

DIVISION OF BUSINESS
DIVISION MEETING

April 3, 2007

TIME AND PLACE OF MEETING

The meeting was held in room 2N2 at Oklahoma City Community College on April 3, 2007 at 12:30 p.m.

THOSE IN ATTENDANCE:

Dr. Jim Schwark, Gyanendra Baral, John Boyd, Myra Decker, Kayla Fessler, Larry Grummer, Jenean Jones, Dr. Marty Ludlum, Vijay Ramachandran, Rich Steere, Ron Summers, Gary Tucker, Anita Williams, Julie Young, Kristi Fields, and Melissa Aguigui.

Dr. Schwark opened the meeting asking for faculty input on the Early Warning System form that was passed out.

Dr. Schwark said that the division is working on getting a press release on the presentation that Sergey is doing in Russia.

Dr. Schwark mentioned the possibility of a coffee kiosk being added on the first floor of the main building, adding that there have already been concerns over the potential noise distraction.

Dr. Schwark said that chairs will be here on Wednesday. We may have to wait a couple of additional days due to the amount of furniture that building services is putting in the SEM center. He also said that Physical Plant has surveyed classrooms and identified broken chairs with the intention of replacing the ones that are broken.

Dr. Schwark reminded faculty of the following:

Textbook orders are due by this Friday, April 6th.

Initial Attendance Reports for Mid-Spring Semester classes are due next Tuesday, April 10th.

New adjuncts need to get the Sexual Harassment Prevention training completed.

Dr. Schwark encouraged faculty to stop by the College Union to see the information on display for Assessment Week.

Myra Decker reported on the Benefits Committee saying that the committee has decided to look at proposals for health and dental care every 3 years. The committee has passed a recommendation to Dr. Sechrist that the college be more serious about employee wellness. She also said that it is the Benefit Committee will produce a document for employees entailing information about the committee's recommendations.

Kayla Fessler reported on the Online Task Force saying that there will be a new platform for online classes by January, 2008. She said that there will be training on the new platform during the fall of 2007.

Myra Decker said that many of her advisees have come to her with concerns about courses only being offered online. There are some that prefer lecture classes for various reasons.

Dr. Schwark responded saying that we need to work on a pattern for offering online and lecture classes so that these students will have an opportunity to take a lecture class.

Jenean Jones passed out a draft for a new procedure that would raise the faculty work load from 21.5 hours to 23 hours to accommodate for those wanting to teach the new Success in College and Life course. There were some concerns expressed that this might make 23 hours the norm and several in the division suggested a wording change to specify that the increase in hours would be for only those who will be teaching the new course.

Dr. Schwark reported that the budget is still being worked on, and there is no word yet as to what the budget will be.

Dr. Schwark said that the college is looking for representatives to look at applications for the Presidents Award for Excellence.

Dr. Schwark asked faculty for feedback as to what they will need on their grade sheets. He said that input can be e-mailed to him.

The meeting was dismissed at 1:20 p.m.