

Oklahoma City Community College
Faculty Association Meeting Minutes
September 25, 2018

1. FA Staff Recognition – Chair-elect Angela Cotner and Julie Corff recognized Rochelle Mosby, Division Assistant in AEH, for her hard work over the past several years and months as the AEH division has gone through several changes.
2. Meeting Minutes Approval – August 28, 2018
Jay Malmstrom put forth a motion to approve the minutes. This was seconded by Dana Glencross, and the minutes were approved unanimously without correction.
3. Treasurer’s Report
 - Association Fund: \$8847.31
 - Ray McCullar Fund: \$8038.46
 - Scholarship Fund: \$10,691.00
 - The OCCC Foundation has changed accountants, so numbers for the Ray McCullar and Scholarship Funds have not changed since last semester. We are awaiting word from them with updated numbers.Dana Tuley-Williams put forth a motion to approve the report. This was seconded by Reeca Young. The Treasurer’s Report was approved unanimously.
4. Chair Report:
 - a. Membership Benefit Update –38 members voted in an email poll regarding Faculty Association t-shirts that Chair Newman sent out on September 10. Please see the end of this document for the text of that email.

Vote Breakdown: Option 1: 9 votes
 Option 2: 20 votes
 Option 3: 6 votes
 Option 4: 3 votes

With Option 2, which opts for members to receive t-shirts with their dues or opt to pay for the t-shirt in addition to their dues, earning the most votes, it will be how the Association handles t-shirt distribution. Chair Newman is working with Slate Printing through OCCC to have the t-shirts produced. The cost to the Faculty Association is \$784.
Members were encouraged to wear their t-shirts to the upcoming Fifth Tuesday meeting coming in October.
One member suggested the Association have a table with t-shirts at the next Fifth Tuesday meeting to recruit new members.
 - b. Meeting with President Steward
 - Uniformity of Online Teaching Load Policy – Chair Newman had received many comments regarding this topic and had a contentious meeting with President Steward about this once again. There are no numbers of online hours listed in the current policy, and there are discrepancies amongst the different divisions in how these

situations are handled. The overall feeling among the faculty is that this is not a FMLA or HR issue.

An ad hoc committee has been formed from the Executive Committee to work on particulars to offer suggested guidance to administration. The members of this committee include Dana Glencross, Scott Carter and George Risinger.

- Academic Freedom – Two Issues: 1) Faculty members in one division are being given performance standard sheets that list duties that are not listed as part of their official duties; nevertheless, they have been given deadlines as to when these expectations/standards must be met. 2) The Theater director is not being allowed to purchase costumes for his current production, even though money has been allocated for this work and money is collected from ticket sales. As a result, the theater director purchased almost \$800 of costumes with his own money. Additionally, he is not allowed to perform particular plays, ie. Theater of the Oppressed, as he was informed this is “too depressing.” Chair Newman asked members present to consider assisting this faculty member if possible in regards to the cost of the costumes. Chair Newman will address these issues with administration.
 - Email vs Texting Student Communication Update – Due to lack of time, this will be covered at next month’s meeting.
- c. Food Pantry – OCCC will have a food drive soon. Ten students used the pantry in the first hours it was open, so it does appear as though it will be well used. At this time, there is no way for FA to help *en masse*; however, individuals may work with the Recreation and Fitness staff if they’d like to volunteer individually.
- d. Human Resources – Many people have reported issues with HR to Chair Newman. Chair Newman has had recent discussions with Vice-President Switzer, who acknowledged the recent loss of several employees and the resulting dearth of experience and that this may impact some aspects of HR. Chair Newman asks that members contact their Executive Committee representative to share any issues with which they might have been dealing recently. It was mentioned that if individuals would like certain aspects of their issues to specifically be discussed between the Chair and Vice-President Switzer, that they provide a signed and witnessed statement indicating they approve such discussions to occur on his/her behalf. Chair-Elect Cotner offered to assist members with appropriate verbiage for such a letter. Additionally, a member suggested that a draft form could be produced that could make this easier for faculty members.
- e. Faculty Association Camaraderie/Branding Ourselves
Chair Newman, in an informal poll, asked if members would be interested in a mixer of sorts that would be held off-campus on perhaps a Thursday evening (4:00 – 7:00pm) or Friday afternoon (12:00 – 2:00pm). Members generally responded positively. Chair Newman asked the members send any other ideas they have to increase faculty camaraderie to their Executive Committee representative.

5. Resolution

Chair Newman, with input from the Executive Committee, drafted a Resolution to respect the time of the Faculty Association Meeting time (fourth Tuesdays, 12:30 – 1:20pm). See the end of this document for the verbiage of the resolution. Chair Newman asked for the members present to discuss the Resolution as written. After the discussion, Jay Malmstrom put forth a motion to approve the resolution, and Dana Glencross seconded with friendly amendments:

- 1) Remove “2018” from the Title
- 2) Change the ending of the last line from “which prevent faculty from devoting their time to address faculty and student issues.” to “which may prevent faculty attendance.”

The Resolution was approved unanimously.

6. Scholarship Committee - Soup & Bake Sale: Tuesday, October 30, from 11:00am – 1:30pm

A signup sheet to volunteer during the sale and/or to bring a soup was circulated.

7. Other

- A faculty member reported she recently learned there are no longer medical first responders on campus. Our police department will not be able to directly assist, and OKC first-responders will need to assist in medical emergency situations.
- A faculty member mentioned that there is only one room available on campus for nursing mothers. Would it be possible to have locations in each division? Other faculty members in a different division are working on this for their division, but the overall feeling is that if more people discuss this in their respective areas, it would help to elevate this issue as much as possible.
- A member announced a de-stress program available for student and faculty called REStart. He encouraged members to turn to their email accounts as an email was sent out earlier in the day that listed the details.

8. Adjournment

Meeting adjourned by unanimous consent.

Next meeting October 23rd: Pay Membership Dues to be eligible for prizes!!

Email sent by Chair Newman to Association Members on Monday, September 10.

Subject: Faculty Association - MEMBER INPUT NEEDED PLEASE!!

Body:

Colleagues,

Those of you in attendance at the Membership Meeting on August 28th know that the F.A. Executive Team created, purchased (with our own money) and wore royal blue polo shirts identifying us as such to the meeting. At the membership meeting, I broached the subject of creating a tshirt in the same color to signify faculty MEMBERS of our Association as a way to brand ourselves; thereby creating a visual impact of who does represent, who does belong to the Faculty Association. While the nature of those contributing to the discussion on August 28th were positive comments, time ran short, people needed to get to class and I failed to get a motion and a vote.

In an attempt to move forward such that the shirts can be created, obtained and worn by each of us at upcoming events in which faculty attendance is required, I am requesting that you reply to this email (to me – don't need to go to everyone unless you so choose) with your vote. I will print each reply off and bring it to the Executive Committee. The majority of responses received will direct further actions by the Executive Committee.

****PLEASE NOTE:** The Faculty Association's current account has in excess of \$8,600 in the Operating fund. This money nor this proposal includes using ANY money from the Student Scholarship Account. That is a separate entity.

You are receiving this email as a paid F.A. member FY 2018. Dues for this year, FY 2019 are being collected but are technically due by October 23rd Membership Meeting. Estimated amount needed to purchase 80 shirts = \$900 total.

PLEASE REPLY on or before Wednesday, September 12th:

_____ I support using the necessary funds from the Faculty Association **Operations Budget** to purchase one shirt per member who pays by 10/23/18. (no more than \$900 of our \$8,600+)

_____ I support using the necessary funds from the Faculty Association Operations Budget to purchase one shirt per member who pays by 10/23/18 **WITH** the option to pay for the shirt myself and not use FA Operation Funds for my shirt.

_____ I support moving forward with a shirt to brand Faculty Association membership but **NOT** using any money from F.A. Operation Funds.

_____ I do not support moving forward with a shirt to brand Faculty Association membership.

Thank you for your kind attention and participation in OUR Faculty Association!

Be well,

Respectfully,

Peggy

Resolution:

The FACULTY ASSOCIATION
of Oklahoma City Community College
Faculty Resolution: Respecting Faculty Association Standing Meeting Date & Time 2018

WHEREAS, the faculty of Oklahoma City Community College believes that we, together with administrators and governing boards, share a joint responsibility for creating and maintaining academic excellence.

WHEREAS, the Faculty Association strives to assist the College in the achievement of its institutional goals by being a formal mechanism of communication between faculty, college administration and the Board of Regents.

WHEREAS, an essential objective of this organization is to promote productive communications and mutual understanding between the other elements of the College community and the faculty, therefore,

LET IT BE RESOLVED that the Faculty Association of Oklahoma City Community College, on behalf of the faculty asks that the fourth Tuesday of each month (August through November; January through April) from 12:30 – 1:20 pm remain open from any and all other scheduling conflicts at Oklahoma City Community College which prevent faculty from devoting their time to address faculty and student issues.