

## HEALTH PROFESSIONS DIVISION MEETING

### Minutes

March 3<sup>rd</sup>, 12:30 p.m., HPC 223

#### Present:

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

NUR: Michaele Cole, Linda Cowan, Gina Edwards, Jackie Frock, Jen Halpin, Carol Heitkamper, Monica Holland, Peg Holleyman, Mary Holter, Karen Jordan, Rosemary Klepper, Judith Martin, Valerie McCartney, Debbie Myers, Cindy Neely, Beverly Schaeffer, Terri Walker, Cindy Williams

OTA: Tom, Kraft,

PTA: Jennifer Ball, Vicky Davidson

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

LIBRARIAN: Linda Boatright

ABSENT: Reeca Young, Sarah Brown, Robin McMurry, Karla Schenk, Kay Wetmore

Held office open: Martie Collin

#### 1. **Celebration!**

Robin McMurry, 2<sup>nd</sup>  
Peg Holleyman, 3<sup>rd</sup>  
Brent Stafford, 29<sup>th</sup>  
Shelly Tevis, 29<sup>th</sup>

All were present for birthday wishes except Robin McMurry who was attending clinical at the Burn Center.

Jo Ann welcomed Judy Martin and Stephanie Wallace back. Judy had been off on medical leave and was thankful to be back. Judy thanked the entire faculty for their cards and well wishes during her absence. Stephanie returned from maternity leave with pictures of her new addition.

2. **Reminder: Emergency Drill March 24 – 26, one day and one evening**

Jo Ann announced that the type of drill or when it would occur had not been announced but the Deans had asked that it be on Friday and not cut into class time anymore than necessary. There will be one day and one evening drill. The drills will occur during the last fifteen minutes of class.

3. **Computer Proficiency – per distributed e-mail**

*The computer proficiency requirement for graduation from OCCC should assess student competency in computer concepts and vocabulary, computer security, e-mail, the internet, file management, work processing and presentation software.*

*Computer proficiency can be met by passing an assessment or successfully completing a course that has been identified through the curriculum process as evaluating at least 70% of these competences.*

Jo Ann gave a brief history of the new policy of the Computer Proficiency requirement. She further added that any course that has already been approved stays approved.

4. **Spring Break**

The college will be closed through Spring Break unless it is absolutely necessary to open. Do not attempt to work on campus unless it is absolutely necessary.

5. **Fall schedule: fall break, 17 Tuesday nights**

Since the college will have Fall break this year from October 15 through the 18<sup>th</sup> the semester will have 17 Tuesdays so each program should determine which Tuesday night to cancel. Jo Ann advised that the faculty keep this in mind when they are scheduling Fall classes and make the changes appropriately.

6. **Budget outlook**

Jo Ann said everyone had given their pitch for the budget requirements in each division. At this time it is unclear how the stimulus will affect OCCC. The budget for the college is tight but compared to institutions in other states it is faring better.

7. **Retirement**

Jo Ann announced to the division that after thirty years of service Mary Gundlach will be retiring in June or July of this year. Everyone wished her well.

8. **Space allocation procedure**

The Regents are looking at how the college uses its space, so each division has to list their open spaces. The Health Professions Division had maintained several office areas and a couple of the rooms in the Health Technology building for use when the old division area was to be remodeled for the Nursing offices. These had to be put on the available list. Jo Ann is hopeful that when time comes we will still be able to use them.

9. **Committee Reports and Program Updates**

Jackie Frock had attended the Curriculum Committee meeting and reported that the certificate program for Orthotic and Prosthetic had been approved.

Vicky Davidson stated that the Faculty Association had met and Jerry Steward shared with them that the Guns on Campus law had been defeated but it is something that needs to be watched in case it surfaces in the future. The Association also voted to recommend no meetings be scheduled for the last week of the semester.

The Faculty Association's Make It Bake It sale raised \$1500.00 for scholarships. Linda Boatright thanked everyone who had helped.

Tom Kraft attended the Administrative Instructional Procedures Committee where they had discussed allowing someone above the instructor to make the decision for grade appeals and changes. The end result was that the instructor would remain the deciding factor in the situation. Jo Ann added that appeals were usually denied unless the instructor did not follow the syllabus.

Linda Boatright reported the Global Education Committee had met and the Pioneer was doing a segment called "It's a Small World" where interested International students

would be featured. Also on April 15<sup>th</sup> there will be a fifteen minute segment on International students on the digital signage system provided by the college.

Debbie Myers said the IT Committee did not meet. Debbie announced that Kathy Wullstein had resigned.

Jennifer Ball had attended the General Education Committee Meeting and again stated that anyone that had articles with social aspect to please contact her.

Rosemary Klepper updated the division on the BADNAP class. They had around 120 applications this time for the class. They will be taking at least 50 instead of the 40 this time. She credited to the fact of the unemployment rate. She also announced that the BADNAP pinning will be on March 12<sup>th</sup> at 7:00pm in the College Theatre.

Jennifer Ball informed the division that the PTA application deadline was this coming Friday, March 6<sup>th</sup>, 2009 at noon.

#### 10. **As May Occur**

Jo Ann asked that the faculty turn in a request at least a week in advance when scheduling the Health Professions computer lab.

The Student Awards are due on March 13<sup>th</sup>.

Reeca Young is having foot surgery and will return next week.

Linda Boatright said Barbara King was thinking about dropping the Health & Wellness Database and if we wanted to keep it we should contact her.

The meeting was adjourned at 1:20pm

Minutes submitted by: Debby Martinez