

**Ozarka College**

**Faculty Council Committee Minutes**

**January 23, 2009**

- I. The meeting was called order by Jeremy at 10:05 am in MV101. Members present were Brad, Cindy, Trish, Jeremy, Stephen, Chris, Mary Ellen and guest, Michael Orf.
- II. Minutes from the previous meeting were presented for approval. They were unanimously approved.
- III. Old Business
  - a. Changes are being made to the General Educational Outcomes as recommended by JoAnna Fulbright, English Instructor and reorganized in order of importance. These outcomes may be viewed in an email of 01/08/09 by JoAnna.
  - b. Diversity statement was accepted by the Council.
- IV. Committee Reports
  - a. Curriculum: No report.
  - b. Student Affairs: No report.
  - c. Professional Development: Announcement was made of Dr. Neil Pagano to be here February 12 and 13 to meet with all faculty and administration.
- V. New Business
  - a. Ozarka-wide rubric for writing and speech classes is currently being worked on.
  - b. Attendance/Make-up Policy: Extensive discussion was conducted with the following issue being pinpointed by the committee: Instructors need own policy, but also need some structure in those unusual cases when outside input is needed.

Three recommendations were made: 1) each council member to talk with divisions for their input and report back, 2) Jeremy to speak with Dr. DeLong regarding whether to put in upcoming catalog or wait until next week, and 3) Jeremy will draft a policy after hearing back from the council members.

- c. Finance office drop-day concerns: Only 16 students were dropped from rolls due to lack of financial arrangements. Trish also discovered that letters are sent to the student prior to drops and their seat in class is held until the finance office hears from the student. Concerns over this issue were dismissed due to the above reasons. Reminder that Jan 26 is 11<sup>th</sup> day reporting for ADHE.
  - d. Cindy expressed concern over textbook ordering and delivery to outlying campuses. This will be followed up at a later time.
- VI.** With no further discussion, the Council adjourned at 10:55. The next Council meeting will be February 13 at 10:00 in the CV rooms of each campus.

Respectively Submitted,  
Cindy Conley, Secretary