Advisory Committee Meeting Minutes

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| **PROGRAM COMMITTEE NAME**:  | Radiation Therapy  |
| **CHAIRPERSON:** | Judy Massie  |
| **MEETING DATE:** | May 2, 2011 | **MEETING TIME:**  | 12:00 p.m.  | **MEETING PLACE:** | Allied Health 155 |
| **RECORDER:** | Kim Lacey, Executive Secretary  | **PREVIOUS MEETING:** | April 1, 2010 |
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| **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  | Judy Massie  | Director, MDS Program  | Amarillo College  | 806.354.6068 | jemassie@actx.edu  |
| X | Minnie Venable  | Community Representative  | Retired School Teacher  | 806.353.0385 | mgvenable@gmail.com  |
| X | Jennifer Gillespie  | Student Representative  | N/A | 806.690.7822 | jngillespie1@yahoo.com  |
| X | Aneta Younger  | Director | Harrington Cancer Center | 806.433.1156 | ayounger@harringtoncc.org  |
| X | Kathy Haynes  | Radiation Therapist  | Harrington Cancer Center | 806.670.1349 | khaynes@harringtoncc.org  |
| X | Sarah Haro  | Radiation Therapist  | Covenant Hospital  | 806.831.2460  | sharo@civhs.org  |
|  | **Special Guests** |  |  |  |  |
| X | Melissa Eder & Kathy Martin | SSS/TRIO  | Amarillo College  | 806.354.6086 | mseder@actx.edu  |
| **EX-OFFICIO’S PRESENT** |
| X | Tony Tackitt  | Program Director  | Amarillo College  | 806.354.6073 | tmtackitt@actx.edu  |
| X | Bill Crawford  | Dean, Health Sciences  | Amarillo College  | 806.354.6070 | wecrawford@actx.edu  |
| X | Cherie Clifton  | Health Science Advisor/Counselor  | Amarillo College  | 806.354.6007 | caclifton@actx.edu  |
| **AGENDA ITEM** | **ACTION DISCUSSION INFORMATION** | **RESPONSIBILITY** |
| Introductions  | Massie, Chairperson, welcomed everyone and introductions were made around the table.  | Judy Massie & Members |
| Minutes  | The minutes of the April 1, 2010, was approved as written. | Members |
| Special Guests | Eder and Martin reported that the SSS/TRIO is funded by a grant from the US Department of Education. The program is designed to improve retention and degree completion of health sciences students who are low-income based, first-generation, and/or disabled. | Melissa Eder & Kathy Martin |
| Health Science Advisor | Clifton reported that registration for fall and spring started April 11. Spring Fling is tomorrow from 11:30-1:00 with free food, music and games for all students and AC employees to enjoy on West Campus. The Adult Student Program is having a book sale tomorrow and the proceeds will go to students for emergency funds for gas, child care, etc.  |  |
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| Student Representative  | Gillespie reported that a few of the students felt that a few of the therapists made them feel stupid because they did not know certain procedures. There was some discussion about this and Tackitt asked if it might be helpful if a short form was sent out to the clinical sites that would explain where the students were as far as procedures go. Everyone agreed that would very helpful. Also, it was brought up that during down time at the clinical sites student's should not be studying for a test or reading their textbooks for another class. Tackitt said that he will let the students know that no studying is allowed while doing their clinic rotation. | Jennifer Gillespie |
| Old Business  | Haynes added that if a student has a problem with their clinical evaluation or grade then the student needs to talk with the therapist in private, not in front of a patient. |  |
| New Business | Nothing to report at this time. |  |
| Director’s Report  | The program received accreditation for the full 8 years with no recommendations. Tackitt has adopted a textbook that is a review book for the review class, but is using this book in every course that is taught. So far, there are 20 applications for the fall semester. Clifton feels that all health program pools may be affected by the new Sonography program - many people are interested in Sonography. Tackitt reported that he is still working on getting the program totally online except for clinic and that could be completed in the student's hometown. Tackitt gave everyone a copy of the critical data summary and went over the program completion rates, graduate satisfaction report, employer satisfaction report, certification exam pass rates, employment rate, critical thinking/technical skills, and general clinical competence benchmarks.  | Tony Tackitt |
| Dean of Health Sciences  | Everyone was given a copy of the advisory committee handbook, and Crawford went over the handbook with the committee members. He added that the state of Texas is in budget crisis mode. The college must cut $13 million over the next two years and many things are taking place such as a voluntary retirement package, slight increase in tuition, etc. He added that on behalf of Amarillo College, and Dr. Lowery-Hart, he thanked the committee for all their support and for all that they do for AC’s students.  | Bill Crawford |
| Affiliation Reports  | Nothing to report. |  |
| Adjournment  | Being no further business the meeting adjourned at 1:15 p.m. |  |
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| **Chairperson Signature: Judy Massie** | **Date: 5/2/11** | **Next Meeting: Summer 2012** |