

DIVISION OF HEALTH PROFESSIONS

FALL 2003 DIVISION MEETING

December 2, 2003 - 12:30 P.M.

PRESENT: EMS: Bruce Farris, Romeo Opichka, Harvey Conner, Brent Stafford

NUR: Nancy Cook, Carolyn Frye-Shegog, Connie Kuebeck, Lea Ann Loftis, Susan Mann, Judy Martin, Jane Nelson, Judy Ogans, Vicki Rankin, Beverly Schaeffer, Debbie Myers

OTA: Tom Kraft

PTA: Peggy Newman, Vicky Davidson

STAFF: Dr. JO Ann Cobble, Shelly Tevis

LIBRARIAN: Linda Boatright

Held office open: Lloyd Kingsbury

Celebration: Division members and guests enjoyed a wonderful potluck dinner in celebration of the holidays.

The stressful "end of the semester" is upon us. Best wishes to all.

II. New campus video: All Divisions will show it at the January meeting.

III. Grade deadline for electronic submission of Fall 2003 grades is noon -12/23/03.

This is a firm deadline and must be met. If for some unforeseen reason this deadline is not met, the faculty will be required to submit a hand written grade change for each student enrolled in the class and submit it to Admissions.

A suggestion was made to faculty to check password for validity and ensure comfort ability with Mine Online prior to the end of the semester.

Note: A hard copy of final grades posted will need to be printed for each section and submitted to Mary Ann Gundlach by 12/23/03.

IV. Hep B requirements: are now required to be kept centrally located in the Health

Professions Division Office for each faculty employed with the division.

Options: An employee can sign a waiver, provide a statement from a health care agency, or provide medical record documentation. Forms will be provided at January Division meeting.

V. Cell phone and pager visibility in classrooms: With the advancement in technology, several Colleges and Universities have had issues with students cheating via cell phones and therefore have developed a policy that states no cell phones are allowed in classroom or testing centers. OKCCC has no such policy at this time but wants faculty to be aware the potential for problems is there. Each department/faculty can create their own policy for their individual circumstances.

VI. As May Occur

- Student Services-Handicapped Students Committee — Nancy Cook: The committee recently enjoyed a wonderful presentation of new equipment available through Student Services. Ms. Cook encourages all faculty to investigate the possibilities of this equipment as it has tremendous potential.
- Student Retention Committee — Judy Ogans: Discussions continue to focus on improving graduation rates. Two subcommittees have been formed to discuss student and faculty related issues regarding student advisement and graduation rates.
- Curriculum Committee — Carol Heitkamper: Committee has met and proofed all curriculum changes that have been proposed.
- Faculty Development Committee — Vicky Davidson: All surveys have now been collated and a proposal has been presented to Dr. Sechrist.
- Outcomes Assessment Committee: Romeo Opihcka: Each department presented their Department Plans. Romeo gave a presentation to represent Health Professions. Jo Ann added the presentation was outstanding — Thanks Romeo!
- Romeo noted that the Division is investigating the possibility of purchasing a virtual IV arm. More information forthcoming.
- Connie Kuebeck encourages all to forward concerns for the President's Advisory Committee and she will present to Dr. Todd and committee monthly.
- Ms. Kuebeck also stated the Student Nurses Association will be having a silent auction in the Spring 04 and encourages all to make a donation. Remember: One man's trash is another man's treasure—
- Deborah Myers is officially a full-time faculty member beginning January 2004. Congratulations Debbie!

Meeting adjourned 1:15p.m.

Next meeting will be January 13, 2004 at 12:30p.m.

Respectfully submitted by: Shelly Tevis