

Oklahoma City Community College
Faculty Association
Minutes: August 28, 2018

Chair Newman called the meeting to order at 12:31pm and thanked those members present for their attendance and participation.

1. FA Staff Recognition – Chair-elect Cotner recognized Debbie Martinez – Division Assistant in the Health Professions Division in recognition of her hard and diligent work after a recent co-worker's departure and retirement of the Dean.
2. Meeting Minutes Approval – 4.17.18
Jennifer Ball put forth a motion to approve the minutes, and Carlotta Anglin seconded this. The minutes were unanimously approved.
3. Treasurer's Report:
Operating Fund: \$8632.91
Ray McCullar Fund: \$8038.46
Scholarship Fund: \$10691.00

NOTE: The Treasurer is expecting updated numbers for Ray McCullar and Scholarship Funds soon.

Jennifer Ball moved to approve the report, and Dana Tuley-Williams seconded. The report was unanimously approved.

Past-Chair Glencross took a moment to mention that the endowed scholarship will be fully funded as soon as she deposits a couple of donations. This will facilitate at least one \$500 scholarship per year.

4. Chair Report:
 - a. Meet the Executive Team - Each member introduced themselves:
 - Peggy Newman – Chair
 - Angela Cotner – Chair-elect
 - Mary Ahonsi – Treasurer
 - Scott Carter – Parliamentarian
 - Dana Glencross – Past Chair
 - George Risinger – Secretary
 - Dana Tuley-Williams – Library Representative
 - Jennifer Allen – Social Sciences Division Representative
 - Ken Harrelson – Science, Engineering and Math Division Representative
 - Reeca Young – Health Professions Division Representative
 - Chaya Chadrasekhar – Arts, English and Humanities Division Representative
 - John McHenry – Business, Information and Technology Division Representative

b. Position updates

- Dr. Marlene Landini (formerly Shugart) – Executive Vice-President
- Dr. Don Hackler – Chief of Staff
- Dr. Jeremy Thomas – VP Student and Enrollment Services
- Shauna Peters – Special Assistant to the President
- Mary Reznik – Administrative Assistant to the President
- Crystal Royalty – Administrative Assistant to the Chief of Staff
- Mr. Keith Steincamp –CFO; however, Brenda Carpenter will continue assisting until Mr. Steincamp has better familiarized himself with OCCC's finances.
- Vincent Bridges –Health Professions Dean
- Chris Shelley – Formerly served as Assistant Registrar, moved to Director of Benefits, and is now back as Assistant Registrar

c. Development Office – Food Pantry update

- A room(s) has been identified and construction is underway near the Automotive Technology area, an area that affords discreet and easy access.
- A ribbon-cutting will be held when the Food Pantry is complete. When discussing this with Chair Newman, President Steward stressed that faculty initiated the idea for the pantry and that this is an excellent example of faculty and administration working together on a meaningful project.

d. Construction Updates

- Police Department construction in old child development center is underway and on schedule.
- Professional Development Institute – An official bid will come in at the October or November regents meeting for final approval to build the new PDI where the old pool is located.

e. Guns on Campus

President Steward indicated to Chair Newman that he will be looking to the Faculty Association to support no guns on campus by putting forth a resolution when appropriate following the official filing of bills for the 2019 Legislative Session.

f. Collaboration possibility with Rose for Food Service Bidding

- OCCC and Rose State College are now officially working together to order various supplies, i.e. paper supplies, etc., since having such large orders helps decrease costs. Efforts to collaborate were well received by the higher regents and the legislature.
- Chair Newman has spoken to President Steward about OCCC's current catering service's exorbitant prices for both in-house catering needs and student purchases. Their contract is up this year. President Steward hopes that by working with Rose State, OCCC will be able to engage a greater variety of vendors.
- Chair Newman encouraged members to let their division reps know about any difficulties they have had with our current service so they can be shared.

g. Uniformity of Online Teaching Load Policy

-During Welcome Week, a situation arose where a faculty member requested to have 5 online courses as opposed to 4 so that she could provide caregiving to a terminally ill family member (parent-in-law). This request was denied, and the faculty member resigned effective immediately. There is some verbiage in relevant OCCC policies that indicates there is discretion on the part of the dean wherein five online courses is permitted.

-Chair Newman made some inquiries regarding this situation with President Steward and was publicly informed that this is a personnel issue and not something that involves the Faculty Association.

-Chair Newman will lead the Executive Committee in investigating the policies surrounding this situation to determine if there is a way forward to address the non-uniformity of application of the related policies.

-Jennifer Ball, the current IAPC chair, asked if this is something that committee could investigate, and a member indicated that it is his understanding that if the actions were the result of a formal policy on OCCC's books, then yes, it would be under the purview of the IAPC to potentially discuss.

-The chair of the department that lost the faculty member indicated that there has been no communication regarding this situation from any administrators, even though this department was most deeply impacted by this loss. The department chair pointed out that OCCC is well known for having a lack of top-down communication, which could have negative impacts on employee retention. The department chair is concerned that an approach of working towards uniformity might impact some of the freedom written into the relevant policies as they currently stand, and could potentially result in some privileges being taken away. The department chair stressed her view of this as an employee retention issue as opposed to a uniformity of policy issue. The loss of our former colleague resulted in that department frantically securing ample replacement adjuncts to provide instruction for these courses.

-A member suggested looking at FMLA guidelines and that even if in-law relations are not covered there, that perhaps a committee at OCCC could bring about discussions with relevant parties to consider adding it to the school's policies.

-Another member pointed out that during welcome week activities, President Steward mentioned that more online offerings will be provided by the school, which seems counter to the considerations that were involved in initiating events surrounding this issue.

h. Faculty Association Camaraderie/Branding Ourselves

-Camaraderie: Chair Newman – Stated we are “Better Together.” Since she has started full-time in 2013, she has sensed less camaraderie amongst the faculty. At her former institution, there were some school-coordinated fellowship events, and this seemed to impact the feeling of community there. Perhaps our group could come up with something similar, even something like participating in a community service as a group. No specifics were offered before she moved on to

the next part of this item, but a member did suggest a workday at the new Food Pantry. Another member suggested a work week.

-Branding: Chair Newman and immediate past Chair Glencross shared perceptions that the participation of full time faculty in the Faculty Association is minimal leading to such things as meetings are scheduled on the fourth Tuesdays of the month on top of the standing meeting time of Faculty Association. The Chair proposed creating a Faculty Association member t-shirt with the hopes of providing a visual image regarding how many faculty belong to the Association – especially when worn uniformly by all members at college or Academic Affairs-wide events.

The Chair proposed perhaps the membership shirts be purchased with Operating Account funds of the Association for individuals who pay annual dues by an established date. One member in attendance commented that she would prefer the option to pay versus the money be from Operating account be provided to faculty if this moves forward. No motion was put forward due to time constraints such that many faculty began leaving for class.

5. Scholarship Committee:

a. Creating Endowment

Past-chair Glencross discussed this briefly during the Treasurer's report (see above).

b. Update from the committee:

The Chairs of the Faculty Association Scholarship Committee announced the standard two fund raising events (Soup and Chili Cook-offs) will be held this year, with the first happening likely in late October or early November.

6. Other

-A member mentioned that there is a new director/supervisor in the Printshop – it appears as though that some work that previously need to go through the public relations department will no longer need to do so – it can do directly to the new director.

-A member asked how/when the raise announced by President Steward during convocation will be implemented since no one present appeared to have received word on this. One member offered that he believed that after adjunct contracts were amended that the full-time contract changes (amendments or new contracts – he was unsure) would soon follow.

-A member in the AEH division mentioned that caps in courses were lifted prior to the start of semester with no communication from the dean. Other member indicated that happened in their divisions as well. Last academic year, Chair Glencross was under the impression from Vice-President Gardner that this practice would no longer take place.

-A member in the AEH division informed the group they recently received written directives from the Dean regarding additional work, i.e. recruitment activities and the like, which are to be added to their duties, and that these activities have specific deadlines by which they must be met. The member asks the Faculty Association to look into this and determine if these are primary or

secondary duties, how these will impact performance appraisals, and if these types of duties are being distributed school-wide to each faculty member.

7. Adjournment – Next meeting September 25th
Shanna Padgham put forth a motion to adjourn the meeting, and Ken Harrelson seconded this.
Meeting adjourned at 1:23pm.