

**Skyline College**  
**Respiratory Care Program Community College Advisory Committee Meeting Minutes**  
**September 12, 2024**

In Attendances:

Skyline faculty and administrative staff, clinical site managers, and clinical preceptors: Anrey Bartoszynski, Brian Daniel, Denise Marasigan, George Rice, Gordon Mak, Heather Esparza, Mona Burke, Nadia Tariq, Rena Aiken, Samantha Scott-Marques, A.S. and B.S. Degree Programs students.

	<b>DISCUSSION</b>	<b>ACTION</b>
Minutes from last meeting, introductions, and welcome	Minutes approved. Introduction of everyone in attendance.	Minutes of past meetings posted on Skyline website. Changes or additions will be directed to Program Coordinator.
<b>AS Degree Program:</b>  Status and Update	<p>Currently, there are 26 second-year students and 29 first-year students enrolled.</p> <p>The program exit interview process for 2024, as discussed by Heather Esparza, highlights several key areas for improvement and growth. First, it was noted that students would benefit from spending more time in RPTH 460 and 490, likely to ensure they are better prepared for the complexities of these courses. Additionally, it was recommended that both RPTH 445 and 450 be completed before the summer clinicals, ensuring that students are fully equipped with the necessary knowledge and skills prior to real-world application. Finally, Heather Esparza emphasized the importance of fostering a learning environment, where students feel supported and encouraged to grow academically and professionally throughout their training. These adjustments aim to enhance the overall student experience and readiness for clinical practice.</p> <p>Regarding financial aid, several points have been raised to improve the support system for students. First, it was noted</p>	<p>Program Director will continue to inform committee of enrollment, attrition, and program accreditation status with the goal of maintaining or improving positive outcomes for all students.</p>

that the program extends beyond the Spring semester, which may impact students' financial planning and require adjustments in aid distribution. To address this, it is suggested that the financial aid process be aligned with other respiratory therapy (RT) programs to provide consistency across the board. Additionally, a concern was raised about international students, who face the challenge of covering additional costs out of pocket. This highlights a need for more comprehensive financial support for international students to help ease their financial burdens during the program. These considerations aim to improve the accessibility and fairness of financial aid for all students.

The proposed program schedule modification aims to improve both the quality and timeliness of student completion, particularly for first-year students. The primary goal is to ensure that the program structure aligns with students' academic needs while maintaining a high standard of education. Initially, Microbiology and Physiology were not set as prerequisites; however, due to observed gaps in students' understanding, both courses will now be modified to be prerequisites, ensuring a stronger foundation for the curriculum. Additionally, the plan includes alleviating the intensity of the second-year schedule, making it more manageable for students as they progress.

A key motion was made by Mona to restructure the program, which involved eliminating the externship and moving the courses on Disease and Pulmonary Function Testing (PFT) prior to the Summer rotations. This adjustment is aimed at better preparing students for their clinical experiences.

The NBRC exam update and matrix data, as presented by Heather Esparza, provides a snapshot of the recent graduate performance and upcoming changes to the exam structure. In 2023, the program graduated 19 students, with 18 earning their Certified Respiratory Therapist (CRT) credentials and 15

The motion was met with some opposition, with one student expressing disagreement, but it was ultimately approved. These changes reflect a strategic effort to improve the overall flow and effectiveness of the program while enhancing student learning outcomes.

advancing to become Registered Respiratory Therapists (RRT). Looking ahead to 2024, the program is expected to graduate 23 students, with 19 completing the CRT certification and 7 progressing to RRT.

An important update shared by Anrey Bartoszynski is that the National Board for Respiratory Care (NBRC) is set to change the testing structure by 2027. Currently, students are required to pass two separate exams for certification, but in the future, this will be consolidated into a single exam. This shift is expected to streamline the certification process and may impact the way students prepare for and approach their exams.

The TMC by content area have highlighted several key areas for improvement in the program. These areas include:

- **1B Performing Clinical Assessment:** Improving students' ability to assess patients effectively in clinical settings.
- **1E Recommended Diagnostic Procedure:** Enhancing students' skills in recommending appropriate diagnostic procedures based on clinical findings.
- **3F Utilize Evidence-Based Practice:** Strengthening the integration of evidence-based practices into clinical decision-making.
- **3H Assist a Physician/Provide in Performing Procedures:** Improving students' competence in assisting physicians during procedures.

To address these gaps, Heather Esparza will collaborate with program faculty and the clinical director to incorporate targeted improvements into the existing courses, ensuring that students are better prepared in these crucial areas for clinical practice.

<p>Budget Update</p>	<p>There are no changes from our previous meeting and financially we are in good shape.</p>	<p>Program Coordinator will continue to keep committee members informed of the financial health of Skyline College and RC Program.</p>
<p><b>BS Degree Program:</b></p> <p>Status and Update</p>	<p>Anrey Bartoszynski shared that the program and faculty update include a few important changes. First, Katie Sabato who teaches leadership course has notified us of her decision, and her course will now be assigned to Greg Burns. This shift will ensure continuity in the leadership training for students.</p> <p>The Enrollment and Retention Report reveals that 26 students are enrolled for the Fall 2024 semester, indicating a stable student intake. Additionally, it is highlighted that all upper division courses are prerequisites for the capstone project course. This structure ensures that students have the necessary foundational knowledge and skills before undertaking the capstone, which is likely a critical component of their program. The prerequisite system is designed to prepare students adequately, ensuring they are well-equipped to succeed in their final project.</p> <p>The BSRC program has launched a Carousel Flexible Schedule Structure effective Fall 2024 semester, offering students the choice between two tracks: a fast track and a relaxed track. The fast track is designed for students who aim to complete their coursework at an accelerated pace, while the relaxed track offers a slower, more flexible schedule for those who require additional time to balance academic demands with personal responsibilities. This new structure is intended to better accommodate a variety of student needs, providing a more personalized and adaptable learning experience to enhance academic success and well-being.</p>	<p>Program Director will continue to inform committee of enrollment, attrition, and program accreditation status with the goal of maintaining or improving positive outcomes for all students.</p>

	<p>All the Substantive Changes submitted to CoARC have been approved, reflecting a commitment to keeping the BSRC program at Skyline College in line with updated accreditation standards and best practices. These changes ensure that the program remains relevant, effective, and responsive to the evolving needs of the field.</p> <p>The BSRC program at Skyline College is celebrating its 10-year anniversary, marking a significant milestone in its development. As part of its ongoing efforts to maintain high academic standards, the program is currently working on its Continuing Accreditation Self-Study Report (CSSR) to transition from probational accreditation to continuing accreditation. This process reflects the program's commitment to meeting accreditation requirements and ensuring that it adheres to best practices in respiratory care education</p>	
<p>RT Club Introduction _ Club Representative</p>	<p>Jessica, Nathalye and senate members shared that the In an effort to support fundraising for the program, a garage sale will be held over two days. This event aims to raise funds to benefit the program, providing an opportunity for the community to contribute while also gathering items for a good cause.</p> <p>The UCSF/Skyline Conference will take place on October 25, 2024. A student panel will be featured at the event, with Jessica, Nathalye, and Taylor representing the program. This panel will provide an opportunity for students to share their experiences and insights, contributing to the conference's discussions on respiratory care and education.</p> <p>Both 1st and 2nd year students will be competing in the Sputum Bowl, with Sara Morison serving as the coach for the teams.</p>	<p>Will continue to create fundraising opportunities to help students meet the funds to graduate.</p>

	The Regional Sputum Bowl will be hosted at Skyline College, providing an exciting opportunity for the students to compete and showcase their knowledge in respiratory care.	
<b>Announcements</b>	<ul style="list-style-type: none"> <li>➤ <b>Tahoe Conference:</b> October 16-18, 2024</li> <li>➤ <b>UCSF/Skyline Conference:</b> October 25, 2024</li> <li>➤ <b>Regional Sputum Bowl:</b> February 2025</li> <li>➤ <b>Meet &amp; Greet:</b> October 29, 2024, from 11 am to 2 pm</li> <li>➤ <b>AARC (American Association for Respiratory Care) Conference:</b> November 20-23, 2024</li> <li>➤ <b>GBAR Meeting:</b> Saturday, September 14, 2024, at Foothill College. George Rice will be transitioning out, and Samantha Scott-Marquina will take over as the new GBAR President.</li> </ul>	
<b>Next Advisory Meeting:</b>	TBA	