

HEALTH PROFESSIONS DIVISION MEETING MINUTES
October 2, 2007, 12:30 p.m., 1N1-1N2

Present: EMS: Harvey Conner, Brent Stafford, Bruce Farris,
Leaugeay Barnes

NUR: Linda Cowan, Jackie Frock, Carol Heitkamper,
Monica Holland, Valerie McCartney, Cindy Neely, Terri
Walker, Susan Mann, Gina Edwards, Kay Wetmore,
Debbie Myers, Beverly Schaeffer, Karen Jordan, Judy
Martin, Cindy Williams, Stephanie Wallace, Rosemary
Klepper, Michael Cole, Chris Young, Susan Huffstutler,
Judith Martin,

OTA: Tom Kraft, Reeca Young

PTA: Vicky Davidson, Jennifer Ball

STAFF: Dr. Jo Ann Cobble, Shelly Tevis, Martie Collin
Sherri Givens, Mary Gundlach, Lloyd Kingsbury

ADVISOR: Claire Echols

LIBRARIAN: Linda Boatright

ABSENT: Mary Holter, Robin McMurry

Held office open: Debby Martinez

Jo Ann Cobble called the meeting to order.

1. Celebration!

Jo Ann announced that we have hired Karla Schenk as the newest Nursing faculty. She will start work on October 15, 2007.

Everyone acknowledged the birthdays for this month with applause.

Cindy Neely, 3rd
Carol Heitkamper, 9th
Linda Cowan, 9th

2. Congratulations to Reeca Young and Kay Wetmore. They have been chosen for induction into the OCCC Alumni Hall of Fame.

3. Achieving the Dream, Focus Group

The following faculty agreed to serve on the faculty and staff focus group.

Leaugeay Barnes
Carol Heitkamper
Terri Walker
Reeca Young
Valerie McCartney – Alternate

Jo Ann asked that they get with her after the meeting as she has some possible meeting times. The reason we have an alternate is in case someone cannot make the meetings due to class schedules.

4. Development Plan Meetings/Appraisal Meetings Scheduling/Comments

The Development Plan Meetings are almost complete. The Appraisal Meetings will occur in February. Jo Ann will post the sign-up schedule by the time we have the first division meeting in January.

Reminder: As you do things at the college such as special projects or special meetings, etc. be sure and file them in your appraisal file.

5. Centennial Mosaics Project, dedication tomorrow at 10:30

Mary Ann Moore was the lead mosaicist and project director. The actual design was created by Carolyn Farris. The 1,150 square foot mural includes more than 600-thousand hand-made tiles featuring Oklahoma's native heritage, landscapes and wildlife.

6. Textbook Reminder, Faculty Selling Directly to Buyers

The textbooks that you receive as desk copies are not to be sold to book reps for money. If you are approached by a book rep you must notify Safety and Security. You may donate them for a book sale to benefit students such as student scholarships.

7. Strategic Plans

Jo Ann and the Program Directors have been working diligently on the plans. They will pull everything together into a division plan, they will rank all requests. Jo Ann will carry them forward to Dean's Council where they make one list for Academic Affairs. The three areas in which requests can be made: personnel; student technology fees; E & G budget. If anyone needs a new computer and has not told your Program Director please do so. There is no longer the automatic three year update. If approved they would be ordered in January 2009 with the delivery in January or February.

8. Institutional Review Board (IRB)

The board meets the second Friday of every month. Everything you submit must be sent electronically to Janet Perry two weeks prior to the meeting. Janet will then submit it to the members. You must go through this process if you are going to publish or do a poster presentation, etc.

9. Curriculum Proposals Due to Dean October 11

There are two curriculum proposals coming through at this time. They are Nursing and PTA. Nursing is looking at changing some of their general education courses. PTA is looking at starting a part time track which would start January 2009 and run for three years.

10. Drug Testing Update

There were four students who were unable to progress due to the testing. They may reapply or reenroll depending on the program guidelines. If they have a second positive then they are out of the program.

11. Committee Reports

Jo Ann handed out the Health Professions Institutional Committee Assignments for FY 2008.

Benefits Committee - Jo Ann Cobble: The committee will be reviewing insurance carriers this year.

Leadership Task Force – Tom Kraft: The committee will meet next week. The Achieving the Dream coach will share information with everyone who is on the leadership group and who is in the data team group. The data team will be collecting data regarding the areas that the Achieving the Dream will focus on. They will then share it with the leadership group which will have representatives from throughout the college.

IT Academic Advisory Meeting – Deborah Myers: The committee met last week. Citrix installation is underway with Thin Client installed in the registration area and math lab with an additional two to be installed in the computer lab in the Library. We are currently in a testing phase for the Thin Client. In the future we may possibly look at converting some staff computers as well.

Angel update:

The faculty pilot group completed their Angel training on September 28th. The pilot group will be working on their individual courses as well as a standardized template for all OCCC home pages. IT is also looking at the implementation of XEI which is an intermediary between Angel and Datatel. More information to follow on this process.

IT is looking at late January or early February to start the training sessions for the remaining faculty. The master course, one approved by the course coordinator, will be used to set up a shell. This will allow IT to copy the master course each semester where the course materials are standardized. Faculty teaching the individual sections can then customize to their own specifications.

Faculty Association Scholarship – Susan Mann: Susan Mann reminded everyone of the upcoming garage sale and Health Fair on October 19th and 20th. They still need lots of items to sell. If you have anything to donate please try to bring it on the 18th. Anything leftover will be donated to the Salvation Army.

Library – Linda Boatright: On Friday, October 26th and 27th the Keith Leftwich Memorial Library presents the “OCCC Film Showcase – A Celebration of Oklahoma” in the OCCC College Theater. On Friday there will be two documentaries by well-known Oklahoma filmmaker Bradley Beesley: at 5:30 *The Creek Runs Red* – about Picher, Oklahoma—Superfund site, at 7:30 *Fearless Freaks*—Rockumentary about The Flaming Lips, and at 9:30 Student Films. On Saturday at 4:30 *Cimarron*—1931 Academy Award for Best Picture about the Oklahoma Land Run will be shown. It is by Elizabeth Anthony, author of *Reel Classics, History of Oklahoma in Film*. At 7:00 *Oklahoma!* will be shown. Sing-A-Long and costumes are optional. Bert Fink, Vice President of Communications for The Rodgers & Hammerstein Organization, will be here.

Faculty Development Committee – Vicky Davidson: They had an organizational meeting when they met. Chris Verschage is the new chair of the committee.

Global Education Committee – Reeca Young: The committee reviewed the results of the Spring assessments. Jo Ann reported that there were two parts. The first part was a series of questions that the students responded to such as “have you been exposed to a foreign country?” The results were very high in

terms of global exposure. The other part consisted of an essay question. This was not as successful as some students only wrote one sentence and then turned it in. There were a number who did not turn it in. Since this is the first time we have done this we have nothing to compare it to.

As May Occur

Jo Ann announced that the Higher Learning Commission, of which our branch is North Central, was on campus last week and approved OCCC for all online degree programs.

Jo Ann reported that our \$150.00 shredder has been abused and is not working. We might be able to purchase another one but if it gets abused and quits everyone will have to collect their shredding to be picked up only two times per year.

Oklahoma Healthcare Workforce – Rosemary Klepper: *Best Practices in Expanding Educational Capacity* was held September 19th. *Retaining Oklahoma's Health Care Workers: Best Practices* is scheduled for October 30th. *Best Practices in Educational Simulations* is scheduled for May 21st in the Library.

Jo Ann reported that Academic Affairs is working on the Acceptable Use Policy.

One of the Global Initiatives is that we are trying to recruit more foreign students. IT has blocked any international e-mails from being received at the college. They cannot even access our home page.

Lloyd reported that on Thursday night a play is being presented called *Piece of My Heart* which is about 24 women who served in Viet Nam. The book is excellent.

The meeting adjourned at 1:21 p.m.