

MINUTES
DIVISION MEETING
SEPTEMBER 5, 2006 – 12:30 PM

Dr. Yoder began the meeting with happy birthday to Richard Anglin and Jerry Ludlow. She also mentioned the new furniture in our hallway and how nice it looks and on behalf of the division sends thanks to J.B. Messer for making this happen. Thanks also went to John Ehrhardt, Trish Bilcik and Cecilia Pittman for helping with the Opening Day activities. Students were here earlier in the day for Orientation and stayed around to check out the division booths. It was a good start to the semester.

Thanks to everyone who came and who brought food to the division potluck on Friday, August 25th. It was a fun evening and we thank Jane Carney for arranging the use of the clubhouse in her neighborhood.

There were no committee reports and Dr. Yoder reminded faculty that when they do have reports they should be sent to her in advance of the meeting. Dana Tuley-Williams was in attendance but had no report from the Library. Student Development was not represented at this meeting or the last and it was suggested by Thomas Jones that it is important that someone from that department be attending our meetings and reporting to us.

Program Reports:

Child Development by Susan Tabor and Cecilia Pittman

- Has received Accreditation tool kit (it was sent to the wrong area of the college but has now been found)
- This accreditation for early childhood is new and is a pilot study in four states for two year colleges by the National Association for the Education of Young Children (NAEYC).
- Cecilia Pittman has a grant and she and her students have created 45 literacy bags. The bag includes activities that can be used in the home to encourage parents to read to their children and assist the parent in ways to encourage their children to learn to read. These will be donated to the CDCLS infants through kindergarten. Then more bags will be made for another school.

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History by Ray McCullar

- Jeff Carlisle is writing a book
- John Ehrhardt is looking closely at history curriculum

Political Science by John Hughes

- OPSA Convention is November 16-17. Rick Vollmer is currently president-elect and program chair for the convention.

Psychology by Peggy Jordan

- PSI BETA Club is off to a good start with 15 students having weekly meetings. Plans for the club to attend a conference in Plano, TX in October.

Sociology by Chuck Carselowey

- Working on self study program
- Sociology Seminar updates

The mentor/mentee survey should be available electronically next week. Anyone who has served as a full time faculty mentor or who has been mentored as a new full time faculty member in the last five years please participate in this survey.

New standardized usernames for students and adjuncts will take effect in October and thus only one user ID and password for email and mineonline.

Richard Anglin asked about new business cards for faculty with the new email address. Dr. Yoder responded that if you need cards they can be ordered but the department does not have the funds to buy new cards for everyone. New faculty will be receiving new cards. Perhaps at the end of the year there might be money to purchase cards.

Requirements:

- Turn in outside employment forms
- Intent to attend Oklahoma Global Education Consortium Conference due to Dr. Yoder by September 7
- Sexual Harassment Workshop completed in October
- Safety training due September 30
- Travel requests due by September 30
- Curriculum Committee requests due to Dr. Yoder September 21

Dr. Yoder stated that the office has ordered 12 flash drives and will order several computers in the near future.

Dr. Hughes mentioned that September 18 is Constitution Day and every state institution should have appropriate activities. Any ideas for observance contact Liz Largent or Jon Horinek. Small copies of the constitution will be distributed to students.

1. Wanda will be providing forms showing your spring workload.
2. Dr. Yoder has signed lots of overrides and other divisions must be also as now enrollment appears to be down less than 5%. It was stated that students enrolling after a date in mid-August do not have to pay tuition as soon as those enrolling earlier and this might be a reason for later enrollment.

Sally Edwards from Student Support Services spoke about her new program called TRIO. Dr. Charlotte French wrote a grant before she retired that created this program.

- TRIO serves 160 students
- To qualify must be low income, disabled or first generation attending college
- Ethnicity very diverse; majority (60%) are female
- TRIO has three employees
- Peer tutoring is available but under strict guidelines
- Workshops are held such as stress and time management
- Transfer campus tours are arranged
- Office located in 1X7
- Has had a successful first year

Dr. Sechrist hopes to have a new Academic Affairs Vice President in place by January. A request for committee members will be sent out soon.

Dr. Sechrist also is interested in beginning an Orientation class that will be required. Also Leisure or PE type classes are being developed for Spring. These classes will be credit classes with health and wellness features.

Wanda Rope
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