

**Skyline College**  
**Respiratory Therapy Program Community College Advisory Committee Meeting Minutes**  
**September 9, 2013**

In attendance:

Skyline faculty, clinical site managers and clinical preceptors: Ijaz Ahmed, Paul Roggero, Monte Schachner, Vivian Yip, Scott Kawamura, Linda Feist, Suad Husary, Lee Michel-Henning, Chris Comstock, Brian Daniel, Nichol Marta, Ramona Burke, Diane Janakes, Ray Hernandez, Lee Guion (Chair, Recording)  
 16 First and Second Year RT Program students

TOPIC	DISCUSSION	ACTION
Review of minutes from last meeting Introductions and welcome	Minutes approved	Minutes of past meetings posted on Skyline website
<b>Continuing business:</b> New Faculty	Introduction of Dr. Ijaz Ahmed, Director of Respiratory Therapy and Allied Health. This is an administrative faculty position. However, Dr. Ahmed has agreed to teach classes, as teaching and student success are his professional passions. Brief remarks by Dr. Ahmed and summary of his background in medicine, teaching, and goals for the field of Respiratory Care. Scott Kawamura has joined the adjunct faculty at Skyline and will be taking over 2 of Brian Daniel's classes. Heather Esparza will be teaching neonatal respiratory care. Ray is teaching A&P. We are looking for a new pulmonary function instructor since Jim Harvey has retired.	Ray and Ijaz will inform advisory committee members of hiring of new faculty and level of instruction to ensure high quality classroom education and positive outcomes for all students.  Dr. Ijaz 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.
Enrollment (Ray)	Current enrollment: 21 returning Second Year students; 25 First Year students	
Budget update (Ray)	San Mateo County Measure G is providing \$6 M partial tax funding over 4 years for community colleges. Right now the financial picture at Skyline is a positive one. The overall budgets of San Mateo County and California have improved. Enrollment at Skyline is down slightly. Discussion of accreditation travails of San Francisco Community College system. Skyline College's accreditation is up for review soon. Financial aid is more difficult to obtain and student fees have increased. However, the employment situation in the Bay Area has improved.	Ray will continue to keep committee members informed of the financial health of Skyline College and RT Program.

<p>Clinical rotations (Brian)</p> <p>Student reports (Teresa)</p>	<p>Second Year students are beginning their critical care rotations. They are enthusiastic and motivated. Brian continues to seek new clinical affiliations. A clinical preceptor meeting was held prior to the RT Program Advisory Committee meeting. Brian, students, and clinical preceptors are working to improve the clinical rotation evaluation process. Students note there is a lack of consistency in RT staff evaluations. Students want honest, detailed, and timely feedback. They would like a verbal summary of their performance in addition to the numerical rating scale.</p> <p>RT Club Updates: Officers of RT Club introduced. Goals: Giving back to the community and fundraising to defray costs of student travel of conferences. Toy drive for Oakland Children’s Hospital (Oct 19 – Dec 19). AARC Congress in Anaheim Dec 15 - 16. Leadership within the AARC and the profession will be a focus.</p> <p>First Year students thanked Second Year students for hosting the Meet-and-Greet at the beginning of the semester.</p>	<p>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.</p> <p>Continued Goals: Mentor first-year students; Find fundraising and community volunteer opportunities that allow for continued education and promotion of the profession of Respiratory Care.</p>
<p><b>New Business (Ijaz)</b> CoARC Data NBRC changes</p> <p>Announcements: Upcoming events</p> <p>Date for next meeting</p>	<p>CoARC data is available on the Skyline College web site. Benchmarks are published with thresholds for each category (3 year averages). Skyline’s RT Program is above CoARC thresholds.</p> <p>Changes to NBRC exam: Starting 2015 NBRC will conduct one written exam and clinical simulation.</p> <p>There are changes in exam matrix. We will review our course work curriculum to insure all the items are covered. In 2015 NBRC credential (RRT) will be required for RCP license in CA.</p> <p>For Medicare reimbursement, RRTs must possess a BS degree.</p> <p>Lungapalooza – Sept 21 San Leandro Respiratory Care Week – Oct 20 - 26 GBAR meeting – Nov 9 Palo Alto AARC Congress – Nov 15 – 19 Anaheim, CA</p> <p>Tuesday, February 4, 2014</p>	<p>Results will continue to be posted on-line and available to the public. The preparation requirements for the NBRC exams will be closely monitored to insure Skyline students are well prepared for taking and passing national exams.</p>