

OKLAHOMA CITY COMMUNITY COLLEGE  
Social Sciences  
Minutes of Meeting  
August 20, 2003

Present:

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

John Hughes  
Thomas Jones  
Nancy Pietroforte  
Jessica Sheetz-Nguyen  
Jerry Steward  
Gloria Stewart  
Sue Tabor  
Rick Vollmer  
Cecelia Yoder

Absent:

Peggy Jordan  
Ray McCullar

Dr. Harrison chaired the meeting and provided donuts, coffee and juice. She introduced Dorota Grudzinska, a Fullbright Exchange instructor from Poland. Dorota will teach Geography for our division. She gave a short history of her background and showed on a map where in Poland she is from.

Other introductions were:

Dr. Patti Buxton, new Dean of Social Sciences

Dr. Sue Tabor, new Professor of Child Development

They each gave a history of their background and what they hope to bring to the division and College. Everyone else then introduced themselves.

Dr. Sechrist attended the meeting and shared the vision of future plans for the College and how Social Sciences fits into the plans.

Information items:

- Complete the Agreement for off-campus online office hours.
- Grades are submitted online now, and there are new guidelines. Faculty should have received a letter on this.

- If any service is needed by the Physical Plant, please let the office staff know so a work order can be submitted via MAXIMO. If it's an emergency, go ahead and call 7554 but let the office know so a work order can still be submitted.
- Please pick up a Campus Committee Assignment booklet.
- Tuition Fee Waivers are due to Wanda by 5:00pm today.

There will be a Safety Training seminar on Ergonomics Friday at 10:00am in CU-1. If you attend this it will satisfy the quarterly requirement for training.

If anyone is employed outside the College, please complete the Outside Employment Form.

Dana Tuley-Williams said the Library will buy textbooks to keep there if you need them to. She said she is willing to work on special projects with students if needed. Call her if there is anything she can do to help you.

Martha said the CLT has a reading resource room in the Library with all sorts of reading materials that is open all day.

September 30 a staff member from the Regents office will be on campus to talk on courses required for teaching education.

Dr. Buxton does not have a computer in her office yet. She officially begins her duties August 29, so hopefully she will have one by then.

The meeting then divided into departmental meetings.