

OKLAHOMA CITY COMMUNITY COLLEGE

Social Sciences  
Minutes of Meeting  
February 3, 2004

Present:

Richard Anglin  
Mendy Bergin  
Trish Bilcik  
Patti Buxton  
Jane Carney  
Chuck Carselowey  
Martha George  
Dana Glencross  
Ron Gray  
John Hughes

Thomas Jones  
Peggy Jordan  
Ray McCullar  
Nancy Pietroforte  
Jessica Sheetz-Nguyen  
Jerry Steward  
Gloria Stewart  
Sue Tabor  
Dana Tuley-Williams  
Cecelia Yoder

Absent:

Rick Vollmer

Dr. Buxton opened the meeting by telling Jerry how thankful everyone was that he was not seriously injured in his car accident Sunday.

Enrollment is up college-wide 3.7%. History leads this division with 11.5%.

Faculty were provided a handout on the General Education Discipline Specific Course Addition. Jessica talked about the form and some of the items on it. February 10<sup>th</sup> is the date completed forms/materials will be submitted to Academic Affairs or Planning and Institutional Effectiveness. She also talked about things the General Ed Committee is working on.

The National Center for Employee Development (NCED) is housed in the Postal Center in Norman and has an agreement with the College to offer online courses in general ed classes to their employees. This will mean an increase in online course offerings this fall.

The five year assessment plan is due February 13<sup>th</sup>. The plan can be looked at before it goes to the Assessment Committee on March 8. Martha will assist anyone having trouble with their plan.

OACC is March 4-5 at Carl Albert State College. Registration is due February 14<sup>th</sup> to Donna Dilworth.

Dana Tuley-Williams talked with faculty about the new data base the Library has. She also announced she will be off for a while having her baby. However, if faculty need anything, she can be reached at her home by e-mail. Rachel Butler can also assist with ordering materials.

#### Committee reports:

Richard – The Academic Scholarship Committee will meet later to screen, then select the recipients.

Martha – No Assessment Committee meeting.

Thomas – Curriculum Committee inactive right now.

John - Apologized for the speaker not showing up during Orientation Week, but it was unavoidable. The Committee will meet next week and work on how to get out information on how other colleges get global information out.

Mendy – PAC met and were told who would be moving to the South Campus. Nine new classrooms are planned for the areas that will be vacated. The date of completion of the pond and walking trail has been given as February 29. Sherry Hullett is working on staff development items and has 800 courses for continuing ed.

Jane – John Hockett attended the Faculty Association meeting and discussed plans for students to declare a major, and faculty assignments for advising. Faculty can still assist students in declaring a major and may be able to do so on the computer. The scholarships have been given out leaving them low on money.

Dr. Buxton – The Retention Committee meets Friday.

Cecelia – The Faculty Development Committee did a survey to determine faculty satisfaction of the appraisal process.

Chuck – The IAPC will meet Thursday to review procedures in dealing with academic dishonesty. Let him know if you have any ideas.

The NISOD Excellence in Teaching award goes to Dr. Jessica Sheetz-Nguyen.

Initial Attendance reports are due by noon on February 9<sup>th</sup>.

It's time to do quarterly safety training.

Dr. Buxton talked with faculty about changing the lock on the division office door. She explained what was being done to accommodate everyone as much as possible.

The division has been approved to advertise for one position this month. The position will be dependent upon available funding.

On February 3, 1870, the 15<sup>th</sup> Amendment is ratified, guaranteeing that the state federal government cannot stop a man from voting “on account of race, color, or previous condition of servitude.”