

Skyline College
Respiratory Therapy Program Community College Advisory Committee Meeting Minutes
May 18 2004

In attendance: Keith Rasmussen (Kaiser SF), Ray Hernandez (PD), Diane Janakes (CPMC), Gordan Mak (MD), Marlana Skye (1st year student), Paige Kelly (UCSF), Brian Daniel PD), Sabra Weiss (SFGH), Mike Williamson (SMT Dean), Julio Barba (UCSF), David Vinson (2nd year student)

Recording: Ray Hernandez (PD)

Chair: Lee Guion (St. Lukes)

TOPIC	DISCUSSION	ACTION
Review of minutes from last meeting	Accepted as read	None
Introductions and welcome	Paige Kelly, Education Coordinator UCSF	
Old business: Faculty Update	In open application process. Will close May 24 th . Review committee formed. Interviews to be conducted first week of June. President of college will make final hiring decision.	Selection expected prior to summer session.
Facilities update	Mike W: In design and build phase. Contractor bidding in process. New Allied Health Center will be where Bldg 7 is now. Projected completion date: Fall 2007. Challenge for RT program: temporary housing of lab, compressed gases etc.	Mike will keep us posted.
State budget	Governor's revised budget: Fees to increase to \$26 per unit. Students with BA/BS degrees will pay \$50 per unit. This may negatively impact returning students.	None
Conference Above the Fog	Program Faculty is set. First "save the date" mailing has been sent thru RCB	Conference planning

<p>RT Club</p>	<p>list to 2000 Bay Area RCPs (Napa to Monterey to Livermore.) Next planning meeting is June 1st. 30 Something Year Reunion to be held at Chevy's in South SF.</p> <p>David Vinson, club president, reports 100% student membership in AARC and CSRC for both 1st and 2nd year students. Money from RT Club fund will be used to fund conference attendance and educational advancement for students.</p> <p>New skills competency check list is in development to simplify process for students (Improvement in clinical manual.) Additions to clinical evaluation survey so students can better evaluate clinical experience. Mentoring process: 2nd yr students are assisting 1st yr students in RT lab</p>	<p>committee will continue to meet. Managers to encourage staff to attend.</p> <p>David's last semester as president. RT Club programs to be continued by new president.</p>
<p>New business: Student enrollment and recruitment</p> <p>Job Fair</p> <p>Announcements/Comments</p> <p>Next Meeting</p>	<p>23 students are returning for 2nd year in Fall 2004. (Graduating class of 2005) Increased need for new clinical sites. Under consideration: San Mateo General Hospital, VA San Francisco, St. Francis. Specialty rotations: NICU at Kaiser SF. Other rotations under consideration: ALS and neuromuscular disease clinics, pediatrics.</p> <p>Graduating class of 2006: 47 applications. Application period closed May 15. Application form provided to advisory committee members. Student evaluation process reviewed by Ray. Selection process is determined by California community college system.</p> <p>May 27 at Skyline from 10:00 to 12:00. Twenty plus facilities are participating. BAMB from 12:00 to 2:00. Manpower survey will be distributed to all facilities which completed form.</p> <p>Keith requests the addition of guidelines for interviewing for staff positions and resume writing for graduating students September 21, 2004</p>	<p>. Update at next advisory committee meeting</p> <p>None</p> <p>Noted by Ray</p>

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