

## HEALTH PROFESSION DIVISION MEETING

April 4, 2006

Tentative Agenda

12:30, 1N1

Tom Kraft conducted the meeting in Dr. JoAnn Cobble's absence.

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

                  Held office open:        Lloyd Kingsbury

1.      Celebration!

Linda Boatright, 30<sup>th</sup>  
Jo Ann Cobble, 30<sup>th</sup>  
Debby Martinez, 27<sup>th</sup>

**Best wishes to the above birthdays for the month.**

2.      Make It Bake It Sale, Susan Mann

**The bake sale is scheduled for May 3<sup>rd</sup> from 9:00am to 4:00pm. Volunteers are needed and donations are welcome. A sign up sheet was passed around and it will be posted on Jo Ann's door for additional sign ups.**

3.      SII Update

The Faculty Development Committee has recommended 12 items for the SIIs. The Deans have recommended three additional items. Susan Vanschuyver will present the Dean's recommendations to the Committee. These should be distributed to you for your input.

The final decision will be made by Dr. Harrison.

**Briefing no additional comments was made.**

4. Syllabus Check List

As you know, all syllabi will be reviewed in the fall. A check list is being prepared that will be distributed to all faculty before the end of this semester. It will have a section labeled “required” which all syllabi must meet. Each program in the HP Division will probably have a couple of additional items that will be required for that program.

**They will be looked at or revised at the program level. Each program will have items in addition to which will be reviewed and discussed.**

5. Faculty Recognition Luncheon, May 15, 11:30

Please plan to attend.

**Recognitions need to be submitted to Jo Ann.**

6. Changes in the Criminal History Background Checks through GroupOne, Shelly Tevis

**The changes will not go into effect until fall. The process fee will go from 47.00 to a flat rate of 50.00 which will be paid to the Bursar’s office. The process allows the student to access the form on their own after we have supplied them with a code given to us by Group One. There will be a meeting on May 5th with Group One to confirm all changes. When the new process with Group One has been finalized an email will be sent to everyone concerned.**

7. Committee reports

**Scholarship Committee:** 7 Regent scholarships were awarded which consists of a full two year ride with \$375.00 each semester for books and for the first time in years one was awarded to a student in the EMS program. 15 Presidential scholarships were awarded which is a full two year ride with \$250.00 each semester for books. There were also several freshman scholarships given.

**Food Committee:** Nothing to report.

**Administrative Instructional Procedures Committee:** Not elected to meet but have been emailing back and forth since the college has not really but forward by the college.

**Presidents Advisory Committee:** Meeting next month.

**Student Retention Committee:** Emergency Book Loan Program aimed at the first semester students. The students must submit how they are trying to obtain their own books to stay in the program. This indirectly affects the Nursing Program since several will enroll in this field.

**Curriculum Committee:** Busy. They approved several nursing changes

8. Program Updates

**Nursing Program:** Team from NLN recommended continuing accreditation for the next eight years which is the maximum period. There were no interim reports. The NLN suggested more clerical help and enclosed offices for the faculty. Rosemary Klepper and Debbie Myers were recognized for their efforts in attaining the accreditation.

**PTA:** 68 qualified students applied for 20 openings and the students have received a letter from Admissions as to how many preference points they have.

**OTA:** Acknowledged Reeca Young's contribution in her full time status. Their second year students are doing their field work. They are putting together their bi-annual report for accreditation.

**EMS:** Bruce Farris was welcomed back.

9. May Division Meeting

**The May 2<sup>nd</sup> division meeting will be a potluck occasion. The sign up sheet will be on Jo Ann's door.**

10. As May Occur

**Accreditation of the Nursing Program was applauded**

**Cultural sensitivity was encountered during field work when a student from Guiana was asked to do dressing skills on an elderly patient. The student would not undress the man in front of his wife even after the clinical instructor had told him to. When they were outside the home the student was confronted again and the student told that it was degrading to the man to undress him in front of his family.**

**The HPS was applauded for their creativity in the set up for a synthetic dialysis graph, which was so realistic, thanks to Monica Holland and Rosemary Klepper's ideas.**

**The creativity continued in the mini hospital where a dummy was set up for bowel elimination and students could volunteer to remove fecal impaction.**

**Pinning ceremony will be on May 11<sup>th</sup>.**

**Tuition fee waivers have changed back to Fall & Spring only.**

**The Black Student silent auction is over on April 04<sup>th</sup> at 3:00pm. This is a scholarship fund raiser with several gifts from vendors in the metro. There will be five ladies participating in the pageant.**

**Claire asked the program directors to brain storm to help her counsel more effectively for each program.**

**Library reported the staff reference database trial will be over on Monday April 10<sup>th</sup> but can ask for an extension. The database gives access to the latest versions of the texts but the only concern would be if the book was not used the next year the cost would still be billed.**

**Contracts with outside facilities have been approved for a two year period ending on June 30, 2007. All new contracts will end on that date also.**

**The process of the additional seven year background check was hectic during the initial start up but is going smoothly now.**

**Human Anatomy & Physiology have been revised. If the student does not complete the second part by December of 2006 they will have to retake the entire series. This is an internal change that will need to be addressed.**

**Division Office had nothing to report except the book order is due on April 5<sup>th</sup>, 2006.**

**The print shop inventory of archived records was completed.**

**Nancy Cook announced that she will be retiring in six weeks. The group gave her a great cheer.**