

Skyline College
Respiratory Care Program Community College Advisory Committee Meeting Minutes
June 6th, 2017

In attendance:

Skyline faculty and administrative staff, clinical site managers, and clinical preceptors: Benjamin Fernandez, Brian Daniel, Gordon Mak, Heather Esparza, Ijaz Ahmed, Joe Rice, Krystal Craddock, Lee Guion, Nadia Tariq, Prusela Phillips, Ramona Bruke, Ray Hernandez A.S. and B.S. Degree Programs students.

	DISCUSSION	ACTION
Minutes from last meeting, introductions, and welcome	<p>Minutes approved by Raymond Hernandez.</p> <p>Introduction of everyone in attendance including students enrolled in Bachelor's Degree program.</p>	<p>Minutes of past meetings posted on Skyline website. Changes or additions will be directed to Program Coordinator.</p>
<p>Continuing Business:</p> <p>Enrollment/Application Process</p>	<p>Enrollment: 25 students in first year, 19 in second year students while we have 26 students enrolled in Bachelor's Degree program. Application cycles closed for next cohort as of May 1st. Over 120 applications were received for 25 spaces. If more applications are received than spaces allows, lottery system is set up and waiting list is formed. Depending on the status of each applicant's application, students gets placed into different pool. Pool "A" is assigned to applicants with two entries who applied the previous year cycle, with a complete application, but did not get accepted. Pool "B" is assigned to new applicants with a complete application and successful completion of all prerequisites. Pool "C" and "D" are assigned to applicants whose applications are not complete and will not be included in the lottery. The Associate degree program orientation will be schedule towards the end of June. Bachelor's degree program application cycle is open and will remain open until all the spots are filled. The plan for bachelor's degree program to go fully online will be delayed until Fall 18 semester.</p>	<p>Ijaz 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>
Clinical Rotations/ Inter-rational Report	<p>Brian reported that 19 student from the 2nd year class is completing their internships this month. 25 students are in their second week of their clinical rotations. Brian also reported that clinical rotations in the past Spring and Fall semester have gone well. He's trying to do more reliability report using the 5 elements rubric. He's looking forward to do high quality of interrater once the simulation lab in launched.</p> <p>In terms of clinical sites, no update on Seton Medical Center while the contract with Highland is under administration review. Ray also mentioned that along with him,</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>Budget Update</p>	<p>president Regina Stanback Stroud is setting up a meeting with Seton Medical center's CEO.</p> <p>Using one time State funds, Allied Health computer lab will be converted to simulation lab and purchase equipment. At this point, pretty much all the funds has been spent. College has advocate and approved full-time Bachelor's Degree program faculty and full-time instructional aide.</p>	<p>Ray will continue to keep committee members informed of the financial health of Skyline College and RC Program.</p>
<p>Job Fair, Mock Interview Report & Credential Success Award</p>	<p>Ijaz reported that Respiratory Care program has received credential success award 3rd time in a row. He also mentioned that both Job Fair and Mock Interview event is well appreciated by students. Dr. Mak shared that it's been great to have the 2nd year student's visitations.</p>	<p>Continued Goals: Mentoring of First Year students by Second Year students; Find fundraising and community volunteer opportunities that allow for continued education and promotion of the profession of Respiratory Care.</p>
<p>RT Club Update</p>	<p>Richie reported that there are 8 students who will be attending CSRC conference this year where two groups of students will be participating in spectrum bowl. He also mentioned that Barbara Haley will be the keynote speaker for Associate Degree program graduation.</p>	<p></p>
<p>Continuing Business Degree: B.S. Degree Update</p>	<p>Currently, there are 26 students enrolled in the 1st cohort. When the cohort started, there were 31 applicants. Out of 26 students, 15 students in the current cohort graduated from Skyline College both new or alumni, 3 students from Napa Valley college, 2 students from Foothill College, 1 student from Ohlone, 1 student from Compton, 1 student from Victor Valley, 1 student from CC San Diego and 1 from Pima Medical. In terms of the demographic data, 2 students are in the age range of 21 to 25, 9 students in the age range of 26 to 30, 12 students in the age range of 31 to 40, 6 students in the age range of 41 to 50, 3 in the age range of 51 to 60 and 1 student in the age range of 60 and above.</p> <p>Skyline College's pilot program is the only program offering more upper general courses compare to any other pilot program across the state. As a final project, students are expected to meet a varied number of hours per week with a faculty and/or community member to facilitate progress and completion of an independent study capstone project identify of a research question, issue, problem or need in the field. Ray asked the committee members especially managers to take this opportunity to guide and support the students as mentors. He will send the survey identifying volunteer.</p>	<p>RC Program faculty and administrators will continue to seek and provide improved educational opportunities for students with the goal of promoting classroom and clinical excellence and expanding professional opportunities following graduation.</p>

<p>Faculty Updates</p> <p>New Business & Updates:</p> <p>CoARC Self-Study Task Force</p>	<p>Ray reported that it has been hard to fill in the full-time position. It's a struggle and continue to be struggle to find qualified candidate for the position.</p> <p>Self-study report is due on November 1st. During the last report, Ray had form task force consist of community members, managers, faculty, and students from the program. The committee met approximately three times but Ray, Brian and Lee did bulk of the report. Once the report was completed, it was brought back to the community members for one final review.</p> <p>Discussion took place where Ijaz as a program director will send out the e-mail asking for volunteers who can meet at least two additional times in addition to September advisory committee meeting. He will send out the standards and set up preliminary/directive things to look at such as:</p> <ul style="list-style-type: none"> ➤ Last Self-study ➤ Report on last self-study ➤ Progress made over last 10 years <p>During the 1st meeting, he will talk about the information and start looking at buckets of information to use for each of the areas listed in the report. In terms of writing of the self-study and administrative pieces, faculty of the program and any volunteer will work on the pieces. The goal should be to have the final draft by the next advisory committee meeting scheduled in September.</p>	
<p>Simulation Lab</p> <p>AB 387</p>	<p>Allied Health library located in the hallway will be converted to simulation lab using one-time funds in the Summer semester.</p> <p>Ijaz reported that the bill AB 387 has been introduced where all the health care trainees is to be treated as paid employees. If passed, AB 387 would cause many clinical training slots for these critical professionals to be eliminated, which, in turn, would put allied health educational programs at risk of closure. The programs, many of which are offered by California's Community Colleges, would not be able to offer program enrollment without enough clinical training placements for students at hospitals. The effects of this significant decrease in capacity within the current training system would exacerbate existing allied health care workforce shortages, put the development of a strong pipeline of future health care givers in jeopardy which in turn would have a</p>	

<p>SMCCD Student Alumni Celebration</p> <p>Announcements:</p> <p>Date for next meeting</p>	<p>detrimental effect on access to care. CSRC is highly involved and keeping everyone updated in regards to this bill.</p> <p>Prusela Phillips from SMCCC Foundation came to provide an overview during the meeting. The mission of the foundation is to make sure that quality, affordable higher education is available to every member of our community. To that end, raise money that funds student scholarships and connect all the alumni. The discussion took place to hold a celebration through the foundation in Spring 2018 in combination of 1st Bachelor's degree program graduate cohort, new simulation lab and accreditation site visit.</p> <ul style="list-style-type: none"> • Associate Degree program graduation is scheduled for June 22nd. • CSRC conference is scheduled from June 13th through June 15th, 2017. • AARC conference is scheduled from October 4th through 7th, 2017 in Indianapolis. • Monty has retired effective June 1st. • VA San Francisco is hiring civilian for their positions. <p>September 26th, 2017</p>	
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