

**DIVISION OF HEALTH PROFESSIONS  
DIVISION MEETING**

January 11, 2006, 9:00 a.m.

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**PRESENT:**    EMS:                    Leaugeay Barnes, Harvey Conner, Bruce Farris, Brent Stafford  
                  NUR:                        Nancy Cook, Linda Cowan, Gina Edwards, Towana Ernst, Carol Heitkamper, Monica Holland, Rosemary Klepper, Connie Kuebeck, Susan Mann, Judy Martin, Valerie McCartney, Beverly Schaeffer, Debbie Myers, Terri Walker  
                  OTA:                         Reeca Young, Tom Kraft  
                  PTA:                         Peggy Newman, Vicky Davidson  
                  STAFF:                      Dr. Jo Ann Cobble, Shelly Tevis, Mary Ann Gundlach

Held office open:    Lloyd Kingbury

**I. Welcome Back!** Jo Ann welcomed everyone back for a successful Spring 2006 semester.

**II. Celebration:**

Peggy Newman and Bruce Farris both celebrate January birthdays. Happy Birthday to both of you!

**III. Welcome and Introduction: Towana Ernst, Professor of Nursing:** Jo Ann welcomed and introduced Towana Ernst as the new Professor of Nursing.

**IV. Appraisal Reminders:** All appraisals must be finished by March 1, 2006.

- a. Sign up sheet is on Jo Ann's door
- b. Faculty position description review
- c. Attach documentation to merit requests
- d. Submit all paperwork two working days, 48 hours, prior to your meeting

**V. Benefit change, nine (9) credit hours of tuition now reimbursed per year (was six):** Your program must first be approved.

**VI. Office Hours – regular and online, give to Shelley by Friday:** Friday, January 13, 2006. Please fill out the on-line office hours form if you plan on having on-line office hours.

**VII. Reminders:** Please utilize the Print Shop for any printing over 10 copies.

**VIII. New Semester Thoughts:**

- a. City Slickers “do overs”
- b. Attitude

**IX. As May Occur:**

- a. Winter Weather: Jo Ann handed out the Winter Weather/Closure Information/Calling Tree which outlines the procedures to follow when the college closes due to inclement weather.
- b. Strategic Planning Process: Requested that the OTA accreditation monies to be increased. Also, requested that the EMS and NUR budgets for materials and supplies to be increased.

Requested to add an office in the Mini-Hospital for the Assistant Nursing Program Director.

Requested to change the name of the Mini-Hospital to the Nursing Campus Lab. This would go into effect July 1, 2006.

While undergoing construction on the new Health Professions Education Center the Division it appears will not have to temporarily move anyone.

Requesting to increase Monica’s HPS assignment to 0.75 FTE.

Requesting to increase Deborah Myers release time as Assistant Nursing Program Director will go from 0.5 to 0.75 FTE.

Requested a new faculty printer and replacement computers and some 19” monitors for people who use spread sheets.

All requests have been turned in to Academic Affairs.

- c. Enrollment Update: Health Professions is up 2.7% at this time.
- d. Faculty Development Committee – Peggy Newman and Gina Edwards: The committee has been looking at what constitutes merit. They are trying to set a grid to make requesting merit a smoother process. Some people are very

uncomfortable with the current system. If anyone has any suggestions please tell Peggy or Gina.

**X. Program Reports:**

- a. Revisions in the Career Ladder Pathway Program are when the courses will be taught. Will be using standardized testing to demonstrate comparable knowledge for Nursing Process I. Those tests are NLN accelerated exams.
- b. Nursing will start a new Associate to Bachelor program in with the target date of June 2007. Coursework will be partially online.
- c. We have a new online Overview of Nursing course to be taught by Carol Heitkamper. The class filled up in less than 24 hours.
- d. Connie reminded everyone that the Spring Nursing Pinning program will be held May 11<sup>th</sup> at 6:30 p.m.

Meeting adjourned at 9:47 p.m.

**Next meeting will be February 7, 2006 at 12:30p.m.**

Respectfully submitted by:

Mary Ann Gundlach