

Instructional Council Meeting

Minutes of February 7, 2008

The Instructional Council met on Thursday, February 7, 2008 on the Ozarka College campus in Melbourne. Members present were Mike DeLong, Kathryn Langston, Mary Ellen Hawkins, Michael Orf, Judy Cannady, Ruby Johnson, and Trish Miller sitting in for Wayne Wilson, Gin Brown and Karen Overturf. Absent were James Spurlock and Rex Whitfield.

Mike DeLong called the meeting to order at 8:30 a.m. Minutes of the last meeting were reviewed. Motion was made by Ruby Johnson to approve minutes as written with a second by Kathryn Langston. Minutes were approved.

Semester “How goes it”—

- How often to do the “Early Alert” forms – about every 3 weeks or so
- Faculty Appreciation Dinner – how to get adjunct faculty more involved

Catalog Update—

- Catalog should go to the printer soon

Weather and classes—

- It is NOT faculty’s call to cancel classes due to weather; the President makes the call as to whether or not to cancel school. If school is in session, classes are to be held.
- It is also NOT faculty’s call to cancel classes due to illness, etc. That call is to be made by the VPAA. The President wants these classes to be covered by other faculty when possible. We need to get better control on how these issues are to be dealt with.
- With severe weather, such as the tornado this semester if you have compressed video classes and your campus has no power, go to another campus, have class and then work with students that missed because of weather.
- Mountain View campus is being treated like any other winter weather closings – one day at a time
- Several members of staff, faculty and students are organizing donation drives, and clean-up crews to help in the Mountain View and Ash Flat/Hardy areas destroyed by the recent tornado.

Professional Reviews—

- Everyone is to contact Karen Overturf to set an appointment for their Professional Review
- Mike DeLong will be visiting classrooms at random for classroom assessments
- Deadline for Professional Reviews is March 1

Budgets—

- Need all documentation soon
- Be sure to add travel for department
- Make sure it’s tied in to strategic plan
- Deadline is March 1

Schedule—

- Everyone was reminded to have their first draft of the fall schedule to Karen Overturf by February 18

Advising—

- Working on better aligning students with advisors. Ron Helm will no longer be advising in general.

Communication—

- Some faculty members met with Dusty Johnston and Mike DeLong about the roles of faculty council and the curriculum committee. There are members of the faculty council that do not understand the curriculum committee process. There needs to be better communication within the faculty. One of the first steps for this is for all faculty members to get the minutes of the Faculty Council meetings after each meeting.

Roundtable—

Gin Brown-

- Reports that the electricity is still out in Mountain View after the tornado of Feb. 5. There was no damage to the Mountain View campus. One of the Foundation Board members, Jane Shipman, had her home destroyed by tornado
- Reports that Samantha Thornsberry is doing better after some health issues
- Will be attending and presenting at the SACRO Regional meeting February 9-13
- Will be attending a CODA (Craft Organization Development Association) in April
- Reports that there is a possibility that we may have new adjunct instructors for Psychology, Fundamentals of Arithmetic, and English for the Mountain View campus. Marva Anderson will be retiring this year.

Kathryn Langston-

- Reports that she has had a couple of students devastated with life problems that she feels she's not qualified to help. She tells us that Ron Helm is a certified counselor and that if we have students needing to talk about problems that we should send them to Ron.

Ruby Johnson-

- State Board of Nursing is okay with having to move nurses due to the tornado
- Classes at Ash Flat yesterday (day after tornado) - 10 out of 20 nursing students showed up for class
- Gave a report on the tornado damage in the Ash Flat/Hardy area

Mary Ellen Hawkins-

- Gave a report on a Web Conference that she had attended
- Looking at investing in E-reference books; it would be available to all 3 campuses

Judy Cannady-

- Gave a report on Bettie Estes and her family. They lost their home in the tornado at Ash Flat.

The meeting was then adjourned at 10:00 a.m.

Minutes respectfully submitted by:

Karen Overturf