**Date:** Tuesday, March 25, 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), Ms. Jean Ann Rushing (Secretary), Mr. Ross Lawrence (Treasurer).

***Senators Present:*** Dr. Kristall Fears, Dr. Morgan Presley, Ms. Chelsea Cozort, Ms. Kimberly Kosmicke, Mr. Stephen Schroeppel, and Ms. Dawn Wright.

***Faculty and Special Guest Speakers:*** Melissa Lloyd, Staci Burton, Marshall Kenney, Kevin Luebbering and Dr. Gavin O’Conner

***Call to Order:***

* Meeting called to order at 4:02 pm.
* Roll call – *Ms. Jean Ann Rushing*

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

* February 2025 Faculty Senate meeting minutes were approved by Kristall Fears; seconded by Gabe McLaughlin.

***Reports and Announcements:***

* Committee Report – No updates currently
* Treasurer’s Report – *Ms. Tracie Liska*
  + No Faculty Senate funds have been utilized this academic year.

***Business/Program:***

* Special Guest Speakers *Ms.* *Melissa Lloyd, Ms. Staci Burton, and Mr. Marshall Kinne*
  + Insurance Benefits
    - Ms. Lloyd discussed the challenges faced in communicating changes to employees, including the use of the employee newsletter and open enrollment meetings. Acknowledged the need for better communication through email.
    - Ms. Burton Explained the rationale behind switching from Sun Life to Cigna, citing the loss ratio and the need to make the benefits affordable for both employees and their families.
    - Mr. Kinne, President of MedPay, provided an overview of the loss ratios for dental and vision plans, and explained the reasons for switching to Cigna and the benefits of bundling. He discussed the rate guarantees and caps negotiated with Cigna, providing certainty for the college in budgeting for future years.
* Special Guest Speaker *Mr. Kevin Luebbering*
  + Engage OTC
    - Mr. Luebbering discussed the new Engage program specific to Missouri.
    - This program is a violence prevention program that provides opportunities for students, faculty, and staff.
    - They offer 1-hour Overviews as well as 15-hour Deep Dives on the topics of interpersonal violence, substance use, and mental health.
    - Reach out to [EngageOTC@otc.edu](mailto:EngageOTC@otc.edu) with any questions or for more information.
* Special Guest Speaker *Dr. Gavin O’Connor*
  + Withdraw/Drop Procedure with Q&A
    - A question was asked about an incident where faculty received emails about administratively withdrawn students without a last date of attendance and expressed frustration with the communication and the perceived accusatory tone of the initial email. There were also concerns about the burden of these responsibilities and the lack of similar requirements at other institutions.
      * + Dr. O’Connor clarified that the issue was not a glitch but a large number of never attends after the roster cleanup day. He explained the need for instructors to update LDAs (last dates of attendance) or never attends for students who dropped early and the importance of accurate reporting for financial aid compliance, the need for better communication, and the efforts to improve processes.
* Another question discussed an issue with students not showing up on the roster and the difficulty of updating records without proper information.
  + - * Dr. O’Connor acknowledged the complexity of the administrative withdrawal process and the need for better interfaces and communication. He discussed the potential for improving the attendance module in Canvas to provide better flagging and reporting. He also explained the importance of checking the final grades tab to see those students that have dropped.
* Reach out to Dr. O’Connor with any additional questions, concerns, or feedback.

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

* Faculty Senate Elections – *Tracie Liska*
  + Please send your nominations to faculty senate by Friday, April 4th.
  + Voting will open, via an online voting tool, Monday, April14 – Friday, April 18.  New senators will be announced on Monday, April 28.
  + Faculty are encouraged to consider running for executive council positions. There is a need for a vice president, secretary, treasurer, and communications person.
* Next meeting April 29th, 2025.
* Reminder to email meeting agenda ideas to Faculty Senate Officers.

***Adjournment:***

* Motion to adjourn from Gabe McLaughlin; seconded by Dawn Wright.
* Meeting adjourned at 5:14 pm.