**Date:** Thursday, January 25, 2024

**Time:** 3:00 pm

**Location:** IC Boardroom & Virtual Teams Meeting

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

**In Attendance:**

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

***Senators Present:*** Mr. Ross Lowrance, Ms. Dawn Wright, Ms. Cara Griffin, Ms. Kimberly Griffin, Dr. Susan Inman

***Faculty and Special Guest Speakers:*** Dr. Andrew Abere, Dr. Morgan Presley

***Call to Order:***

* Meeting called to order at 3:06 pm
* Roll call – *Mr. Andrew Crocker*

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

* December 2023 Faculty Senate meeting minutes were approved by Daniel Kopsas; seconded by Tracie Liska

***Reports and Announcements:***

* Treasurer’s Report – *Mr. Gabriel McLaughlin*
  + No Faculty Senate Funds have been utilized this academic year
* No other council reports currently

***Business/Program:***

* Dr. Andrew Aberle on Year Long Scheduling
  + The department chairs can use forecasting to predict the need for future courses
  + Staffing and predictive scheduling can become an issue with classes that use mainly adjunct faculty. Since it is an informed predictive decision, there are no legal repercussions or risks.
  + We are still gathering data as to the effectiveness of year-long scheduling.
    - Data has shown, so far, that there is an increase in student retention due to the planning for future courses and having a plan in place (Fall-to-Fall).
    - Previously, OTC had a student retention rate of 58%. With the fall-to-fall data, that has jumped to 62% which is a BIG DEAL!
    - Since the implementation of the student success model, 60% of students that applied to OTC have scheduled classes.
  + If there are faculty that will be retiring, it is important to let your chair know so that names can be removed from the schedule. This can be a time sensitive matter for retirement requirements with PSRS.
  + Year-long scheduling can be an issue that we address again in the future if needed.
* Dr Andrew Aberle on Final Exam Scheduling
  + Final exam time is not calculated in the HLC hours of the course.
  + Hybrid courses are scheduled one week earlier than traditional courses due to the extended period for exam completion.
* Dr. Andrew Aberle - *additional information for previous Faculty Senate ESL discussion*
  + One strategy discussed was the suggestion of online courses for ESL students so that they can manage their course work at a different pace. We do have to monitor the amount of online vs. seated classes for International Students.
* Long-term Adjunct Appreciation Options
  + Motion to create a committee by Andrew Crocker; Ms.Dawn Wright seconded.
  + A committee was formed with Ms. Tracie Liska, Ms. Kimberly Griffin, and Ms. Angie Messner to compile ideas for adjunct appreciation.

***New Business:***

* Administrative Services at the February Faculty Senate meeting to discuss parking and what it to become of it during new construction
* Next Faculty Senate meeting will be Thursday, February 22 at 3:00 pm

***Adjournment:***

* Motion to adjourn from Andrew Crocker; seconded by Ms. Dawn Wright
* Meeting adjourned at 3:38 pm