

**Skyline College**  
**Respiratory Therapy Program Community College Advisory Committee Meeting Minutes**  
**February 7, 2008**

In attendance: Skyline faculty, clinical site managers and preceptors: Ray Hernandez, Chris Comstock, Brian Daniel, Paul Roggero, Irving Spivey, Mike Williamson, Lee Guion, Sabra Weiss, Shaina Bearman, Paige Brown Kelly, Diane Janakes Zasada, Sean O’Keefe, Dr. Gordon Mak  
 Skyline students: Wesley Toy, Nazmin Shah, Elena Cisneros, Jason Ferrer, Marcela Summariva, Dimitri Saladze, Josephine Valdes, John Nevado, Paul Lopez  
 Recording: Sabra Weiss  
 Chair: Lee Guion (Absent)

| TOPIC  | DISCUSSION  | ACTION  |
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| Review of minutes from last meeting<br>Introductions and welcome             | Correct Skyline student name: Marcela Summariva<br><br>New RT Department Directors: Brian Smith (UCSF), Terri Pena (Saint Francis)<br>Lee Henning replacing Lynn Berger as clinical affiliate for Mills-Penninsula  | Minutes of past meetings posted on Skyline website<br>Welcome to both Directors and clinical affiliate                                  |
| <b>Old business:</b><br>Facilities update<br>Mike W<br><br>Budget<br>Mike W. | RT program interim lab continues to be adequate. Problem with heater in portable bathrooms have been addressed. Heater now working.<br>Renovation in building 7: West wall of building found to have dry wrought and will add cost to budget. Opportunity to place windows in new lab because of this. Dean monitoring construction...frustrated many request are not as originally thought. Patient wall panels were not installed but will ensure O2/air/vacuum will be present at each lab bedside.<br>Completion date pushed back to Fall 09.<br><br>Prop 92 defeated – would have had little impact<br>No mid year budget cuts expected but there will likely be significant cuts next year. Enrollment up 10.8% college wide from last semester. Increased enrollment means increased funding for the college. Historically enrollment increases as unemployment increases.<br>State funding has been awarded for allied health program equipment. RT program has requested Draeger XL, Avea ventilators and test lung. | Mike will report on latest developments at next meeting<br><br><br><br><br><br><br><br><br><br>Quotes forwarded to Dean for submission. |
| Student enrollment   | Application process open for entry Fall 2008. Students who applied in last cycle  |   |

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| Ray   | <p>only need contact program director to reactive application. Application pool is anticipated to be as previous cycles.</p> <p>Current students: Graduating class 2008 – 21 students. Graduating class 2009 down to 18 signifying a higher attrition than previous years. Some were due to academic reasons and others for various personal reasons.</p>   | Continue to monitor attrition   |
| CoARC<br>Ray Hernandez                      | <p>2007 CoARC annual report distributed. All thresholds met. In previous year, RRT completion rate below 50% threshold. CoARC had contacted program recognizing issue but issued no action. 2007 threshold at 51.5% just above CoARC threshold.</p> <p>NBRC has extended RRT credentialing eligibility deadline till 2/28/2009. Advisory committee felt there were some staff members who did not meet deadline.</p> <p>Clinical sites voiced confusion regarding requirements for CRT entry i.e. Associate Degree with RT major vs. certificate of completion and separate A.S. degree.</p> <p>Paul R. reminded advisory committee that graduates beginning 2002 must renew NBRC credential every 5 years. If this does not occur, credentialing will be removed.</p>  | <p>Per accreditation standards report made available on RT website under advisory committee. Will continue to work with clinical sites to encourage staff to complete RRT credential in a timely manner.</p> <p>Ray H. will investigate and clarify CRT entry requirements.</p> |
| Clinical coordinator update<br>Brian Dainel | <p>Request for disposal equipment donations for 1<sup>st</sup> year students as this helps to keep costs down for students. Getting increasingly difficult as there is less control from department with inventory.</p> <p>Idea raised about starting a journal club and being led by Skyline Clinical Director.</p> <ul style="list-style-type: none"> <li>• Help community practitioners be informed</li> <li>• Creates network opportunities within community</li> </ul> <p>Advisory group members stated focus should be towards staff members rather than managers and should be specialty specific. 1<sup>st</sup> step identified to distribute flyer with attention grabbing topic. Successful if 1-2 people per hospital attended.</p> <p>Suggestions: provide CEU's, rotate through different hospitals, have during lunchtime. Will schedule at Skyline as alternative site.</p> | <p>Brian will lead this project.</p> <p>Committee members to send Brian ideas for hot topics.</p>   |
| Respiratory Therapy Club                    | 16 students attend AARC Conference last December.   |   |

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| <p>Wesley Toy<br/>Nazmin Shah<br/>Josephine Valdes</p>   | <p>\$9,000 raised through fundraising activities.</p> <ul style="list-style-type: none"> <li>• 49 football games</li> <li>• ASSC request</li> </ul> <p>Chevy's fundraiser April 10. 25% will be donated to Skyline RT club</p> <p>1<sup>st</sup> year students start clinical rotations 2/22. Very excited and enthusiastic.</p>  | <p>Students will distribute flyers at clinical sites</p>   |
| <p><b>New business:</b><br/>CoARC Accreditation Self Study and Site Visit</p> <p>Job Fair</p> <p>Human Resource Survey</p> <p>Mock Interview Workshop</p> <p>Simulation learning tools</p> | <p>Self study to completed 7/08. Onsite Visit by 1/09<br/>Request for Accreditation self study committee. Tasks: review data, writing and revising report. Approximately 2-3 meetings one to two hours in length.<br/>Timeline:<br/>April – complete faculty, advisory group, student, graduate, employer questionnaires.<br/>May – discuss and analyze data. Write draft of self study.<br/>June - present draft to advisory group and continue to refine<br/>July – send written self study<br/>December? – site visit</p> <p>To be held April 23<sup>rd</sup> in Student Conference Center. Held earlier this year to ensure attendance by all bay area RT programs.</p> <p>Human resource survey invite to go out in March. No changes in questions from last year.</p> <p>Potential dates: 4/25 or 5/2 from 9am – 12pm</p> <p>Brian Daniel stated many programs now using simulators. Would like to explore opportunities. Resource could be shared with community.<br/>Discussion:</p> <ul style="list-style-type: none"> <li>• CSM Nursing department have resource and provide for multidisciplinary experience.</li> <li>• How would community access occur</li> <li>• Could a grant be obtained?</li> </ul> | <p>Committee established:<br/>Ray Hernandez - PD<br/>Brian Daniel – CD<br/>Dr. Mak – Med Director<br/>Sabra Weiss – RT Dept. Dir.<br/>Lee Guion – Advisory Chair</p> <p>Nazmin Shah – Student<br/>Josephine Valdes – Student<br/>Paul Lopez – Student<br/>John Nevado - Student</p> <p>Will be scheduled 5/2<br/>Ray to confirm participation from community RT departments</p> <p>Brian and Ray will continue to explore.</p> |

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| Announcements | San Francisco General Hospital Conference 4/11<br>Greater Bay Area Region Winter Bash 2/23 |  |
| Next meeting  | June 5, 2008<br>5:30 – 7:00pm  |  |