

Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME:	Occupational Therapy Assistant				
CHAIRPERSON:	Jacob Stowe				
MEETING DATE:	4/20/12	MEETING TIME:	7:30 a.m.	MEETING PLACE:	AH 163
RECORDER:	Kim Lacey, Executive Secretary, 354.6055, kslacey@actx.edu			PREVIOUS MEETING:	4/28/11

MEMBERS PRESENT

List all members of the committee, then place an X in the box left of name if present

	NAME	TITLE	EMPLOYER INFO	PHONE	EMAIL
X	Jacob Stowe	OTR	Jan Werner Adult Day Care	806.535.1098	jacob@janwerneradulthooddaycare.org
X	Mark Rowh	Program Director, Nuclear Medicine	Amarillo College	806.354.6071	merowh@actx.edu
X	Rachelle Steven	OTR	Progressive Step	N/A	N/A
X	Eric Bass	COTA	BSA Hospital	N/A	N/A
X	Kalea Diaz	Student Representative	Amarillo College	N/A	N/A
X	Valecia Snyder	PTA - Education Coordinator	BSA Hospital	806.212.2679	valecia.snyder@bsahs.org
X	David Tedrick	COTA	VA Hospital	806.355.9703 EXT: 7735	david.tedrick@va.gov
X	Ethan Willis	COTA	Jan Werner Adult Day Care	N/A	N/A

EX-OFFICIO'S PRESENT

X	Dr. Sheree Talkington	Program Director	Amarillo College	806.354.6079	sltalkington@actx.edu
X	Melissa Adams	Part-Time Faculty	Amarillo College	N/A	N/A
X	Bill Crawford	Dean of Health Sciences	Amarillo College	806.354.6070	wecrawford@actx.edu
X	Cherie Clifton	Advisor	Amarillo College	806.354.6007	caclifton@actx.edu

AGENDA ITEM	ACTION DISCUSSION INFORMATION	RESPONSIBILITY
Call to Order & Introductions	Stowe called the meeting to order and introductions were made.	Jacob Stowe
Minutes	The minutes of the 4/28/11 meeting were approved with one correction: SSS/TRIO Special Guest Melissa Adams <u>Melissa Eder</u> .	
Health Science Advisor	Clifton reported that summer student registration is down and fall registration is up. April 19 th is the Annual Spring Fling Party at West Campus; everyone is invited for free food, music and games. Clarendon College and Frank Phillips College counselors will be touring the West Campus this Friday.	Cherie Clifton
Student Representative	Diaz reported that the students are pleased with the program in general. Mondays and Wednesdays are very long days, however, the students do have Fridays off. Also, they feel that the new student application process needs some clarification as it was difficult to understand, such as touring the affiliation sites, and the group interview process. The students like the class sizes. Talkington responded by saying that this was the first year that she used the application process online and of course there are always some things	Kalea Diaz

Advisory Committee Meeting Minutes

	<p>that will need to be worked on. Talkington will talk with David White in ITS and tweak the application process. As far as Mondays and Wednesdays being long days for the students, there are always ways to look at the class schedule again, and tweak that as well.</p>	
<p>Part-Time Faculty Report</p>	<p>Adams thanked the affiliation sites for their support and helping the students get their observation hours and clinic hours. Sixteen students were accepted into the program for the fall semester.</p>	<p>Melissa Adams</p>
<p>Director's Report</p>	<p>Talkington gave a power-point presentation, and anyone who wanted the presentation sent to them by email left their email addresses. Highlights of the presentation:</p> <ul style="list-style-type: none"> ❖ Recruitment & Marketing – Eight high school tours, Badgerama, Gear Up!, brochures, passive marketing, and Web page ❖ Student applications – The application process was open to students 1/20 through 3/20, and 67 applications were received for the fall semester. Currently there are 16 freshmen students and 23 sophomore students. The program, according to accreditation standards, can take as many as 24 students. ❖ Inspiration Night – OTA, PTA, and NM had over 40 visitors attend. ❖ Application Success ❖ Fall to Fall Enrollment 2007-2011 – 100% retention ❖ Progressing in OTA – No Excuses, Achieving the Dream & OTA Class environment ❖ Passing Exams (bar graph) 88% ❖ Part-Time Faculty – In need of instructors for fall and spring courses ❖ ACOTE & Accreditation – five paper reviews completed on OTA programs across the US. ❖ Community Services – TTCTA State Conference & Habitat for Humanity ❖ Challenges of higher enrollment and fieldwork placement ❖ Commitment to Excellence – ACOTE update, budget, purchases, texts, and curriculum revisions. ❖ New Equipment – Evaluation tools, skeletons, and theraputty ❖ Student Success ❖ Advancing The Dream – SOTA Fundraiser, PD Activities, AFWC Activities ❖ Director's Accomplishments – Talkington graduated with her Doctorate Degree December 2011. 	<p>Sheree Talkington</p>
<p>Affiliation Reports</p>	<p>BSA Hospital – Students are well rounded, and very professional! BSA Rehab – Students are dedicated....very proud of them! Jan Werner Adult Day Care – Very rewarding to have such great students, enjoy having them in our facility. Northwest Texas Hospital – Very impressed with Level I students and their skills level. Progressive Step Rehabilitation – Level I students do have some down-time in the</p>	

Advisory Committee Meeting Minutes

	mornings...they are doing well. VA Hospital – Currently there are no students at the VA. Talkington reported that it is difficult for students to get in to the VA...long process with background check, fingerprinting, etc.	
Adjournment	Being no further business the meeting adjourned at 8:45 a.m.	
Chairperson Signature: <i>Jacob Stowe</i>	Date: 4/20/12	Next Meeting: Spring 2013