human Resources budget and will be dispersed during the Summer or Fall 2024 semester.
  + Adjunct appreciation gifts will be:
    - 10 years of service – engraved keyring & money clip from OTC bookstore.
    - 20 years of service – engraved 4-pack of coasters with wooden holder from OTC bookstore.
    - 30 years of service – engraved plaque from Springfield Engraving.

***New Business:***

* Faculty would like to revisit the requirement for a proctored event in online classes. Is it necessary and/or effective in making sure the student who signed up for the online class is the one doing the course work?
* The Early Childhood Education Center (ECEC) is now open year-round (this went into effect last year) and is mandatory for children to attend the ECEC year-round. This has increased operating costs & subsequently tuition costs for students and faculty that have children attending the ECEC. Increased cost may be a barrier for some families. Want to discuss ways the ECEC can remain open year-round without increasing everyone’s costs.
* Discussion with Dr. Aberle & Dr. McGrady regarding faculty qualifications.

***Adjournment:***

* The next Faculty Senate meeting will be Thursday March 28th, 2024, 3:00-4:00pm on Teams.
* Motion to adjourn from Daniel Kopsas; seconded by Dawn Wright.
* Meeting adjourned at 3:41 pm.