

ADVISORY COMMITTEE MEETING MINUTES

PROGRAM COMMITTEE NAME:

Surgical Technology

CHAIRPERSON: Mary Lou Roberts		
MEETING DATE: March 8, 2011	MEETING TIME: 12:00 p.m.	MEETING PLACE: Allied Health 162
RECORDER: Kim Lacey, Executive Secretary		PREVIOUS MEETING: April 8, 2010

MEMBERS PRESENT:

Name and Title:	Employer Info:	Email and Phone Number
Leslie Deckard, RN	Northwest Texas Hospital	806.354.1000
Ronnie Head, RN	Physicians Surgical Hospitals	806.354.6100
Debbie Inman, CFO	Physicians Surgical Hospitals	806.354.6100
Melinda Jones, CST	Baptist St. Anthony's Hospital & Amarillo College	806.212.6065
Daena McAllister, Student Representative	Amarillo College	806.356.3663
Mary Lou Roberts, RN	Northwest Texas Hospital	806.354.1000
Ben Segura, CST	Baptist St. Anthony's Hospital & Amarillo College	806.212.6065
Cara Segura, CST	Physicians Surgical Hospitals	806.354.6100
Christi St. Charles	Past graduate of the program	
Jean Small, RN	NWTH Surgical Services	806.359.7999
Paula Sullivan, RN	Baptist St. Anthony's Hospital	806.212.6065
EX-OFFICIO'S PRESENT		

Lisa Holdaway, RN	Program Director	leholdaway@actx.edu 806.356.3663
Holly Bentley, RN	Clinical Manager	hbentley@actx.edu 806.356.3663
Bill Crawford	Dean of Health Sciences	wecrawford@actx.edu 806.354.6070
Cherie Clifton	Advisor & Licensed Counselor	caclifton@actx.edu 806.354.6007

Agenda Item	Action / Discussion / Information	Responsibility
Old Business: N/A		
Continuing Business: N/A		
New Business:		
Minutes - April 8, 2010	The minutes were read and approved.	All voting members
Curriculum Decisions: Holdaway & Bentley	The program seems to be working well with the new start date in the summer. The classes seem to flow better. The Introduction to Surgical Technology is online and are using AC online for all other courses for resources and class preparation for students prior to them coming to class. There will be a Professional Rediness course that will be four credit hours, offered once a week for the last four weeks of class. Bentley discussed the clinical evaluation tool to use for students.	Bentley gave everyone a copy of the Clinical Evaluation Worksheet

<p>Ex-Officios Report: Ben Segura, Cherie Clifton, Bill Crawford, Holly Bentley</p>	<p>Seguara stated that he is happy to be associated with this program and appreciates the facilities for all their support for the students and their donations. Clifton reported that Amarillo College has another record enrollment of 11,300 students. Clifton also works with the Adult Student Programs and can get student's money for gas, etc. Crawford went over the Advisory Handbook with the committee. Crawford also discussed the budget issues for Amarillo College and there will be a tuition increase, and some programs may be cut, as well as some positions. Bentley reminded the clinical instructors that all students must wear eye shields. If the student does not wear their eye shield they will get points taken off. Bentley offered her thanks to the facilities and for the donations given to the program.</p>	<p>The Advisory Committee Handbook was given to all committee members.</p>
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Affiliation Reports:	Discussion
Baptist St. Anthony's Hospital	Appreciates Holly, Ben and Melinda's help with the students. The students are very good this year and offer to help and to do whatever needs to be done.
NORTH Surgery Center	Appreciates Holly's help as well. The students are doing very well - enjoy having them.
Northwest Texas Hospital	No issues with students - they are doing very well. Would it be possible to set-up an Instrument Technician Program? Holdaway will check on that.
Physicians Surgical Hospitals	This is the first rotation for students and love having them - they are doing a good job.

New Business: Lisa Holdaway	<p>Holdaway thanked everyone for all their support and appreciate everyone's hard work with the students. As always, if there is any issues or comments about anything, call Lisa. Currently there are 10 students that will graduate and they will take their CST exam two weeks prior to graduation (May 13, 2011). Last year, class of 2010, 12 students took the exam and 10 passed. AST will be coming out with a 6th edition of core curriculum - changes will be implemented in the program at that time. The candidate handbook is on line with NBSTSA and will answer questions about who is qualified to take the exam and how to apply for the exam. The new class will start June 6 until July 29 and the students will NOT scrub until the end of the summer...Clinical I. Currently there are 34 applicants and 24 interviews have been done. The program will accept 25 students this year.</p>	
Other Business: Mary Lou Roberts	<p>Roberts announced her retirement from Nwth Sept. 2011.</p>	<p>Roberts many years of support to this advisory committee and program will be deeply missed. We thank you Mary Lou, for everything!</p>
Adjournment: 1:30 p.m.	DATE: March 8, 2011	NEXT MEETING: Spring 2012