

SKYLINE COLLEGE RESPIRATORY THERAPY PROGRAM

ADVISORY COMMITTEE MEETING

June 10, 2003

5:30 – 6:00pm – Dinner
6:00 – 7:00pm – Meeting
Building 5, Room 5131

AGENDA

- I. Introductions as necessary**
- II. Minutes from last meeting**
- III. Old Business**
 - A. Program Faculty changes**
 - Medical Director –
 - Dr. Gordon Mak, SMGH ICU / Respiratory Therapy Medical Director
 - Qualifications and Responsibilities
 - Program Director
 - Raymond Hernandez, BA Health Services Administration
 - Interim Clinical Director
 - Brian Daniel, RRT
 - B. Student enrollment and recruitment**
 - Information handout
 - C. Facilities**
 - Lab availability
 - Funding for new lab
 - D. State Budget and College**
 - E. Mentor Program**
 - F. Program Survey**
 - G. Respiratory Therapy Club**

IV. New Business

- A. Program Accreditation
 - 1. Fall 2003– Self Study
 - 2. Summer 2004 – On site visit
 - 3. RRT Attempts
- B. HIPPA regulations and student clinical site rotations
- C. Skyline sponsored conference / Napa Wine Conference
- D. Skyline College 30+ Graduate Reunion

V. Announcements/Other

- A. Julio Barba will be facilitating the annual human resource survey. The goal is to automate the process via electronic distribution and submission.
- B. Please remind your staff to complete their RRT written credentials. They may find information regarding preparation: <http://www.ketteringseminars.com>
- C.

VI. Date for next meeting

Student Recruitment

Efforts 2002-2003 Academic Year:

- 2 Websites
 - Skyline College
 - Respiratory Therapy Program
- 2 middle school and high school career days
- Skyline College Program Fair
- Northern California Senior Career Day (2500 students)
- 3 K-12 counselor days sponsored by Skyline College
- 4 Code Blue presentations to Skyline College Anatomy/Physiology classes
- Co-taught 3 sections of physiology lab (lung volumes/spirometry)
- 3 integrated class assignments with Human Biology and Microbiology courses:
 - Vital signs
 - Respiratory assessment
 - Sputum induction
- Coordinated events with the Skyline College Health Center
 - Great American Smokeout
 - Clean Air Day
- 250+ Applications mailed / passed
- Mailed reminder followup letter April 2003

Results:

- 31 Applications
 - 24 enrolled
 - 1 declined (admitted to x-ray program)
 - 2 incomplete
 - 4 unqualified

Continued Efforts:

- Community to attend local career days and events to make profession more visible
- Brochures - information
- Revitalize connection with San Francisco Community College
- Bookmarks inserted to textbooks at bookstore
- Advertise job fair to College at large
- Continue interaction with other discipline courses where appropriate