

# Voice

Faculty Association Bulletin

April 2013

Oklahoma City Community College

## Faculty Association Meeting Agenda

April 23, 2013

12:30pm-1:20pm

12:30pm-12:35pm Welcome and Treats!

12:35pm-1:15pm Treasure Report, Approve the Minutes

### **Old Business Discussion:**

Weekly communication improvement possibility

Police Security showing ID

Online Scholarship update

SII concerns: Professor Mike Franco and Director of Institutional Effectiveness, Janet Perry, will be attending.

Please bring all your concerns and questions so that the SII instrument can be improved for Fall 13.

### **New Business Discussion:**

Graduation Cap and Gown for faculty

Vote for new Executive Team

1:15pm-1:20pm Invitation to our "Look Who's Coming to Lunch, with an OCCC Regent." April 25, 2013 at 12:30pm-1:20pm

1:20pm Adjourn!

### **Executive Committee members:**

Brent Noel, Arts and Humanities; Jenean Jones, Business; Reeca Young, Health Professions; Al Heitkamper, Information Technology; Dana Tuley-Williams, Library; Tad Thurston, Science and Math; Nate Vanden Brook, Social Sciences; Julie Corff, Chair; Rachel Butler, Chair-Elect; Jon Inglett, Secretary; Lisa Mason-Adkins, Treasurer; Jay Malmstrom, Parliamentarian; Chris Vershage, Past-Chair

## Treasurer's Report

Operating Funds: \$8,017.11

Scholarship Fund: \$2,602.29 (as of April 11, 2013)

--Lisa Mason-Adkins, Treasurer

### Faculty Association Meeting Minutes

March 26, 2013

The meeting commenced with spring treats and a gracious welcoming from Executive Council members, who handed out treats and provided the Faculty Association with the Report: OCCC Faculty Communication Results.

The chair, Professor Corff, called the meeting to order.

Corff provided the Faculty Association with background information on positive and limited communication at OCCC. The results follow.

#### Results of Effective Communication

- Closing of campus. Several different channels or modes of communication were used. Timely and clearly communicated.
- Text Messages at 5:50 am about closing/opening of OCCC.
- Dr. Sechrist's open door policy/It communicates: "I respect you, hear you, and support you."
- Great weather communication.
- Julie Corff (That was sweet whoever put that on their list.)
- The past Dean of AH kept us informed about everything! She reminded us and we never felt "blind-sided."
- Nice welcome back to the college.
- Great help and concern from mentors.
- Great help with overview of Moodle.
- Administrators communicate the value they have for faculty by continuing the President's Awards for Excellence and providing travel funds.

#### Results of Poor Communication

- Communication between student job applicants and staff in HR. Long delays.
- What counts for the merit categories. Ambiguous at best.
- Decision that no part-time person can work more than 25 hours a week. Notice was given right before Christmas. This affected front desk operations for departments. This affected lower paid staff dramatically.
- "Open Door Policy" does not mean one is ready and willing to hear a faculty side. It simply means come in and let me tell you how it's going to be.
- Division split, no vote, just a statement of let us know what you think
- Full-time faculty are told SII's will now be both in Fall and Spring. No discussion.
- SII's now in the Spring too. We did not assess how the new system went in the Fall.
- Lack of communication that SII's will be given throughout the year.
- Not getting follow-up information when requested and the person with the information is consistently absent.
- Any policy or procedure change originating from HR. Part time regular staff not informed they would be prohibited from exceeding 25 hours per week, even when there is a clear demand.
- Why 25 hours for part time staff? Why not 29? Arbitrary number.
- Aetna Affairs, no biometric for spouses. Communication was [that] spouse would be included.
- AH Science and Math split. Yes, we were informed, but general feeling was it had already been decided. Input was requested, but felt like it was "lip service." To make us feel we have real input was inappropriate.
- SII's, the dates kept changing about when the SII's would be available to students. I would tell my students to do and then they weren't available.
- No reply from HR several times during the application, interview, and hiring process.
- No reply for Aetna System for health benefits.
- Being told that you shouldn't talk to the VP for Academic Affairs or President if you disagree on a topic with your supervisor because he/she will get angry for taking the matter out of the division.
- Several instructors have had student issues and the instructor did not feel or get the support needed. Faculty need to be backed when the student is acting inappropriately.

A member of the Faculty Association ascertained that all areas of the college beyond Academic Affairs need emphasis, and the Chair, therefore, reported that Dr. Sechrist is highly interested in our results.

The Treasure Report was given. A motion and second were made to approve the chair report. The treasurer stated that the Coke Wagon money still has not been placed in the Faculty Association funds. Also, there is approximately an eight hundred dollar increase in funds, but at this time, the information is being investigated to balance the budget effectively. The Treasure Report was approved unanimously.

A motion and second were given to approve the February 2013 minutes, and the minutes were approved unanimously.

The chair provided follow-up information of the possibility of moving the dates for Performance Appraisals so as not to rush the process when faculty return to campus during the Spring semesters. Currently, the performance appraisals need to remain at the given deadlines because Human Resources needs time to determine salary raises, according to Larry Robertson.

People, participating in the Regents Round Table Discussion, commented on the positive aspects of the event. The general discussion demonstrated the event as successful. The Regents loved it! And, the Regents wanted to know what we needed and showed an interest in faculty courses. The total cost for the event was \$360.

A report was provided on the Faculty Advisory Council update. The FAC is an initiative by the Oklahoma State Regents and includes representatives from a variety of colleges, including but not limited to, OU, UCO, Cameron, Northwest Oklahoma State, Murray State, and others. Two private colleges, Oral Roberts University and the University of Tulsa are also represented. A presentation at FAC included a presentation on PTSD. Also, FAC entertained a discussion of OLAP and whether or not it will continue in the college and/or the vocational-technology system.

Elections for Faculty Association positions will be held during the April meeting. All members have the opportunity to elect others. At the division level, Faculty Association Representatives will need to be assigned for the new divisions.

New Business was discussed. A motion and second were made related to the latest SII instrument: The Faculty Development Committee and Student Learning Council should evaluate the validity and reliability of the currently used instrument until we continue to use the instrument again. Faculty voted unanimously, and the motion was approved.

Questions related to SII's occurred during and before the motion. Why would we continue using an instrument if we are not sure it is assessing faculty appropriately? Why does the instrument not allow Institutional Effectiveness to differentiate between adjuncts and full-time faculty? Can the program not be tweaked? Doesn't the system need fixed before we receive more data? How do we address the low response rates from the report? Do bonus points given to students for taking the SII's skew the results? Shouldn't students be asked about their opinions of the evaluation instrument?

Congressman James Lankford attended campus from 6-7 pm on Tuesday, March 26. Faculty were encouraged to attend. Also, it was reported that Congressman Lankford would be available to answer questions from students and faculty before his presentation.

The Make-It/Bake-It Sale was discussed. For the Silent Auction, people can bid on an item within one dollar increments. Also, it would be beneficial to add a description of the item and a price tag, when selling an item.

The online Scholarship application process is confusing for students. Many questions were discussed. Are students giving up on the scholarship application because it is too difficult to process? Are faculty receiving the appropriate information to evaluate students? Are only portions of the application being filled out and, therefore, considered an incomplete application? Are scholarship deadlines being provided to student emails at the wrong time, such as during Spring Break? Is there a general lack of access because of the difficulties with the online application process?

Finally, the Chair announced the next "Look Who's Coming to Lunch, with an OCCC Regent" on March 28, 2013 at 12:30-1:20 pm.

A motion and second were made to adjourn. The motion was accepted unanimously, and the meeting adjourned.

**Respectfully,  
Jon Inglett**

## SII Survey Form

**Instructor's Name:**

**Synonym:**

**Course and Section Number:**

**Term:**

	<b>Agree</b>	<b>Disagree</b>	<b>Not Applicable</b>
1. Instructor made course objectives clear			
2. Instructor made it clear how students will be graded in the course			
3. Instructor is prepared for class			
4. Instructor treats me with respect			
5. Instructor presents the material in an understandable manner			
6. Classroom activities are relevant to course objectives			
7. Instructor is generally available when I have gone to see him or her during posted office hours.			
8. Faculty generated question #1			
9. Faculty generated question #2			
10. Faculty generated question #3			

Please comment on the following questions:

11. What two things did the instructor do that were helpful in learning the materials or skills in this course?
  
12. What two suggestions do you have for the instructor that would improve this course?
  
13. Other comments