

Oklahoma City Community College
Faculty Association Meeting
Minutes Jan. 23, 2018, 12:30pm

1. FA Staff Recognition
 - Ethan Burchett from the Accounting and Business Lab was recognized by Chair-elect Newman and Treasurer Ahonsi
2. Reflection
 - Chair Glencross asked Dana Passek to speak to the group about Nina Smith
3. Meeting Minutes Approval – 11.28.17
 - Reeca Young made a motion to approve the minutes, and this was seconded by Scott Carter.
 - The minutes were unanimously approved.
4. Treasurer's Report
 - Operating Fund: \$8708.47
 - Ray McCullar Fund: \$8013.46
 - Scholarship Fund: \$8766.93
 - 73 Paid members
 - Jennifer Allen made a motion to approve the report, and this was seconded by Peggy Newman
 - The report was unanimously approved.
5. Chair Report:
 - a. Executive Vice-President & Chief Financial Officer updates:
 - EVP: Former EVP Bloomberg has accepted position in Arkansas. His spouse, Lynette Bloomberg, left this semester as well. According to President Steward, this position will be filled.
 - CFO: John Boyd has resigned, but is still working for the college in helping to plan the budget for the upcoming year.
 - Regina is acting Vice President for Human Resources
 - Acting Director of Admissions: Jill Hibblen, due to the resignation of Mary Ann Bodine Al-Shariff
 - VP Student Affairs: Acting is Greg Gardner, VP Gardner indicated it would be filled soon
 - b. Director of Admissions update & potential app fee
 - Mary Bodine-al Sharif has left OCCC, and the Acting Director of Admissions is Jill Hibblen.
 - Potential Application Fee: This fee may be instituted because we are getting many online applications from people who really cannot attend school at OCCC. This is bogging down the admissions process. The intent is to charge a \$25 fee, and then to rebate that

“on the back end” to help decrease the number of frivolous applications. The chair will update the group as she learns more.

c. Adjunct Faculty Performance Evaluation

- A new process for a performance review for adjunct faculty was announced in the Academic Affairs staff meeting during Welcome Week. Faculty have not been informed regarding the details of how this process will work, but we’ve been assured this will be carried out in a manner similar to that of full-time faculty evaluations. It is believed the form will be the same form used for full-time faculty professional evaluations, but the exact format and approving body are unclear at this time. Chair Glencross will share information as she learns it. If any members have any input on how the process might effectively work, please forward those suggestions to Chair Glencross.
- A member urged Chair Glencross to reach out to adjuncts for their input.

d. OBAT

Gwen Falconer-Lippert has volunteered to learn more about OBAT and will follow-up with the group. She asked if anyone has any specific questions, to please email her.

e. Dependent Tuition Waivers

This was implemented this semester, but as far as Chair Glencross knows, there is no policy in place. She will follow-up with President Steward to determine where this falls in OCCC Policies and Procedures.

f. Professional Development Institute

- Will potentially be moving to the area near the pool. Vice-President of Academic Affairs (VPAA) Gardner has indicated that Social Science division will be involved in planning if/when this comes to pass.
- It was noted that at the Welcome Week lunches hosted by President Steward, he did indicate that the PDI would be placed in pool area; however, it was also noted that this item was not listed on the Board of Regents’ most recent meeting agenda.

g. New Admin software (not Recruiter)

The former Director of Admissions indicated there are problems with the currently used software (Recruiter); and Vice President Gardner indicated that it will be replaced.

h. Business & IT Division changes

Business faculty and administrative offices have mostly been moved to the third floor of the library, as have many of the classes.

i. Computer Replacement

VPAA Gardner indicated that new computers are often given up when it comes time to cut budgets. At yesterday’s Board of Regents Meeting, two new fees were discussed, one for the new Respiratory Care Program and a \$5 Equipment fee. Chair Glencross will ask VPAA Gardner if this will create money for computer replacement.

j. Faculty Development Plans & Print Pre-Approval

- Development plans are ended with the exception where plans are required for accreditation purposes or for remedial action.
- The Print Pre-Approval issue will continue until new software is adopted and implemented.

k. Copyright

Meeting not held during Welcome Week since the selected attorney had many questions about our current policy. This attorney helped prepare the Copyright and Intellectual Property Policies for OSU and it is thought that OCCC's new policies will mirror those.

l. Positions update:

- i. Library – New director has been installed, Ann Raia.
- ii. AEH Dean – It appears as though the newly hired dean has not been completely transitioned to a “fully active” Dean role. Chair Glencross will inquire as to when the new Dean will be able to independently function in his role as Dean.
- iii. Other open faculty positions – Due to lack of a budget from the state at this time, it is unclear if any open faculty positions will be filled.

m. Uniformity of requirements of application for leave

Different treatment of leave in different divisions – this is being “looked at” by higher administration, but it is unclear if anything has been determined by VPAA Gardner or the acting Vice-President Human Resources Switzer.

n. Retirement Plan Distribution of Assets Change

- President Steward has yet to follow up regarding the recent unrequested changes to employee's retirement plans.
- At yesterday's Board Meeting, it was announced that OCCC will be changing our retirement system if it is no longer compliant with IRS regulations that have been impacted by the recent tax law changes at the federal level. Our status is being analyzed by Human Resources at this time.

6. Scholarship Committee – Fall 2017 Scholarship Winners (Nominators):

- Garrett Mills (S. Morrow)
- Abigail Estes (M. Franco & H. Votaw)
- Jake Hardin (M. Turner)
- Jessica Isbell (S. Morrow)
- Alan Villegas (S. Mata)
- Chair Glencross will be asking the Executive Committee and the Scholarship Committee if nominations should be accepted from individuals who are not members of the Association.

7. Other

- At yesterday's Board of Regents meeting, President Steward indicated it will likely be 4-5 years before any new money comes to higher education in OK.
- The best case budget scenario for next year's budget is a flat budget relative to this year's.

- The upcoming legislative session's items related to higher education has been posted on the Faculty Association website (<http://www.occc.edu/faculty-association/otherdocs.html>). Chair Glencross pointed out that legislation regarding efficiency of two-year higher education institutions is listed as upcoming for this legislative session.
- At yesterday's Board of Regents meeting, \$111,000 nursing scholarship donation was announced. Overall, about one third of funds donated to the Development Office come from individual donations, about one third from corporate donations, and the last third is from Foundations. Donations from employees total just slightly more than \$30,000.00.
- If members would like Von Allen, Director of the Foundation, to speak at our meeting, please let her know.
- Michael Snyder was recognized by the OCCC Board of Regents for the publication of his book.
- At yesterday's Board of Regents meeting, Regent Burgin recognized the sacrifices the Faculty and Staff have made in terms of no increases in wages for the past several years.
- Chair Glencross will begin recirculating the guns on campus language discussed last year to gain any additional input before moving that forward.
- OCCC's Five Year Plan has been updated. There are a few "tweaks" in some areas, but no substantial changes. Some items added include: including no or low-cost incentives to retain faculty and staff, and items stressing the importance of revenue generating measures.
- Security Measures – The open foyer in front of President Stewards's office will be glassed or walled in as a security measure. The Board of Regents directed President Steward to take immediate action to enhance the security of this area. In addition to a glass or wall partition, it is anticipated there will also be some flow-through limitations.

8. Adjournment – Next meeting Feb. 27th

Motion to adjourn was put forth by Scott Allen, and Ken Harrelson and Peggy Newman seconded this motion simultaneously.

Meeting adjourned at 1:23pm.