

**DIVISION OF BUSINESS**  
**DIVISION MEETING**

October 2, 2007

**TIME AND PLACE OF MEETING**

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

**THOSE IN ATTENDANCE:**

Dr. James Schwark, Lisa Adkins, Gyanendra Baral, Myra Decker, Jason Ferguson, Kayla Fessler, Jenean Jones, Dr. Marty Ludlum, Michael Machiorlatti, Vijay Ramachandran, Rich Steere, Ron Summers, Gary Tucker, Anita Williams, Kristi Fields, Trish Bilcik, and Melissa Aguigui.

Dr. Schwark opened the meeting saying that Business enrollments turned out to be slightly up for the fall, and reminding faculty that Spring enrollment would start on October 8<sup>th</sup> for returning students, and October 15<sup>th</sup> for new students.

Anita Williams reported on the Achieving the Dream Leadership Team saying that they were waiting on data from the Data Team.

Gary Tucker reported on the Achieving the Dream Data Team saying that the data was due on October 10<sup>th</sup>.

Dr. Schwark added that there will be 2 focus groups formed, and said that faculty had received an e-mail from him regarding participation in the focus groups.

Gary Tucker reported on the Center for Excellence, International Business. There was a press release on September 26<sup>th</sup>, and we had received a call from an air cargo company expressing interest in working with the center by that afternoon. The name for the center is still unclear.

Vijay Ramachandran reported that the Export Council is looking at OCCC as a possible site for the 2009 World Trade Conference.

Gyanendra Baral reported on the Institutional Review Board saying that the board meets the 2<sup>nd</sup> week of each month, and that any research concerning students, faculty or staff would need to be submitted to the board for approval.

Dr. Schwark talked about curriculum proposals. The ones that are going for Business are the certificate in International Business, and also a certificate in Automotive Technology. He added that the A.A.S. in Automotive Service Management will be presented to the board this month.

Jenean Jones reported on the I.A.P.C. saying that they are forming a new committee to go over copyright procedures.

Anita Williams reminded faculty of Faculty Association dues.

Myra Decker reported on the Benefits Committee. This fall they will be reviewing insurance companies, and will also be responsible for narrowing the list of investment companies for the 403(b) program. She added that she will be serving on the Wellness Task Force, which will be taking a look at what the college can do, as far as wellness, to help with insurance costs.

Trish Bilcik from the Center for Learning and Teaching talked briefly about the services that the CLT has to offer.

The meeting was dismissed at 1:15 p.m.