

HEALTH PROFESSIONS DIVISION MEETING

Wednesday, August 20, 9:00 a.m., 1N1

1. Celebration! August: Tom Kraft, Lloyd Kingsbury
2. Physical Plant — MAXIMO system.

“If any employee needs to have work accomplished by Physical Plant, please contact your departmental office to have it entered into the MAXIMO work order system. This system will replace e-mails, memoranda, face-to-face, and phone calls to the Physical Plant to generate work orders. If there is an emergency that requires immediate Physical Plant attention, call the Physical Plant at extension 7554 . An emergency is defined as eminent danger to life safety issues, or building/equipment danger or loss issues.”

Night/Weekends when office staff are not present, full-time faculty and adjuncts will contact Security and ask that they contact Physical Plant through MAXIMO.

3. Campus Committee Assignments
4. HIPAA Requirements, Deadline for Completion, Aug. 29th
5. FY '04 Fiscal Update, Travel
6. Tuition/Fee Increases

Resident Tuition

Nonresident

Total/WithFees

OKCCC

Increase

Increase \$5.05 to \$41.10

Increase \$12.50 to \$92.95

Resident \$57.55 Nonresident \$150.84

OSRHE Maximum

Resident \$77.55 Nonresident \$201.84

7. Health and Safety Training

We had 100% compliance for FY '03 with the state requirements. We want to keep up the good work! There will be sign up sheets available for the Ergonomics presentation scheduled Friday, August 22, 1:00 p.m., in CU 1 & 2. This will count as the Health Safety Training for the first quarter. If you do not attend this session you will be responsible for turning in documentation of one hour of health and safety training to the dean by October 1. If you do not attend this workshop please contact me for information on substitute training.

8. On Line Office Hours form change

9. Outside Employment Forms

10. ADA

a. Handout on policy

b. Statement change coming for Spring 2004

11. As May Occur

HEALTH PROFESSIONS DIVISION MEETING

May 6, 12:30, 1N1

Celebration!

April: Linda Boatright, Jo Ann Cobble

May: Mary Gundlach

June: Jane Nelson, Susan Mann, Debbie Myers, Beverly Schaeffer, Judy Martin

July: Carolyn Frye-Shegog, Lea Ann Loftis, Nancy Cook, Romeo Opichka

2. State Regents Update

3. Fiscal Year/Budget Update

4. HP Outstanding Adjunct Faculty of the Year: Fonda Scott, OTA Program

5. Faculty Recognition Luncheon, 5/19/03

6. Committee Opening sfor FY '04

a. Academic Outcomes Assessments

b. College Benefits — I need at least two names to submit to Dr. Todd, he makes the final selection

c. Curriculum

d. Emerging Technologies

e. Faculty Development

f. General Education

g. Student Retention

7. Recognition for Committee Service for FY '03

a. Lloyd Kingsbury: Student Traffic and Parking Appeals

b. Bruce Farris: Academic Scholarship Committee, Food Service

c. Romeo Opichka: Emerging technologies

c. Brent Stafford: ADA Support Services

d. Melody Chambers: College Benefits

e. Connie Kuebeck: PAC

f. Lea Ann Loflis: Instructional Administrative Procedures, Student Retention

g. Judith Martin: Academic Institutional Effectiveness, Academic Outcomes Assessment

h. Vicki Rankin: Curriculum Committee

i. Tom Kraft: Prior Learning Assessment

j. Vicky Davidson: Faculty Development, General Education, Global Education, Curriculum Committee

k. Peggy Newman: Faculty Association President

8. As May Occur