

Faculty Association Minutes

January 27, 2026

Zoom (Virtual Campus Operations – Inclement Weather)

Meeting was called to order at 12:32 PM

1. Welcome from Faculty Association Chair, Professor Donald Ross (BIT)
2. Staff Award
 - a. Presented to Center for Learning & Teaching
3. Approval of November 2025 meeting Minutes
 - a. Passed with the following votes:
 - i. Yay – 33
 - ii. Nay – 0
 - iii. Abstain – 0
4. Treasurer Report (Paul Buckelew)
 - a. Membership – 62 paid members currently
 - i. Reminder that dues are \$10 annually (not per semester)
 - b. Balances
 - i. MidFirst Operating Fund
 1. \$9581.40
 - ii. Endowed Fund: \$14,896.08 (9/30/24)
 1. Updated Expendable (Scholarship) Fund: \$11,317.11
 - c. Approval of Treasurer Report
 - i. Yay – 31
 - ii. Nay – 0
 - iii. Abstain - 0
5. Scholarship Committee
 - a. Considering alternative Spring fundraiser in lieu of Silent Auction. If anyone has any ideas or input, please contact Sarah Baker.
6. OCCC Food Pantry/Clothing Closet Drive
 - a. Based on need, this will focus on hygiene products.
 - b. The drive will run until the March Faculty Association meeting.
 - c. Each Division will receive boxes to fill with hygiene products. Each filled box will result in one entry into a drawing for a Division prize (perhaps something along the lines of a traveling trophy).
 - d. An email with details will be sent soon.
7. Chair Report
 - a. President Meeting (12/10/25)

- b. VPAA Meeting (12/2/25)
 - c. Board of Regents (1/12/26)
 - i. OCCC is in the process of signing a transfer agreement with University of Phoenix.
 - ii. Open Educational Resources (OER) have so far saved students \$1.5 million in textbook costs.
 - iii. At the winter 2025 pinning ceremony, 189 nurses were pinned - the largest group in OCCC history.
 - iv. Social Sciences Division is in the process of adding a criminal justice certification.
8. Open Issues
- a. Service Year Recognition
 - i. HR is working on updating this process for faculty, as years of service can be out of alignment with fiscal year.
 - b. Early 8-week/Late 8-week sequential courses
 - i. If a student fails an early 8-week class but is already enrolled in the next course in sequence in the late 8-week term, then this creates an issue of needing to be withdrawn from the late 8-week course. (Example – ENGL 1113 in early 8-week and ENGL 1213 in late 8-week)
 - ii. Chair Ross raised a concern with VPAA Largent regarding the efficacy of EAB to try to prevent this situation. VPAA Largent is currently looking at the number of students affected.
 - iii. It was shared in the meeting that this has historically been a manual process carried out by the Registrar and has not been problematic for them based on numbers. A suggestion was made to potentially invite the new Registrar to a future meeting.
 - c. 16-week mid-term grades
 - i. Early 8-week grade submission, 16-week mid-term grade submission, and late 8-week never attended submission all happens in a short period of time. VPAA Largent is looking into the possibility of pushing 16-week mid-term grade submission into the 9th week of the semester.
 - d. Spring/Summer Closures
 - i. Requesting advanced notice on campus closures not listed in the Academic Calendar. For example, when will the college close to observe Juneteenth (falls on a Friday, and we are closed on Summer Fridays) and July 4 (falls on a Saturday)?
 - ii. Summer Fridays – campus will continue to be closed for cost savings. Based on faculty request, Chair Ross will ask VPAA Largent about the

possibility of staying open on the Friday before the Summer term begins and the first Friday of the Summer term to accommodate students getting everything figured out with technology, enrollment, withdrawal, etc.

e. President Recognition

- i. Faculty members suggested a thank-you card for the President (to be given at a Board of Regent's meeting) to express appreciation for the recent cost of living increase and stipend before winter break.
- ii. Chair Ross will reach out to Marketing to inquire about creating an oversized thank-you card to be signed by faculty that would like to participate.

9. New Business

a. SPARC Child & Family Informational Fair

- i. Thurs. 1/29 @ 11 am – 1 pm in OCCC Rec & Fit Basketball Gym
- ii. For parents & caregivers to learn about resources for caregivers, children, and families.
- iii. Registration is not required.
- iv. Faculty are encouraged to share this info with students
 1. Reach out to Professor Angela Cotner if you would like an informational graphic to place in your Moodle courses and/or to email to your students.

b. A faculty member expressed concern about the lack of clear expectations for students, faculty, and staff in weather related campus closure notifications.

- i. Suggestions for requested information include:
 1. whether employees are/are not expected to work virtually
 2. whether faculty are/are not expected to present content online and hold office hours virtually
 3. whether students are/are not expected to log in to complete work virtually
 4. If there is a delayed opening, what time classes begin. (For example: Campus will open at 10 am. Classes begin at 10:30 am. Any class that normally starts before 10:30 am is canceled.)
- ii. Another faculty member raised the question: In the first week of a semester, is there a way to continue administrative operations virtually?
 1. A faculty member shared that late enrollment was signed off on Friday but the student was not admitted to the class until Tuesday because of closures without virtual operations in the first week of the semester.

- iii. Chair Ross will bring this to VPAA Largent at their next meeting.
- c. IAPC meeting next week to discuss:
 - i. Faculty Handbook – Clarifying office hours, service hours, adjunct office hours/on campus availability, Moodle minimum requirements, incompletes, and grade changes.
 - ii. If any faculty have input they would like to share, they are encouraged to reach out to their IAPC representative or email Jennifer Ball as soon as possible.

10. Meeting adjourned at 1:16 PM