**Date:** Tuesday, January 28, 2025

**Time:** 4:00 pm

**Location:** Virtual Teams Meeting & Brooks Conference Room ICW 219P

**Facilitator:** Ms. Tracie Liska – President of Faculty Senate

**In Attendance:**

***Officers Present:*** Mr. Gabriel McLaughlin (Vice President), Mr. Ross Lowrance (Treasurer), Ms. Jean Ann Rushing (Secretary), Mr. Daniel Janssen (Communications).

***Senators Present:*** Dr. Morgan Presley, Ms. Kimberly Kosmicke,,Ms. Eva Patterson, and Ms. Dawn Wright.

***Faculty and Special Guest Speakers:*** Mr. Kevin Luebbering

***Call to Order:***

* Meeting called to order at 4:00 pm.
* Roll call – *Ms. Jean Ann Rushing*

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

* October 2024 Faculty Senate meeting minutes were approved by Daniel Janssen; seconded by Eva Patterson.

***Reports and Announcements:***

* Committee Report – No updates currently
* Treasurer’s Report – *Mr. Ross Lowrance*
  + No Faculty Senate funds have been utilized this academic year.

***Business/Program:***

* Special Guest Speaker Mr. Kevin Luebbering
  + Student concerns/issues due to current political climate
    - Discussed the importance of counseling services for students feeling overwhelmed by the political situation.
    - Make referrals to OTC Cares for students that are having issues.
    - Reach out to Kevin for any questions or concerns.
* Ms. Tracie Liska
  + Constitution Updates
    - The first change is Article 3, add the word executive in front of Vice Chancellor.
    - The second change is in section 4 election of senators changed to representation should be selected such that there are senators representing each campus as well as all educational divisions. Also, remove the line that states the election that represents for each division will hold the election in a manner of their choosing and report that to the President.
    - Discussed a proposal for adjunct senators. Tracie will send the proposal to the executive council for review and then to the faculty senate for approval.

***Roundtable Discussions:***

* + - Mr. Ross Lowrance
      * Introduced a roundtable discussion on student concerns, particularly regarding cold weather and attendance.
      * The discussion focused on the impact of cold weather on students at different campuses, with specific concerns about the Springfield Campus due to the parking situation.
      * Participants discussed potential solutions, including a protocol/policy in place for extreme cold temperatures, late start times, transportation options such as a shuttle bus, or a coat/hat drive for students.
      * Eva Patterson to take the lead and research what resources are available through OTC.
    - Ms. Tracie Liska
      * Introduced a discussion about faculty from satellite campuses having nowhere to work when coming to the Springfield campus for meetings, etc.
      * The faculty reserved rooms in the library but were told that is no longer an option.
      * Participants mentioned that there are adjunct offices upstairs in ICE that can be utilized.
    - Dr. Morgan Presley
      * Introduced a discussion about students using Chromebooks and Google docs for assignments but having no understanding of Microsoft office.
      * Suggestions included making self-service Canvas courses available for students, offering a boot camp at the beginning of each semester, and encouraging the completion of the courses through advisors and navigators.
      * Morgan Presley to take the lead and discuss options for videos with Phillip Arnold.
      * The topic of Microsoft training for students will be added to next month's agenda.
  + Next meeting February 25th, 2025.
  + Reminder to email meeting agenda ideas to Faculty Senate Officers.

***New Business for the 2024-2025 Academic Year:***

* No New Business

***Adjournment:***

* Motion to adjourn from Gabriel McLaughlin; seconded by Eva Patterson.
* Meeting adjourned at 5:01 pm.