

DIVISION OF BUSINESS
DIVISION MEETING
May 4, 2004

TIME AND PLACE OF MEETING

The meeting was held in room 2N2 at Oklahoma City Community College on May 4th, 2004 at 12:30 P.M.

THOSE IN ATTENDANCE:

Dr. John Boyd, Myra Decker, Kayla Fessler, Ziayien Hwang, Jenean Jones, Dr. Marty Ludlum, V. J. Ramachandran, Joe Ramsey, Dr. Jim Schwark, Ron Summers, Anita Williams, Gary Tucker, Kristi Fields, Larry Grummer, Jason Ferguson, Rich Steere, Linda Cogeshall, Shirley Crosby, and Bert Chesterfield.

Dean Schwark opened the meeting saying he was surprised at how many are already enrolled for summer. He said that 50% of the seats were filled for the summer semester, and 20% of the seats are filled for the fall semester. He also stated that we have seen a 40% increase in the number of sections from last fall to this fall.

Dean Schwark also shared other percentages saying that 65% of our advisees are in an A.S program, 20% are in an A.A.S. program, and 8% are getting a certificate.

Dean Schwark said that we are still waiting to hear from OCU on an agreement that will apply to A.S. and A.A.S programs. OCU will accept a minimum of 61 hours and a maximum of 84 hours, making this a better transfer than UCO.

Dean Schwark told the division that we are also talking with Buddy Gaster and David Conway about Business programs in addition to the Aviation Management program.

Dean Schwark reminded everyone that tuition fee waivers are due Tuesday. There are 60 credit hours that we can give out.

Larry Grummer introduced Bert Chesterfield to the division. Bert is a full time instructor with Southeastern, and is retired from the FAA. Bert has an office in 2R4 where he will answer questions about our Aviation Management program.

Joe Ramsey asked about enrollment for Aviation Management. Bert answered by saying that enrollment hasn't started, but that there were many calls from the FAA about the program.

Dean Schwark said that we're trying to arrange a meeting with different departments here at the college to discuss what can be done to make a seamless arrangement for students in the Aviation Management program. He also said that we have asked Southeastern to survey their students about classes that they might need from us.

Larry Grummer talked about Automotive Management saying that there is a lot of support for the program, and that he's found out several interesting things about the automotive field in recent meetings. Total annual sales for new vehicles add up to \$8.4 billion, which accounts for 25% of all retail sales for the state of Oklahoma. Also there are 14, 000 Oklahomans employed by the industry with an average

annual salary of \$36,000, making the industry's annual payroll \$310 million. Larry stated that we have sent a proposal to the Board of Regents regarding an A.S. and an A.A.S. in Automotive Management.

Dean Schwark stated that there are 6 Aviation Management majors as of right now, but that we've advised the students interested in the program to not declare a major until they change it from Diversified Studies to Business, with an emphasis in Aviation Management.

Dean Schwark told the division that all committees are filled with the exception of the curriculum committee that meets once a month on Thursdays at 3:00 p.m. The committee does not meet when there's not business to discuss.

Lisa Adkins asked for input from the division about online accessibility of faculty, saying that there was discussion about having faculty update their own web pages within 3 to 5 years. There were many concerns about faculty not having enough time to do this. Any concerns about this can be taken to Lisa Adkins.

Gary Tucker talked about the Presidents Advisory Counsel saying that they had discussed spam and pop ups in the meeting, and that there was a program installed in April to reduce both by 42%. He said that they discussed renovations to the second and third floors, and are planning 3 new classrooms for the second floor, and 4 new classrooms for the third floor.

Dean Schwark told the division that he had put our budget in, and that it was up 11%. He foresees it being approved. He also said that we are doing well on this year's budget.

Dean Schwark said that there are talks about reassigning classrooms so that divisions with small classes have smaller rooms, and divisions with large classes will have larger rooms.

Joe Ramsey asked if it is cheaper to print copies on the copier or on the printer. Dean Schwark advised faculty to bring their copy work to Kristi Fields and have it taken to the print shop.

Dean Schwark reminded faculty that grades are due Tuesday May 18th at 12:00p.m., no later. Anyone turning in grades later than 12:00p.m. will have to fill out individual grade change forms.

Dean Schwark wished faculty a happy summer.

The meeting was dismissed at 1:20.