

ADVISORY COMMITTEE MEETING MINUTES

PROGRAM COMMITTEE NAME:

Mortuary Science

CHAIRPERSON: Chuck Robertson		
MEETING DATE: March 31, 2011	MEETING TIME: 12:00 P.M.	MEETING PLACE: WCC 101
RECORDER: Kim Lacey, Executive Secretary		

MEMBERS PRESENT:

OTHERS PRESENT:

Name and Title:	Employer Info:	Email and Phone Number
Chuck Roberts, Owner & Director	Robertson Funderal Directors	806.874.3515 c.robertson@robertsonfuneral.com
Gary Cogburn, Student Representative		806.467.9235 doublesuds@juno.com
Sharon Eytcheson, Owner & Director	Hereford Heritage Funeral Home	806.3364.2211 herfordheritage@aol.com
Jarrold Crowell, Funeral Director	Cox Funeral Home	806.690.4122 jarrod@coxfuneralhomeamarillo.com
EX-OFFICIO'S PRESENT:		
Lisa Meehan, Program Director	Amarillo College	806.356.3631 ldmeehan@actx.edu
Scott Rankin, Faculty	Amarillo College	806.356.3675 jsrankin@actx.edu
Bill Crawford, Dean of Health Sciences	Amarillo College	806.354.6070 wecrawford@actx.edu
Cherie Clifton, Advisor & Counselor	Amarillo College	806.354.6007 cacclifton@actx.edu

Agenda Item	Action / Discussion / Information	Responsibility
Minutes:		

Review of Minutes	Meehan reported that the two meetings that were held in 2010, were accreditation meetings and no minutes were taken.	
Report from Cherie Clifton	Clifton reported that the college is at a record high enrollment this spring at 11,000 students. Currently there are 1366 Allied Health majors. Due to the dismal budget issues within the state of Texas, it could affect enrollment.	
Report from Student Representative	Cogburn reported that everything is going well..ready to graduate. Lisa and Scott are doing an	
Member Reports	Members agreed that the program has done a total 180 degree turn for the best...thanks to Lisa and Scott's hard work. It was added that the program has more to offer than it did in 2005. The program is more structured now than ever before.	
Curriculum Ideas:		

MS Program Curriculum

Meehan stated that they are looking at the curriculum outlines to see what is weak and will change it so that those areas are taught like they should be. Currently, the certification program is 100% online and the Associates Degree program is 80% online. Starting in the fall all sciences courses will be tailored to fit the MS program. In the fall, some of the online courses will have a video attached to demonstrate some hands-on techniques that the students can actually watch instead of reading it out of a book. Rankin's goal is to be able to offer courses that are online AND in the classroom as well (he tried it in the spring but the classes did not make). Rankin will add new exercises to the funeral director courses and clinical exercises, such as writing obituaries, arranging a "mock" conference, and do some role playing. Meehan would like to see Amarillo College offer a certification in Embalming. She would like to have a fully functional embalming area on-site. Meehan would also like to see Amarillo College offer a Cremation Certification either through continuing

Meehan & Rankin

Director Report	<p>Meehan reported that the program is accredited until 2013! She is very happy that Scott Rankin is on board and teaching full-time. Rankin started last fall and is doing an excellent job. The Board scores for 2010 showed that 80% passed and in 2011 75%. She believes that the students are taking too long to take their test, and that now, a student must finish the Associate Degree program within three years. Governor Rick Perry has proposed that the Texas Funeral Service Commission, the Texas Board of Veterinary Medical Examiners, and the Texas Board of Plumbing Examiners all be placed under the Texas Department of Licensing and Regulation due to budget constraints. Amarillo College is also under budget constraints and travel has been cut. Crawford added that if Meehan is required to attend a conference that he would find the money for her to go. Meehan is in the process of launching Sigma Phi Sigma this fall.</p>	
Faculty Report	<p>Rankin is delighted to be part of the program. He teaches all online courses, however, his goal is to offer classes in the classroom as well. He feels the students would benefit from having more hands-on training. Rankin said he expects his students to be professional at all times, and if they are not meeting the clinical affiliations requirements or if an affiliation is having issues with a student for them to not hesitate to call him or Lisa. Rankin added that the program depends on all of the affiliations to be an extension of Amarillo College and he is very appreciative of all they do for the program and their students.</p>	

Bill Crawford, Dean of Health Sciences	Crawford discussed the Advisory Handbook that was given to everyone. He commented that even though the committee meets only once a year the program relies heavily on the committee's support and input all year long. It was suggested that the meetings be held in the evening.	Lacey will schedule advisory meetings in the evening.
Adjournment	Being no further business the meeting adjourned at 1:00 p.m.	Meehan and Rankin gave committee members a tour of the facility.
		Next Meeting: Spring 2012