

Voice

Faculty Association Bulletin

October 2016

Oklahoma City Community College

Oklahoma City Community College
Faculty Association General Meeting
Tuesday, October 25, 2016 3N0 Main Bldg.
12:30 - 1:15 pm

1. Call to Order – Gwin Faulconer-Lippert, Chair
Meet the New Faculty and their Mentors
Meet the Staff Member of the Month
2. Minutes Update – Fabiola Janiak-Spens
3. Treasurer's Report update – Mary Ahonsi
Scholarship Fund: \$7,222.88
Operating Fund: \$8,401.24
Ray McCullar Fund: \$6,483.45
Paid members: 42
Pay Your Dues now \$10! Drawing for gifts TODAY!!!
4. Guest: Dr. Lisa Fisher, Vice President for Enrollment and Student Services
Advising plans and procedures
5. Chair Report – Gwin Faulconer-Lippert
6. Old Business
 - A. Fundraising for Student Scholarships – Dana Glencross

B. Membership dues collection – Mary Ahonsi, (please see below)

7. New Business concerns:

A. Guest Speaker ideas

B. Other business

8. Drawing for Gifts

9. Guess the faculty member who...

Re: 6B Cash collection proposal for Faculty Association

Below are some proposals to implement internal control in the cash collection process.

_The parliamentarian collects membership dues and issues receipt immediately to Faculty Association members. The receipt should specifically note if cash or check was received.

_Two people should count the cash and check amount and complete a “Dues Collection Count Sheet”

_The cash should be deposited at the bank in a short period, and recorded in the Treasurer’s financial documentation.

_A periodical review should be done to ensure the amount deposited in the bank (from the bank statement) matches the “Dues Collection Count Sheet”

_The Treasurer should include supporting documentations (like financial statements) when submitting the Treasurers report to the Secretary

Respectfully submitted by Mary Ahonsi

FA Treasurer

Executive Committee members:

Brent Noel, Arts; Jenean Jones, Business; George Risinger, Chemistry and Biological Sciences; Angela Cotner, English and Humanities; Reeca Young, Health Professions; Al Heitkamper, Information Technology; Rachel Butler, Library; Tad Thurston, Mathematics, Engineering, and Physical Sciences; John Ehrhardt, Social Sciences; Gwin Faulconer-Lippert, Chair; Dana Glencross, Chair-Elect; Fabiola Janiak-Spens, Secretary; Mary Ahonsi, Treasurer; Jay Malmstrom, Parliamentarian; Ginnett Rollins, Past-Chair

**Minutes Faculty Association Meeting
Tuesday, September 27, 2016**

The meeting was called to order by Dana Glencross at 12:35 p.m.

1. Two of the new full-time faculty members were introduced by their mentors:
Mary White – Professor of Occupational Therapy
Melissa Leon Guerrero – Professor of Business
2. Minutes August 23rd were approved.
3. Treasurer's Report was presented and approved, as of September 27, 2016:
Scholarship Fund: \$7,222.88
Operating Fund: \$8,356.24
Ray McCullar Fund: \$6483.45
Paid members: 37

An appeal was made to recruit more faculty as members to be a stronger representative voice of the faculty. There are about 140 full-time faculty at OCCC.

4. Guest: Nicholas Webb, Communication Lab Supervisor. He gave a presentation about the role and available services of the communication lab and stated that he and his colleagues are looking forward to work with the faculty and their students. Please contact him any time in the lab or through email: nwebb@occc.edu.
5. Chair Report:
 - a) Search for VPAA is progressing, a second interview with a potential candidate is underway.
 - b) OCCC main switchboard operation: After contacting Lisa Fisher and also speaking with President Steward about our concerns, OCCC's main phone line is now being answered by a regular/real person again.
 - c) Returned funding from state: OCCC will be reimbursed about \$0.5 million. President Steward told the Chair that these funds will not be used for the FACE center fines. Chances for a raise for faculty are slim, as another midyear

adjustment may take place. Returned funds will be placed into contingency fund. He also stated that Higher Ed is continued to be viewed as bad/nonrelevant by our elected officials (the legislators), and that they carry the idea that Higher Ed can support itself by raising their own operating funds. Dana urged all faculty to contact their State Senator and Representative and talk to them about the role of Higher Ed and OCCC in particular.

- d) Regents luncheon: President Steward supports the idea and will work with Professor Rollins on making this event happen in the spring.
 - e) Fundraising idea: President Steward liked the idea brought forward by Professor Glencross, but also recognized that there are legal challenges. He asked her to work on a business plan, which she has agreed to do.
6. Old Business:
- a) Fundraiser for Student Scholarship: see 5E above, will move forward.
 - b) Spring Regents Luncheon: see 5D above.

7. New Business:

- A. Membership dues collection: The proper procedure for collecting dues, banking, and recording funds was explained by the treasurer. The faculty association by-laws will have to be changed to reflect the proper procedure. Professor Ahonsi will write up the change, the Chair will then send the proposed changes to the faculty for consideration. The faculty will then vote on the changes during the October meeting.
- B. Guest speaker: October meeting: Beth Lott

Other New Business:

- C. It was reported by a faculty member that during a recent visit by high school students to OCCC they were not made welcomed. There were reportedly issues with bus drop-off and cafeteria visits.
- D. A faculty asked a question about the Fair Labor Standards Act. It was reported that the President will be giving the college and update. So far he stated that it will not result in any cost to the college.

Adjourned at 1:18 pm.

Respectfully submitted: Fabiola Janiak-Spens