

**DIVISION OF HEALTH PROFESSIONS
DIVISION MEETING**

September 2006, 12:30 p.m.

1N1

PRESENT: EMS: Leaugeay Barnes, Bruce Farris, Brent Stafford
 NUR: Linda Cowan, Jackie Frock, Carol Heitkamper, Monica Holland, Mary Holter, Rosemary Klepper, Connie Kuebeck, Judy Martin, Valerie McCartney, Beverly Schaeffer, Robin McMurry, Cindy Neely, Terri Walker, Jimmie Kay Wetmore
 OTA: Reeca Young, Tom Kraft
 PTA: Vicky Davidson
 STAFF: Dr. Jo Ann Cobble, Mary Ann Gundlach, Lloyd Kingsbury
 COUNSELOR: Claire Echols
 LIBRARIAN: Linda Boatright
 ABSENT: Harvey Conner, Gina Edwards, Susan Mann, Shelly Tevis, Debbie Myers, Shelly Tevis
 Held office open: Debby Martinez

I. Celebration!

Birthdays for September are listed below:

Vicky Davidson, 7th
Leaugeay Barnes, 15th
Harvey Conner, 25th

II. Welcome to Claire Echols, HP Academic Advising Coordinator: Claire has been appointed as full-time to the Health Professions Division to council our students. We are not sure what her official title will be as of yet. Her office will be located back in 1N16.

III. General Education Competency Assessment Reports:

Jon Inglet – Professor of English: This summer twenty full-time and part-time faculty evaluated 600 randomly selected essays from a variety of courses such as ENGL 1113, ENGL 1213 and other General Education courses that focused in on writing. The results are total passing score of 65.6%. Organization seemed to be the strongest area.

Gwin Faulconer-Lippert – Professor of Mass Media Communications: General Education competency assessment of Oral and Nonverbal Communications Skills was completed during the spring semester 2006. A total of 322 student performances were

evaluated. Twenty-two different classes participated in the assessment, of which fifteen were Public Address classes and seven were General Education courses. The outcome of almost 81% of the students (260 of 322) were judged to have performed at the level of average or above, meeting the goal of having 80 percent of the students performing at that level. Gwin also introduced Julie Corff, Professor of Public Address who will perform the assessment this year.

IV. TRIO – Sally Edwards: This is a federal grant written by Charlotte French before she retired. It is one year old. They accept 160 students every year. They are students who are first generation (neither parent has earned a bachelor's degree), financially disadvantaged (meet federal guidelines) and/or disabled (learning or physical disability). They are currently taking applications for qualified students who would like to receive free services such as: tutoring, mentoring personal counseling, financial aid information, academic advisement, career counseling, study skills coaching and much more.

V. Development Plan and Appraisal Process, Handouts: The Faculty Development Plan meetings will be held in September and the Faculty Appraisal Meetings will be held the early part of the spring semester. Both will be attended by the faculty member, program director and dean.

A sign up sheet will be posted on Jo Ann's door for development plan meetings.

The faculty member needs to provide a copy of materials to the program director and dean at least 48 hours, two working days, prior to the meeting.

VI. Possible College Wide Degree Changes: Proposals have been made by Dr. Sechrist to increase the number of credit hours in every degree program on campus. They are looking at wellness as three credit hours of required courses. It could include things like activity courses, first aid, nutrition, etc. Our programs already include these so we should be excluded from the increase.

The proposed orientation class will probably be required for all first time new students. It will most likely to be one credit hour.

VII. First Quarter Health and Safety Training: Due to Debby Martinez by September 15th.

VIII. Multimedia Equipment Use: Some of the directions in the multimedia rooms are out of date. Faculty need to make sure they turn off the projectors power switch on the wall after the projector has cooled down. This will eliminate damaging the projector. There are instruction booklets available in each classroom or are available online.

IX. As May Occur:

Enrollment for the division is up 13% and head count is up 11%, while enrollment for the College is down 4.8% and the headcount is down 4.5%.

Susan Mann's mother passed away this past weekend. If you would like to donate to the flower fund Debby Martinez is accepting donations.

We have the list of people who have attended the Sexual Harassment Respectful Environment seminar. Remember every employee must attend.

Travel requests are due to your Program Directors today.

Meeting adjourned at 1:20 p.m.

Respectfully submitted by:

Mary Ann Gundlach