

DIVISION OF BUSINESS
DIVISION MEETING
May 2, 2006

TIME AND PLACE OF MEETING

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

THOSE IN ATTENDANCE:

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

Dr. Schwark opened the meeting by reminding faculty that tuition fee waivers are due on May 12th, and also mentioned program outcomes and output analysis.

Dr. Schwark gave a report on summer and fall enrollments saying that 38% of the summer seats have been taken, and that 22% of fall seats are taken.

Dr. Schwark asked for committee reports.

Anita Williams reported that IAPC would be holding their last meeting this Thursday, May 4.

Dr. John Boyd reported on the benefit's committee saying that they had sent 5 recommendations on, and that he would be e-mailing a list of the recommendations to faculty.

Lisa Adkins asked for participation in the Make-It, Bake-It Sale, saying that it would be held tomorrow, May 3rd, from 9:00 a.m. – 4:00 p.m., and that they would need plenty of baked goods for the sale.

Dr. Schwark provided faculty with a sheet that gave numbers on majors in our department. It was mentioned that we will no longer offer the Accounting Tech, Accounting Assistant, or Financial Service degrees, but that consistently enrolled, declared majors have 2 years after the programs were taken out of the catalog to finish them.

Dr. Schwark gave faculty a list of items that were to be included on syllabi beginning with the fall semester.

Myra Decker asked about business cards with new e-mail addresses and logos on them. Dr. Schwark said that we will order them as soon as we know what the front is to look like.

Dr. Schwark asked that faculty fill out Record of Industry Visits any time faculty go out and visit with local businesses about our programs.

The meeting was dismissed at 12:20.