



OKLAHOMA CITY COMMUNITY COLLEGE

Faculty Association

Meeting Agenda

April 26th, 2022, 11:00 am (3N0 and Zoom)

1. Welcome & Staff Recognition Student Life
2. Reading and Approval of [March 2022 Minutes](#).
3. Reports of Officers and Standing Committees
 - a. Treasurer's Report
 - i. Fund Balances
 1. Checking: \$9074.23 (\$160 for FA Scholarship)
 2. Scholarship Fund: \$6,240 (Dec 2021)
Endowment: \$15,091 (Dec 2021)
 - ii. Current Members: 54
 1. Payments: \$Occctreasurer
 - b. Scholarship Committee Report-Michelle Cole reported on the silent auction and provided information about scholarships.
 - c. Chair Report:
 - i. Luncheon with President Jones (3/29)
 - ii. Meeting with Provost Thomas (4/13)
 1. Future Meeting Structure will most likely be FA chair meeting with Provost and VPAA, though President Jones has confirmed meetings in the past and has not been able to make the meetings due to scheduling conflicts.
 2. Classroom Changes/Construction-Faculty experiencing inconvenience or frustration due to classroom construction, disruption, or clutter are encouraged to go through their chairs, and deans, and to follow up promptly on all contact they receive from IITS. You may also contact your division representative and communicate all further concerns to the chair at any time.
 3. VLC Services
 - a. See Appendix B.
 4. Adjunct Faculty Observation Form-Members are reminded to take the opportunity to offer their feedback on the observation process. While the process in place will remain for the current period, all feedback has been heard and will be considered moving forward.
 5. Hiring Process- Those with feedback about the hiring process are encouraged to contact HR or go through FA to provide this feedback. You may also contact Fatemeh Radmard, who meets with individuals to develop a direction focused on DEI.
 6. Back to Campus Fall 2022, committee meetings have been postponed.
 7. Campus Structural Changes-Reminder that parking lots, entrances, and some main building elements (General Dining Area) are either

soon to be or currently under construction. Plan accordingly when navigating campus.

8. 50th Anniversary- More information to come as plans progress, and there is concrete information to report.
 - iii. Faculty Tea- Originally and tentatively planned for 10 May 2022. This date will not work with President Jones' schedule. It will now take place in Fall 2022.
4. Vote for 2022-2023 Officers
 - a. See Appendix A
5. Retiring Faculty- Congratulations and presentation of flowers were given to Dana Glencross and Donna Chambers.
6. Faculty Association Plaque- The plaque has been updated through the 2021-2022 fiscal year (it will be remounted soon). The process has begun for ordering the next plaque as the current one is full.
7. Announcements/Other
 - a. Closing Remarks-Ending on a high note! We facilitated hybrid meetings and recognized several deserving staff members/groups. Due to the efforts of our endowment of the scholarship fund, meritorious students were awarded multiple scholarships, and the fund has increased significantly. The Ray McCullar fund was moved to the History Department. We collaborated with the Staff Association. We donated a total of 584 can openers to the OCCC food pantry. We updated our constitution for clarity. Finally, we also honored the loss of loved ones, and congratulated marriages, retirements, and faculty awards.

8. Adjournment

The meeting was adjourned at 11:51 pm.

Respectfully submitted,

Thomas Horne, Faculty Association Secretary

Appendix A

Faculty Association 2022-2023 Officer Slate

Elected Offices*

Chair-Elect: Jennifer Ball (Health Professions) Affirmed

Secretary: Johnny Hill (Library) Affirmed

Parliamentarian: Angela Cotner (Arts, English, & Humanities) Affirmed

Treasurer: Paul Buckelew (Science, Engineering, and Math) Affirmed

Division Representatives⁺

Social Sciences: LiErin Probasco

Health Professions: Sarah Baker

Business Information & Technology: Jon McHenry

Library: Courtney Oliphant

Arts, English, & Humanities: Ginnett Rollins

Science, Engineering, & Math: Ken Harrelson

Chair Positions[^]

Chair: Dana Tuley-Williams (Library)

Outgoing Chair: Shanna Padgham (Social Sciences)

*As of 4/25/2022—nominations may be made from the floor (None Made)

+ Officers are selected at the Division level

^ Officers continuing their previously elected terms

Appendix B

Redirected VLC Services

Primary areas of concern:

- Assistance with utilizing essential Microsoft Office functions (Word, Excel, PowerPoint)
 - o www.office.com/training
 - o Call ITS Help Desk at ext. 7777 for help installing or accessing Office 365.
 - o The Help Desk is located on the 2nd floor of the Main Building in room 2K1B
 - o The CLT will help with basic questions. If students need extensive support, they may be encouraged to take CS1103.
 - o Initial advising appointments may include a recommendation to take CS1103.
- Assistance with utilizing Moodle at the very basic level to trouble-shooting (they seem to be told now that they are short-staffed and they need to call the HelpDesk, which is also understaffed and overwhelmed with the multitude of issues they are facing)
 - o Contact CLT @ ext. 7838
 - o Moodle Support website: <https://www.occc.edu/moodlesupport-2/>
 - o Lindsey Baker (Director of CLT) said they would also help with Office 365 issues
- Time Management (agendas were provided, setting due dates and planning accordingly)
 - o Studentsnt can stop by Advising or make an appointment.
- Study Skills (studying smarter, not harder)
 - o Studentsnt can stop by Advising or make an appointment.