

Faculty Association Minutes
Tuesday, Sept. 26, 2017
12:30-1:20pm- 3N0 (M)

1. Welcome and call to order – Chair Glencross called the meeting to order at 12:33pm and reminded members to encourage their colleagues that had not joined the Faculty Association to consider doing so. Having closer to half of the entire full-time faculty as members of the Faculty Association will give us a stronger “voice.”

2. FA Staff Recognition –Chair-elect Peggy Newman and Chair Glencross recognized Aaron Collins and the staff of the Biological Sciences Center for their contributions to keeping the Biological Sciences department laboratory courses running smoothly while being severely understaffed over the past several months.

3. Meeting minutes approval 08.22.17 – George Risinger, Secretary
Lisa Adkins moved to approved the minutes with no amendments, and Rachel Butler seconded. The minutes were approved by the majority of those members in attendance.

4. Treasurer’s Report – Mary Ahonsi, Treasurer

- Operating Fund: \$8378.47
- FA Scholarship Fund: \$4559.34
- Ray McCullar Fund: \$7873.45

Treasurer Ahonsi made note that the Faculty Association Scholarship and Ray McCullar funds will be updated next week once she receives information from the OCCC Foundation. Treasurer Ahonsi also reported that at the time of her report, there are 42 paid members.

5. Chair Report:

- Budget – Future budget outlook – OCCC initially budgeted for a 14% reduction this fiscal year, but so far has only experienced only a 6.9% reduction. The OK Legislature is currently meeting to work on a compromise to help fill the state’s budget hole; however, an increased revenue measure is doubtful. If, by chance, every state agency takes an equal hit, the reduction to OCCC will still be below the estimated 14% reduction.
- Amended Board of Regent’s Policy Section IV – 4 “Policy Type: Board-President Relationship: Grievances and Complaints Against the President.” – An acquaintance of Chair Glencross with a high level of legal expertise has reviewed the policy and initially thought the best course of action would be to make sure the policy was established procedurally properly. This is a question that would need to be brought to the Regents’ or Attorney General’s level. The Chair’s acquaintance also indicated there may also be a point of contention regarding a question of due process, but he will have to investigate further. The Chair reminded members that this is not a personal challenge to the president. Rather, it is an issue regarding the policy and its wording since it appears to be in contrast to our mandatory training regarding grievance filings – all non-President-focused grievances would be delivered to HR whereas those regarding the President would be delivered directly to him/her. The Chair next asked the members present their thoughts on how best to proceed at this time. While no official motion or vote was taken,

the general consensus among those members present was for the Chair to bring this up personally with the President during their next meeting before taking any further action.

- Salary increase information for HR staff – President Steward’s response. The President informed Chair Glencross that the information reported at the last Faculty Association meeting was in error. The apparent salary increase for individuals in HR was due to a paycheck processing procedure wherein individuals on biweekly pay received three biweekly payments at the end of the fiscal year. They are paid in this fashion to meet fiscal state accounting requirements. It has been found that other biweekly employees were also given such payments at the end of the fiscal year. However, first hand accounts from HR employee(s) shared directly with Chair Glencross indicated raises were given. The Chair will investigate further, either on www.openbooks.ok.gov or at the state level.
- Membership Drive – see #1 Welcome and call to order.
- Vacant Position Updates
 - Library Director: The Library Director position has been posted, and according to the new position description, the new Library Director will also serve as a part-time librarian. Kim Jameson, Associate-Vice-President of Academic Affairs will chair this hiring committee.
 - Vice-President of Student Affairs: The Chair is unaware if any action has been taken in HR to hire for this position, but Vice-President of Academic Affairs (VPAA) Greg Gardner has assured her that this position will be filled in the future.
 - Dean of EAH: Associate-VPAA Jameson will chair this hiring committee. It is unclear how the composition of the hiring committee will be determined, but Chair Glencross will seek clarification from the VPAA.
 - Director of Curriculum and Assessment: According to VPAA Gardner, interviews have begun for this position, but he cautioned that whoever is selected will have a steep learning curve in meeting OCCC’s specific needs with this position.

6. UnDivision Items:

- In the Division of Social Sciences, faculty members were informed that brochures will be created by each program, and that faculty will develop the interior content/verbiage, but PR will take over visual design. Only the Division of Health Professions was informed of a similar initiative at OCCC. The following was discussed in regards to this:
 - In the past, these brochures have not been perceived as effective.
 - A member from Health Professions indicated that a booklet has been created in their division.
 - At a Physical Therapy Assistant Program meeting today, VPAA Gardner indicated that heavy recruitment will be pushed in this program now.
 - Some members find the higher recruitment push puzzling in light of the fact that full-time faculty are not being replaced. In one division, 4 sections did/do not have instructors for the Fall semester, but the division was not allowed to hire a replacement for a retired faculty member. It is unclear how the administration expects Faculty to meet these higher enrollment goals when some areas cannot fill vacant positions.

- Bulletin Boards in the Arts and Humanities area have been cleared and now posting is prohibited. Faculty members noted that this makes area seem uninviting and un"academic."
- It was noted that in other areas, high visibility bulletin boards were removed to accommodate non-functional "huddle stations."
- Oklahoma Room: Recently remodeled with a reported cost of ~\$250,000 and potentially higher (funded by a private donor). Now, the room is apparently not as freely available to use as it had been in the past. For example, requests to hold accreditation meetings from the Division of Health Professions were denied.
 - A member pointed out that the procedure to request use of this room has been discussed in a President's Advisory Council meeting. To request use of the Oklahoma Room, staff and faculty must present, in writing, a proposal to their President's Cabinet member who will then move the request forward if the request is deemed appropriate. This procedure has not been made widely known.
 - Health Professions will be holding their SLPA hearing screenings in the Oklahoma Room.

7. Old business

- A. Raise resolution – A resolution has been drafted and shared with the Executive Committee; however, the version shared with the Executive Committee at the last meeting of that group did not have financial specifics. Chair Glencross now has those specifics and will bring a revised version to the next Executive Committee meeting before it is brought forward to the entire Faculty Association. In brief, the resolution asks for a stipend for both faculty and staff to be funded through a one-year suspension of 403(b) matching funds.
 - This one-year suspension of 403(b) matching will save \$847,000 for OCCC and the one-time, \$500 raise for each faculty and full-time staff member would cost \$257,000.
 - It is possible to request a \$1000/person one-time raise as well.
 - The Chair will share the resolution with any interested member before the next Faculty Association meeting. Please contact her if interested to review it. Also, members were encouraged to contact their Executive Committee representative to share their thoughts about the resolution.
- B. Intellectual Property – Angela Cotner will speak about this during October's Faculty Association meeting.
- C. Faculty Association Constitution – The Constitution has been updated on the Faculty Association website (<http://www.occc.edu/faculty-association/>) to reflect recently approved changes regarding the collection of dues.
- D. Service Learning Friday – A Saturday date for this will be announced in the future.

8. New Business

- A. Undocumented students – There are currently 183 undocumented students at OCCC, but it is unclear what number of these students are in DACA. It was noted that an undocumented nursing student finished the program with an invalid social security number, so was unable to earn her degree.
- B. SII Vendor Change – Dr. Janet Perry will be researching new SII vendors. Any members wishing to have input on that process are encouraged to contact Dr. Perry.

- C. Institutional Research Presentation Information:
<http://www.occc.edu/planningresearch/complete-college-occc.html>. Members are encouraged to review the above website for insight into what the driving forces at OCCC are/will be in the coming years.
- D. The Chair provided a personal email address for private communication regarding issues at the school: FAChair7777@gmail.com. If members are concerned to keep the information in their communications 100% private, they are encouraged to use a non-OCCC email address and to only email from off-campus.
- E. Chair Glencross indicated the VPAA Gardner is willing to entertain resolutions to suspend professional development plans and printing approval requirements. The Chair will have resolutions regarding these two items at the next Executive Committee meeting, and if moved forward at that meeting, they will be brought forward to the entire Faculty Association for deliberation.
- F. The lease for the Plaza Mayor location for the Professional Development Institute (PDI) balloons ever year, so the school is looking to move the PDI back to the main campus. It will likely be housed where the former Aquatic Center is located, and the renovation for this change will likely have to be done in phases.

9. Other matters – The Chair gave door prizes.

10. Adjournment. A member moved to adjourn the meeting and another member seconded. The meeting adjourned at 1:21pm.