

DIVISION OF HEALTH PROFESSIONS
DIVISION MEETING
May 3, 2005, 12:30 p.m.

PRESENT: EMS: Harvey Conner, Bruce Farris, Romeo Opichka, Brent Stafford
 NUR: Nancy Cook, Linda Cowan, Gina Edwards, Carol Heitkamper, Monica Holland, Rosemary Klepper, Connie Kuebeck, Susan Mann, Judy Martin, Judy Ogans, Beverly Schaeffer, Debbie Myers, Terri Walker
 OTA: Tom Kraft, Fonda Scott
 PTA: Peggy Newman, Vicky Davidson
 STAFF: Dr. Jo Ann Cobble, Mary Ann Gundlach, Shelly Tevis, Lloyd Kingsbury
 LIBRARIAN: Linda Boatright
 COUNSELOR: Claire Echols

I. Celebration:

Happy Birthday to Mary Gundlach, Terri Walker, Susan Mann, Monica Holland, Deborah Myers, Beverly Schaeffer, Judy Martin, Nancy Cook and Romeo Opichka.

II. A Special “Thank You”: Jo Ann extended a special thank you to faculty for all of their hard work.

III. Above and Beyond Special Recognition: Jo Ann presented Romeo with the Above and Beyond Award for all of his loyalty and dedication to the EMS program. She also presented him with a card and a \$230.00 gift certificate, from the Health Professions Division and Phyllis Baker in recognition to his upcoming retirement.

IV. Announcement/Judy Ogans: Judy has accepted a BSN teaching position at OU Health Sciences Center. She will also work on pursuing a Ph.D.

V. Retention Retreat, Judy Ogans: A student retention workshop was held on April 28-29. This was the second in a series of two with Tim Culver of Noel-Levitz, which is a national company that works with private and public institutions to help them achieve retention goals.

The goal of the workshop was to lay a foundation for retention activities, to develop strategies and to determine a process to meet OKCCC retention goals.

The group met for two days. The first day was spent with a SWOT (strengths, weaknesses, opportunities, and threats) process. The results of the first day's activities were distributed to the faculty. The second day was spent developing goals

and strategies. The next steps are to meet with the retention planning group to prioritize the goals/strategies and assign coordinators.

It was pointed out that the information distributed was a draft, therefore, nothing has been written in stone or decided on. The faculty were encouraged to review the information and provide any suggestions that they may have to Jo Ann to forward.

VI. Equipment Removal Authorization Forms: The form must be filled out for any equipment, including laptops, which are removed from the campus.

A new Waiver of Liability form needs to be filled out on any student that goes off campus for school associated activities when the Health Professions Division does not have a clinical agreement with the facility. There were many questions from faculty. Jo Ann will follow up and report back to faculty.

VII. Committee Reports:

- **Faculty Development Committee – Beverly Schaeffer:** 4faculty.org now has a website. The website is an online professional network of resources and learning modules designed specifically for the needs of community college faculty.
- **Faculty Association Committee - Peggy Newman:** New officers were elected. The Make It Bake It sale only made \$1,500.00 for scholarships. The recipients will be selected next week.
- **Global Education Committee – Jo Ann Cobble:** The committee heard a presentation on the International Strategic Development Task Force to develop initiatives to increase student global education. They are also looking at the different cultures represented in Oklahoma City.
- **Academic Scholarship Committee – Harvey Conner:** 138 freshman applied and will receive scholarships for their Fall and Spring freshman year. 16 students were selected for the Board of Regents Scholarships. Harvey would like to stay on the committee for the upcoming year.
- **PAC – Connie Kuebeck:** Connie was unable to attend. The minutes are available on e-mail.
- **General Education – Bruce Farris:** The chair of the committee Jessica Sheets-Nguyen has resigned and will be teaching at UCO.

VIII. Faculty Committee Assignments – Jo Ann Cobble: She is waiting until faculty teaching assignments have been made for the fall before completing assignments.

X. As May Occur: None.

Meeting adjourned at 1:30 pm.

Next meeting will be August 2005.

Respectfully submitted by:

Mary Ann Gundlach