DIVISION OF HEALTH PROFESSIONS DIVISION MEETING		
August 18, 2004		
PRESENT:	<u>EMS</u> :	Bruce Farris, Romeo Opichka, Harvey Conner, Brent Stafford
	<u>NUR</u> :	Nancy Cook, Linda Cowan, Gina Edwards, Carol Heitkamper, Connie Kuebeck, Susan Mann, Judy Martin, Debbie Myers, Judy Ogans, Beverly Schaeffer,
	<u>OTA</u> :	Tom Kraft
	<u>PTA</u> :	Peggy Newman, Vicky Davidson
	<u>STAFF</u> :	Dr. Jo Ann Cobble, Mary Ann Gundlach, Shelly Tevis, Lloyd Kingsbury
	LIBRARIAN:	Linda Boatright

Jo Ann welcomed all and introduced new nursing faculty: Linda Cowan and Gina Edwards.

I. Celebration: Susan Mann, Deborah Myers, Beverly Schaeffer, Monica Holland, Judith Martin, Nancy Cook, Romeo Opichka, Thomas Kraft and Lloyd Kingsbury celebrated birthdays over the summer break. Happy Birthday to all!

Thank you to Jo Ann Cobble and Deborah Myers for providing refreshments.

- **II. Recognition:** Jo Ann presented Mary Ann Gundlach, Shelly Tevis, Deborah Myers, and Susan Mann with an Above and Beyond Award in recognition of an outstanding job performance during the summer.
- III. Initial Attendance Reports: Division office must now maintain a copy of Initial Attendance, Semester Attendance, and Grade Reports for each class taught on campus. Please give a copy to Mary Ann or Shelly at the completion of each section taught.
- **IV.** New scanner: The Division of Health Professions has received a new scanner compliment of Carl Perkins. Mr. Opichka gave an overview of its capabilities. He will post directions on the wall above the scanner. It is located in the general work area near the copier and is available to all faculty and staff members in the Division.
- V. The last legislative session resulted in a law regarding eligibility for State of Oklahoma student financial aid:

Immigrants who are eligible for state financial aid (which includes tuition fee waivers) are those who are eligible for resident tuition. Once a student meets the criteria for resident tuition, they then qualify for the use of the state financial aid.

The law reads: "Immigrant students who are eligible for <u>resident tuition</u> if the student graduated from public or private high school or successfully completed the GED test

in this state and resided in the state with a parent or guardian for at least two years prior to graduation from high school or successful completion of the GED test. They must satisfy the admissions standards as determined by the State Regents. Any student who meets the criteria shall not be disqualified on the basis of the student's immigration status from any scholarships or financial aid provided by the State of Oklahoma."

## IV. Odds and Ends/As May Occur

- a. Outside Employment Forms and Online Office Hour (2 hours per week allowed) Forms were distributed. Once the forms are completed, return to Mary Ann or Shelly.
- b. ID Updates: All faculty and staff need to update their Identification Card each semester. This is done through Admissions.
- c. HPS Update/Procedure: A draft procedure on use of the new Human Patient Simulator will be ready soon. Faculty will have the opportunity to review and make comments.
- d. Travel Requests for meetings/conferences are due in Jo Ann Cobble's office by 9-10-04.
- e. Academic Assessment for Fiscal Year 2005 will continue on campus as the Assessment Committee continues its work.
- f. Request/new refrigerator: If anyone is interested in contributing to the purchase of a new one please email JoAnn.
- g. A division roster was distributed and faculties were asked to note any changes needed. An updated roster will be distributed once it is finalized.
- h. Enrollment for the Division of Health Professions has increased by at least 4%. College wide enrollment is up 7% over last fall.
- i. College Committee appointments for Fiscal Year '05 were distributed.
- j. Congratulations to the EMS Program The latest pass rates show 14 out of the last 15 graduates passed the National Registry first time. The 15<sup>th</sup> has not yet taken the exam.
- k. The June, Nursing Program pass rate was 89%.
- 1. Jo Ann stated that two Cooperative Education liaison appointments are available. One is for Surgical Technology and the other is for Medical Assistant. She asked for volunteers.

m. New faculty members Gina Edwards and Linda Cowan will be mentored by Beverly Schaeffer and Judy Ogans.

## Meeting adjourned

## Next meeting will be September 7, 2003 at 12:30p.m.

Respectfully submitted by: Shelly Tevis