

HEALTH PROFESSIONS DIVISION MEETING MINUTES
November 6, 2007, 12:30 p.m., 1N1-1N2

Present:

EMS: Harvey Conner, Brent Stafford, Bruce Farris,
Leaugeay Barnes

NUR: Michaele Cole, Linda Cowan, Gina Edwards, Jackie
Frock, Carol Heitkamper, Monica Holland, Mary
Holter, Susan Huffstutler, Karen Jordan, Rosemary
Klepper, Susan Mann, Judy Martin, Valerie
McCartney, Robin McMurry, Deborah Myers,
Cindy Neely, Beverly Schaeffer, Karla Schenk,
Terri Walker, Stephanie Wallace, Kay Wetmore,
Cynthia Williams, Chris Young

OTA: Tom Kraft, Reeca Young

PTA: Vicky Davidson, Jennifer Ball

STAFF: Dr. Jo Ann Cobble, Shelly Tevis, Debby Martinez,
Sherri Givens, Mary Gundlach, Lloyd Kingsbury

ADVISOR: Claire Echols

LIBRARIAN: Linda Boatright

ABSENT: None

Held Office Open: Martie Collin

Jo Ann Cobble called the meeting to order.

1. **Celebration!**

Everyone acknowledged the birthdays for this month with applause.

Jackie Frock, 14th
Chris Young, 20th
Jennifer Ball, 24th

2. **Introduction, Karla Schenk**

Jo Ann introduced Karla Schenk as the newest Nursing faculty. We are now fully staffed.

3. **Tim Whisenhunt/Chris Kucharski, Introduction**

Tim introduced Chris as the new daytime Audio Visual Media Technician. He may be reached at x7107. Debbie Lundy is the evening technician. Her extension is x7144.

4. **Course prerequisite change - Per Academic Affairs, et al, we can no longer have courses that say "permission of instructor". It can say "evaluation by instructor", but there would have to be a specific test or process available, and used each time. The concern is related to objective, consistent procedure. The Program Directors have been working on this. Just wanted you to be aware.**

5. **December Division Meeting**

Jo Ann asked if everyone would like to have potluck at the next Division Meeting. Everyone agreed. The sign-up sheet will be posted on Jo Ann's office door.

6. **Our World Today, Information for All of Us Courtesy of YouTube.**

Jo Ann expressed her thanks to Terri Walker for her assistance.

7. **Committee Reports**

PAC – Terri Walker: Terri attended her first meeting. Dr. Sechrist went over the Achieving the Dream and explained that this is going to define our institution forever. It is going to focus on the students and be data driven. You may access this information from the employee web page.

We also had some concerns with the hiring process for new employees and work study students. Human Resources is going to streamline the hiring process for workstudy students.

There were also concerns about the international e-mails. The college can send the e-mails but cannot receive international e-mails.

The Halloween carnival needs more space.

Jo Ann added that because of the new immigration law, specifically the I-9 form, we cannot allow a new hire to start work until we get permission from Human Resources.

Curriculum Committee – Deborah Myers

The committee met on October 25th and deleted four courses from the Journalism/Broadcasting curriculum. The courses have not been offered for quite some time.

The committee approved changing the name of the humanities course “European Film Classics” to “European Film”. This will reflect more contemporaneous films as well as classics.

The committee approved deletion and replacement of three non-credit learning skills courses.

The committee met on November 1 and voted to revise the course descriptions for AOT 1713 and AOT 2553. This added AOT 2443 as a pre or co requisite to give students a background in Access.

The committee also approved a certificate of mastery in International Business (15 CH) to be implemented in Fall 2008.

Achieving the Dream – Tom Kraft

Everything associated with the “Achieving the Dream” will be available from the employee web site. They will also look at students bringing their unsupervised children to the campus.

Faculty Development Committee – Vicky Davidson

The committee is looking at how the faculty can work better with the Center for Learning and Teaching. If anyone has any needs please see Vicky or Reeca Young.

Global Education – Reeca Young

The committee continued to look at the essays the students write during Assessment Week. The recommendation is that the students are given earlier advance notice of the testing and that they are given time for questions and more time to complete the essays. There was also a recommendation that we offer a required 3 credit hour non-western humanities class.

Library – Linda Boatright

The library is going to add a Nursing database. Linda will do a demonstration at the next meeting if requested.

The garage sale netted \$2,000.00 which will provide enough money for eight student scholarships. The forms for recommending students are due November 9th. The recommended student needs to submit a short essay as well.

Vicky Davidson commended Susan Mann and Linda Boatright for all their hard work on the garage sale. The nursing students were wonderful too.

Linda obtained four copies of Team Based Learning for the library.

8. **As May Occur**

Jo Ann announced that there will be no Department Chair/Program Directors meeting next Tuesday.

The Spring Assessment Week will be February 25-29, 2008. Please include this information in your syllabi. You must allow one hour during the week to be used for assessment.

All children on campus must be accompanied/supervised by an adult at all times according to Ike Sloas.

Jo Ann handed out an information sheet on “Entry-Level Assessment Minimum Competencies”. It explains the (W), (R), and (M) competencies listed in the college handbook.

9. **Stress Reduction – A Little Laughter for Your Health.**

Meeting Adjourned at 1:20 p.m.