



B.S. RESPIRATORY CARE STEERING COMMITTEE

Thursday, October 27th (2:00 - 3:00 pm)

Attendees: Adam Windham, Bianca Rowden-Quine, Cheri Jones, Dennis Wolbers, Ijaz Ahmed, James Houpis, Judy Hutchinson, Lorraine DeMello

Meeting Chairperson: Raymond Hernandez

Minutes taken by: Nadia Tariq

Agenda

Cohort Progression:

- Initially 42 applicants applied to the program and 35 students received acceptance into the program. Currently, we have 28 students enrolled into the 1st cohort. One of the main reason of students to drop out is the curriculum changes to the program constructed from ACCJC.
- The whole program is 18 months of instructions, where each term will be 9 weeks long for 7 terms. The program is designed to be in hybrid format; 52% live and 48% online.
- Since the Term 1 has ended, we had 100% passing rate in RPTH B10 course while 1 person failed the course in RPTH B20.

Student Support Strategies:

- *Cohort Module* – Portion of Instructional Designer’s salary has been designated to help the faculty with their Canvas platform.
- *Support Staff* – Program Services Coordinator associated with both Associate Degree and Bachelor’s Degree has been given access to Canvas who will be monitoring student’s progress.
- *Canvas Training* – Student readiness training module is available online while help desk will be available effective Spring 17 semester. In addition, new Instructional Aide II will be providing in-person training via one on one appointment bases.
- Canvas role for staff and tutors
- *Collaboration* – Each term is designed to offer two courses at a time. In term 1, we had students work on case study final project and present in groups. The final project gave students an opportunity to be creative and collaborate for their assignments.
- *Tutors* – Two tutors have been hired to be available during mid-week and as well as on Saturdays from 1-4pm when the group is on campus. However as of right now very few students have taken the advantage of utilizing the resource. One of the approach is to have them connect with faculty and give them access to canvas so students can ping them when they’re online.
- *Instructor* – Fulltime position has not been filled yet. The courses will be taught by adjunct faculty who are also industry instructors.
- *Counseling* – Students will be meeting with Lorraine DeMello at least once a semester on regular one on one bases. It’s up to the discretion of student’s availability whether they prefer web conference, phone appointment or meet in-person.

- *Saturdays Coverage* – One of administrators (SMT Dean and Allied Health Director) and/or Program Services Coordinator is scheduled to be on campus.
- *Library* – New librarian has been hired whose background is in Health Care field to provide support.
- *Faculty/Staff Update* – Web conferences are scheduled with all the faculty and support staff at beginning of each term and towards the end of each term to brief everyone.

Simulation Center:

- Allied Health library on the second floor of building 7 will be converted to simulation lab for all allied health students. The lab is scheduled to be installed by Spring 2017.

ACCJC Self-Study/Site Visit:

- Self-Study report was approved by SMCCD Board of Trustees and submitted to ACCJC on September 30th. At this point, two other colleges who were approved for pilot programs has completed their site visits. We still haven't received any update on our site visit but we're probably looking sometime next year early February.

Upcoming Meetings:

- The next BPD summit is scheduled for Friday, March 10th at San Francisco.
- State Wide Financial Aid meeting is scheduled for Tuesday, December 13th.

Success Strategies:

1. Course outlines will be updated to add prerequisites to individual upper division courses.
2. In collaboration with PRIE office, surveys will be created to capture necessary pilot reporting data.
3. State has allocated additional \$15,000. Funds will be used to advertise and recruit students for next cohorts in collaboration with MCPR office.
4. Explore pathways to master's program in Public Health and/or Health Administration where students have options to complete their higher education.
5. In collaboration with Student Life and Development, schedule student engagement events on Saturdays.
6. Create Peer Mentorship program where first year's cohort students can connect with future cohort students.
7. Portion of future assignments will be to connect with tutors either online or in-person.
8. Virtual office hours will be designated for students to contact faculty.
9. Explore Starfish CONNECT, the online appointment scheduling and case management module that facilitates meaningful contact between students and their advisors, instructors, and tutors. The module encourages students to engage more deeply in their academic lives by connecting them to the resources best equipped to help them succeed.

Next Regular Meetings:

The next meetings will be held on November 10th and December 8th from 2:00 to 3:00pm.