

**DIVISION OF BUSINESS**  
**DIVISION MEETING**  
May 4, 2010

**TIME AND PLACE OF MEETING**

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

**THOSE IN ATTENDANCE:**

Dr. Jim Schwark, Lisa Adkins, Gyanendra Baral, Myra Decker, Jason Ferguson, Kayla Fessler, Jenean Jones, Charles Myrick, Dr. Germain Pichop, Mathew Price, Rich Steere, Ron Summers, Ramachandran Vijayan, Bradley Walker, Anita Williams, Tamala Zolicoffer, Amanda Lemon, and Kristi Fields.

Dr. Schwark opened the meeting saying that the Business Division's enrollment is 96% of what it was this time last year.

Dr. Schwark shared the following information items:

- 2N3, 2N7, & 2P7 will be equipped with audio/visual equipment before summer classes begin.
- The Faculty Appreciation Luncheon will be held on May 17.
- Registration is asking that any outstanding I's be converted to a grade after the deadline to complete the course has passed.
- Commencement will be May 7.

Anita Williams reported on the Online Learning Committee saying that several have experienced problems copying courses, and that specific instructions for copying course will be in the CLT newsletter. She also reported that online courses will need to be modified to meet A.D.A. 508 standards. ANGEL will be converted automatically, but any documents that faculty upload will need to be updated by the professor.

Ramachandran Vijayan reported on the Policy Review Committee sharing that the policy on a tobacco free campus will be forwarded to P.A.C. The policy will most likely be enforced in the next 6 months to one year.

There was a discussion regarding Business Division committee appointments up for renewal. The following appointments were determined:

- Curriculum - Dr. Germain Pichop
- Global Education - Appointment will not change due to OCCC hosting the Global Education Conference.
- A.D.A. - Ron Summers
- Faculty Development - Gyanendra Baral

Dr. Schwark shared that our C.N.G. program is gaining a lot of publicity.

A question was raised about when faculty can expect to get new computers. Kayla Fessler advised that the issue was discussed at an I.I.T.A.A. meeting and Vicki Gibson said that there would not be an automatic cycle for faculty computer replacement.

Anita Williams handed out copies and asked for faculty input on the Business Student Code of Conduct.

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