

**Ozarka College**

**Faculty Council Committee Minutes**

**February 27, 2009**

- I. The meeting was called order by Jeremy at 10:15 am in H113. Members present were Tracie Morris, Stephen Baltz, Jeremy Nicholson, Mary Ellen Hawkins, Brad Holloway, Chris Lorch, and Trish Miller. Also in attendance were Dr. Michael Delong, Joan Stirling, and Bettie Estes.
- II. Minutes from the previous meeting were presented for approval. They were unanimously approved.
- III. Old Business
  - a. English Faculty still working on the writing rubric.
  - b. A universal attendance policy is still being worked on. Concerns are that a universal attendance policy would have to be very general because of the diversity of course content, course objectives, teaching styles, learning styles, and program objectives.
    - i. Suggestions
      1. Delong – make it mandatory to take roll
      2. Miller – send a letter if students miss X number of days
      3. Bettie – taking roll should be at instructors discretion
    - ii. Recommendations
      1. Look into electronic rosters (MyOzarka)
      2. Draft a general attendance policy
- IV. Committee Reports
  - a. Curriculum:
    - i. Cheri Mckee-Mcswain has agreed to be chair of this committee as long as she has a co-chair to help her
    - ii. Questions about Introduction to the Internet and Introduction to Microsoft Office (approved Fall 2008)
    - iii. Intermediate Painting for Non-Majors, Introduction to Criminal Justice, and Introduction to Social Work approved.
    - iv. Nursing Clinical Experience II (Melbourne Campus) and Nursing Clinical Experience III (Melbourne Campus) changes approved

- v. Curriculum submitted changes to the College Success class for discussion. These changes were not approved by Curriculum Committee. Joan Stirling discussed the need for changes.
  - 1. Concerns and recommendations
    - a. Course needs to be made general for all students and programs
    - b. Will the course be transferable; ACTS version still being worked on
    - c. According to Dr. DeLong, the new version of the class will be a dual effort of the Office of Academic Affairs and the Office of Student Services
    - d. Faculty Council recognizes potential needs for changes in the course but has concerns about specific changes. Recommends Curriculum Committee addresses faculty concerns when revising and approving the new College Success proposal.
  - b. Student Affairs: Feb. 6 2009 Student Affairs Committee meeting minutes discussed
  - c. Professional Development: Discussion of Neil Pagano's visit
- V.** New Business
  - a. Faculty of the Year selection guidelines – tabled
  - b. Early Alert Form revision – should it be simpler?
    - i. See attendance discussion
    - ii. Look into electronic version (MyOzarka)
- VI.** With no further discussion, the Council adjourned at 11:30. The next Council meeting will be March 13 at 10:00 in the CV rooms of each campus.

Respectively Submitted,  
Jeremy Nicholson, Chair

Transcribed and Adapted from notes taken by Tracie Morris