

DIVISION OF BUSINESS
DIVISION MEETING
April 4, 2006

TIME AND PLACE OF MEETING

The meeting was held in room 2N2 at Oklahoma City Community College on April 4, 2006 at 12:30 p.m.

THOSE IN ATTENDANCE:

Dr. Jim Schwark, Lisa Adkins, Gyanendra Baral, Myra Decker, Kayla Fessler, Jason Ferguson, Larry Grummer, Jenean Jones, Dr. Marty Ludlum, V.J. Ramachandran, Joseph Ramsey, Ron Summers, Gary Tucker, Anita Williams, Kristi Fields, Linda Gutterman and Shirley Crosby.

Dr. Schwark opened the meeting asking Jenean Jones to talk about changes to the Medical Transcription program.

Jenean Jones said that AOT faculty have worked with 4 experienced medical transcriptionists from the Oklahoma City area to try to change the Medical Transcription curriculum so that our students are more prepared to get a job, and eventually be prepared to take the medical transcription certification test upon graduation.

Dr. Schwark mentioned our Business student, Rocky Chavez, whose picture was in the paper after he ran with an idea formed by Tra Pippin's Entrepreneurship class. Dr. Schwark continued saying that Tra Pippin has connections to the Chamber of Commerce who is very interested in working with the division to host meetings and possibly have faculty make presentations.

Dr. Schwark mentioned vacancies on several committees. He said that he would be e-mailing a list of those committees and meeting times to faculty. He said anyone interested in serving should talk to him in the next month.

Kayla Fessler talked about changes in SII questions that were brought by Dean's Council to the Faculty Development Committee. There was some open discussion about the questions and faculty involvement.

Myra Decker reported on Curriculum Committee saying that the committee has concerns about a possible new list of General Education Competencies that would end up affecting our A.A.S. degrees.

Kayla Fessler reported on the Online Task Force Committee saying that they are reviewing the recommendations from the task force of 2002. All of their recommendations were to be considered a "draft" which would be tried for one year. The task force has recommended that the online office hours section be made permanent and is currently working on the "online course development/significant revision compensation recommendations".

Dr. Schwark talked about fall syllabi saying that he will be e-mailing a check list for things that need to be included.

Myra Decker said that the video of Ambassador Core's lecture is available for viewing in the Accounting Lab.

Myra Decker also expressed concerns about students who had not received an invitation from Dell for the meeting being held April 5. She said that students must have an invitation from Lea Ann before attending.