

HEALTH PROFESSION DIVISION MEETING

November 7, 2006

12:30 pm., 1N1

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

NUR: Michaele Cole, Linda Cowan, Gina Edwards, Jackie Frock, Carol Heitkamper, Monica Holland, Mary Holter, Rosemary Klepper, Connie Kuebeck, Susan Mann, Judith Martin, Valerie McCartney, Robin McMurry, Deborah Myers, Cindy Neely, Beverly Schaeffer, Diana Spencer, Terri Walker, Kay Wetmore

OTA: Reeca Young, Tom Kraft

PTA: Vicky Davidson

STAFF: Dr. Jo Ann Cobble, Mary Ann Gundlach, Martie Collin, Lloyd Kingsbury

COUNSELOR: Claire Echols

LIBRARIAN: Linda Boatright

ABSENT: None

Held office open: Debby Martinez

Jo Ann welcomed everyone to the meeting.

1. **Celebration!**

The division wished Jackie Frock a happy birthday.

2. **Welcome! Introductions in the order of arrival**

Michaele Cole, Professor of Nursing and Diana Spencer, Professor of Nursing who both started on October 30th and Martie Collin, Health Professions Clerical Assistant who began on November 1st. All positions funded from the Regents initiative are now filled. We still have two positions open. The first is the full-time Human Patient Simulator Coordinator and the second is the PTA Program Director.

3. **Assessment Week, April 2 - 7**

The Collegiate Assessment of Academic Proficiency (CAAP) test will be administered to approximately 900 students in selected classes to measure three of the six general education outcomes assessments. They are English, Math and Science. The other three will be measured in spring 2008.

a. Syllabus Assessment Statement

The Assessment of Student Learning Syllabus Statement was developed by the Assessment Committee as well as the Assessment Task Force. This statement must be included in every syllabus for the spring semester.

Should read as follows:

Oklahoma City Community College is committed to providing quality educational experiences to all students and to striving for continuous improvement in its programs and services. Student assessment is vital to the educational process and can be of significant value to you and to the students who follow you.

To ensure that adequate assessment information is available to allow OCCC to continuously improve programs and services, you may be asked to participate in personal interviews; take program and/or general education assessments, which could be tests; give oral presentations, write assignments, take surveys, or engage in other activities. You may be asked to complete the assessments, tests, and other activities during designated times, which may include class periods. These opportunities are your chance to help OCCC improve the courses, programs, and services which could affect you and will certainly impact students in the future.

b. “Assessment Week” Labeled in Course Schedules

Please also identify April 2 – 7 as Assessment Week.

c. Two assessments done, all students in a class will do one or the other

1. CAAP (replaces the Academic Profile Assessment), to be completed by sophomore students who have completed at least 45 CH and did all or most of their general education courses at OCCC.
2. CCSSE (Community College Survey of Student Engagement, evaluates the community college experience, to be completed by students who are in the same class but do not meet the criteria for #1. It will also be completed by students in 1000 level courses.

d. Every faculty member should plan for one contact hour of every 2000 level sections that he/she teaches to be used during assessment week for completion of these assessments, and the same is most likely to be true for all 1000 level sections.

4. Claire Echols has been appointed to PAC

Vicky Davidson also serves on the council.

5. Respectful Work and Learning Environment

The expectation for everyone in the division is that we speak respectfully to everybody. We should not be talking about other employees in the division in front of students. It is important that we model the professional behavior we expect from the students. Students, staff, workstudies, faculty, adjuncts—everyone is to be valued and treated with respect.

6. Committee Reports

Tom reported that the New Student Orientation Committee is putting together an orientation course for first year students. The timeline is for the end of this semester to complete the content and in the spring we will know who will be taking the class. This will be an eight week one credit hour course. The content is really excellent.

The Student Retention Committee met and firmed up some ideas for goals this year. The committee reported on the two hour orientation sessions held over the summer and at Opening Day. Many students reported that it was very helpful. Linda Cowan also reported that Opening Day was also very successful and should lead to greater student success. A total of 1,000 people attended. Dr. Paden reported on the results of the Student Satisfaction Surveys. The surveys revealed that student satisfaction improved or remained the same in 80% of the college environmental factors. Overall satisfaction was 85% whereas it is 81% nationally. Linda has copies of the Student Satisfaction Report and the Student Retention Committee Report and recommendations for the year if anyone would like to look at them. Dr. Paden does have something very exciting to share at the November meeting.

Carol Heitkamper reported that the General Education Committee discussed the new orientation and assessment. They are looking at national standardized tests.

Carol Heitkamper also reported that the Food Service Committee met and they received new menus.

Reeca Young gave a report on the Faculty Development Committee. She said that she and Gina Edwards had attended the last meeting. What they are planning to do this year is to look at different sections in the Faculty Handbook. The committee is looking for feedback from the faculty on development plans. Please give Gina or Reeca anything that you would like to share. Gina reported that Dr. Harrison wants the committee to focus on the SII's again.

Beverly Schaeffer attended the Curriculum Committee Meeting. They approved the Pharmacology for Nursing course and they changed the admissions requirement.

7. Program Updates

Tom Kraft reported that OTA students are getting ready to do the OTA camp in Stroud. The theme for this year is TV World. They are doing something new this year. There will be a group

of folks called the Day Trippers who will attend camp only on Saturday as they have special needs and cannot stay the night.

Leaugeay Barnes reported the Lloyd and she attended a Career Exploration Class. The students were very excited to learn about EMS. The other programs could attend in the future to inform students about those programs as well.

Rosemary Klepper reported that there has been a change in the Baccalaureate to ADN Accelerated Pathway program. Students do not have to have all but six credit hours to submit an application. We are continuing collaborative work with OU College of Nursing where we will establish an agreement where our faculty will be teaching junior level classes here on our campus.

8. Assessment Workshop, Leaugeay Barnes

Leaugeay Barnes reported that she attend a workshop on Assessment in Chicago. Healthcare is always considered the leaders in outcome assessment. Our college is very committed to outcome assessment. Outcome assessment should be looked upon as a way to improve teaching, not punitive. Don't base criteria for assessment on only one area. Look at what the rest of your outcomes say.

9. New Building Update

Projected: moving in during the fall of 2008; first classes scheduled on Datatel spring 2009

May 22, 2007:

- day spring semester grades are due
- last day anyone whose office is in the cubicle area of the division will reside there for three weeks while work is done related to new building construction
- all items must be packed and ready to be removed from the area on May 23
- all phones, computers, files, filing cabinets must be removed from the area for construction purposes
- relocation will last approximately three weeks
- temporary, working office space will be provided during that three weeks only for those faculty/staff who must be working during this time period.
- those who do not need to work on campus during that time period will have their items stored during this time frame
- all packed items, file cabinets, book cases, boxes, etc. must be plainly labeled with the user's name

Jo Ann reported that we may be able to move into the new building during the fall 2008 with actual classes scheduled on Datatel in spring 2009. Preliminary work is going to have to be done in the ceiling over the cubicles to install water pipes. Everything including telephones, file

cabinets, copier, etc. will have to be moved out for two maybe three weeks while they do the work. May 22, 2007 is the last day anyone whose office is in the cubicle area of the division. All items must be packed and ready to be removed by May 23. Jo Ann has sent forward a list of the names of people who will need working offices.

10. December Meeting Plans

Jo Ann asked the division if they would like to have a holiday lunch at the next meeting. The response was positive.

11. As May Occur

Jo Ann shared an article she found in The Chronicle of Higher Education titled *At Symposium, Researchers Share Strategies for Promoting 'Student Success'*.

It has come up in Dean's Council that nobody on campus is compliant with Administrative Procedure No. 4020 which provides guidelines for Advisory Committees. We are being told that we must be accountable. We need to make the changes.

United Way cards need to be turned in to Debby Martinez ASAP.

The graduation date has been changed to May 18, 2007.

Tuition waivers are due November 14th for the spring semester.

Reeca Young has agreed to serve on the committee that will review the internal student success grants.

Jo Ann has added something new for our agendas—Professional Updates.

Professional updates – something new for our agendas!

1. Harvey Conner and Leaugeay Barnes were selected to serve as expert writers for the new EMS curricula. Their work on this project will have great impact on the future of EMS.
2. Rosemary Klepper was elected by the Associate Degree Deans and Directors to serve as an official representative from the group to the Nursing Educators' Summit which is currently developing position statements on nursing education in Oklahoma as well as working to establish a Nursing Education Institute.
3. Jackie Frock just returned from doing a poster presentation at the American Psychiatric Nurses Association in Long Beach, CA. The topic of her presentation was "Decreasing Nursing Student Anxiety Prior to Psychiatric Clinical Rotations".
4. Monica Holland was inducted into the OCCC Alumni Hall of Fame October 26th, 2006.

Ended 1:25 pm