

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	

<p>Student reports (Andrew)</p> <p>40th Year Anniversary</p>	<p>Second-year students are starting mechanical ventilator rotations. Fundraisers to help with travel costs to AARC convention planned.</p> <p>First-year student representatives have just been selected and are getting started. On Nov 1st students will compete for cash prizes with 5-minute films at the Breathe California Film Festival. Tickets are being sold for the festival with some of the proceeds going back to the schools.</p> <p>The RT Club will be raising money for scholarships.</p> <p>20 people attended the 1st planning committee meeting. Date of event: Oct 2012, Saturday during Respiratory Care week. Late afternoon or early evening. 800 graduates have been identified. Alumni and friends can attend. Adults only. Alcohol allowed.</p>	<p>Continued Goals: Mentor first-year students; make connections; reach out to alumni in hopes of increasing support of RT Program.</p> <p>Reunion Planning committee will continue to meet and finalize celebration details.</p>
<p>New Business (Ray) CoARC</p> <p>College Administrative Changes</p> <p>Announcements of upcoming meetings and events</p> <p>Next Meeting</p>	<p>CoARC survey 2010 – 2011. Program statistics distributed. These can be found on line under “Advisory Committee”. Categories: enrollment/attrition; outcomes for program; pass rate on state licensure (pass rate on NBRC exams are no longer evaluated.) We are at or above threshold in all categories. For 2010: Employment 92%; CRT credentialing 96%; employer satisfaction 100%.</p> <p>The hiring committee has not found acceptable candidates for the program director position. Ray is working to improve financial compensation and change title from that of coordinator to that of director. We have implemented Plan B: Ray wears 2 hats and Sonia Sharma teaches on an interim basis.</p> <p>BAMM – September 30 Lungapalooza – September 24 GBAR – October 29 Breathe California Film Festival – November 1 AARC Convention – November 5 – 8</p> <p>February 7, 2012</p>	<p>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.</p> <p>Update on hiring progress at next meeting. Many thanks to Sonia.</p>