

Skyline College
Respiratory Therapy Program Advisory Committee Meeting Minutes
September 13, 2011

In attendance: Ray Hernandez, Brian Daniel, Rob Bautista, John Kelly, Paul Rogerro, Irving Spivey, Sonia Sharma, Dr. Gordon Mak plus 17 First Year and 12 Second year students
 Chair: Lee Guion

TOPIC	DISCUSSION	ACTION
Review of minutes from last meeting Introductions and welcome	Minutes approved	Minutes of past meetings posted on Skyline website
Continuing business: Budget update (Ray)	State budget woes are trickling down to CCS. Decreased revenues. Mid-year cuts projected to be 8%. Cost per unit has increased from \$26 to \$36, or \$500 per semester for our students, including additional fees and costs of textbooks. San Mateo County will attempt to raise money through bonds. Measure G will designate \$2M for each campus for construction but not for other expenses, such as lab equipment and supplies.	Ray will continue to update committee on budget issues
Enrollment (Ray)	The RT Program remains competitive. There are 28 first-year students and 23 returning second-year students.	Ray will continue to inform committee of enrollment & attrition statistics and pass rates on licensure & NBRC exams with the goal of maintaining or improving quality classroom education and positive outcomes for all students.
Clinical site evaluations (Brian)	Clinical sites are generally well regarded by students. Questions: <i>How is consistency of clinical experience achieved among different sites?</i> Brian provides classroom content to preceptors so that it can be reinforced in the hospital setting. <i>How are honest (and, therefore, useful) preceptor evaluations ensured so this information can guide student direction and future rotation placement?</i> Brian has designed a clinical performance evaluation rubric that preceptors can use to guide numerical ratings.	Brian will continue to report on student clinical experience and addition of new clinical sites with the goal of maintaining or improving the quality of clinical experiences for all students.
Clinical rotations (Brian)	Clinical rotations are a 3-week immersion experience. We are currently maxed out on clinical sites. Brian is working to expand clinical sites for basic therapeutics. Future options: Lucille Packer, Marin General, Kaiser SSF, SMCGH	

