

Advisory Committee Meeting Minutes

<b>PROGRAM COMMITTEE NAME:</b>		Radiation Therapy				
<b>CHAIRPERSON:</b>		Judy Massie				
<b>MEETING DATE:</b>		3.7.13	<b>MEETING TIME:</b>	12:00 p.m.	<b>MEETING PLACE:</b>	Allied Health 155
<b>RECORDER:</b>		Kim Lacey, Executive Secretary 806.354.6055 <a href="mailto:kslacey@actx.edu">kslacey@actx.edu</a>		<b>PREVIOUS MEETING:</b>		6.4.12
<b>MEMBERS PRESENT</b>						
<b>List all members of the committee, then place an X in the box left of name if present</b>						
	<b>NAME</b>	<b>TITLE</b>	<b>EMPLOYER INFO</b>	<b>PHONE</b>	<b>EMAIL</b>	
X	Judy Massie	MDS Program Director	Amarillo College	806.354.6068	<a href="mailto:jemassie@actx.edu">jemassie@actx.edu</a>	
X	Sarah Haro	Radiation Therapist	Joe Arrington Cancer Center	806.725.8141	<a href="mailto:sharo@covhs.org">sharo@covhs.org</a>	
X	Tommie Gressett	Radiation Therapist	University Medical Center	806.775.8600	<a href="mailto:tommie.gressett@umchealthsystem.com">tommie.gressett@umchealthsystem.com</a>	
X	Minnie Venable	Community Rep.	Retired Teacher	806.353.0385	<a href="mailto:mgvenable@gmail.com">mgvenable@gmail.com</a>	
X	Jamie Green	Student Rep.	Amarillo College Student	806.279.0128	<a href="mailto:jamie06@yahoo.com">jamie06@yahoo.com</a>	
X	Devona McKinney	Radiation Therapist	Harrington Cancer Center	806.335.0757	<a href="mailto:devona_mckinney@yahoo.com">devona_mckinney@yahoo.com</a>	
X	Dale Barker	Radiation Therapist	Texas Oncology	806.231.0614	<a href="mailto:cas.barker@usoncology.com">cas.barker@usoncology.com</a>	
<b>EX-OFFICIO'S PRESENT</b>						
X	Tony Tackitt	Program Director	Amarillo College	806.354.6063	<a href="mailto:tmtackitt@actx.edu">tmtackitt@actx.edu</a>	
X	Mark Rowh	Dean/Health Sciences	Amarillo College	806.354.6070	<a href="mailto:merowh@actx.edu">merowh@actx.edu</a>	
X	Cherie Clifton	Health Science Advisory	Amarillo College	806.354.6007	<a href="mailto:caclifton@actx.edu">caclifton@actx.edu</a>	
X	Kim Crowley	Director/Continuing Healthcare	Amarillo College	806.354.6087	<a href="mailto:kacrowley@actx.edu">kacrowley@actx.edu</a>	
<b>AGENDA ITEM</b>		<b>ACTION DISCUSSION INFORMATION</b>			<b>RESPONSIBILITY</b>	
Call to order & Introductions		Massie, Chairperson, called the meeting to order and introductions followed.			Chairperson	
Minutes		The minutes of the 6.14.12 meeting were approved with no corrections.				
Advising Report		Clifton reported that there 10,250 students registered for spring classes. April 8 is registration for summer and fall semesters. Spring Fling-West Campus Party is April 9 with fun, food, and music. The blood drive that was scheduled at West Campus, but due to a snowstorm, was rescheduled for the following week.			Cherie Clifton	
Continuing Health Care Education		Crowley's area is available to help with continuing education for radiation therapist...call or email if interested. Every two years, Crowley brings in speakers on Radiation Safety, and it is free of charge.			Kim Crowley	
Student Representative		Green reported that the students took a trip to Las Vegas for the Association of College Educators in Radiology (ACERT) 38 <sup>th</sup> Annual Conference.			Jamie Green	

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<p>Affiliation Reports</p>	<p>Gressett stated that the Interim Evaluations are effective, but that there is some trouble getting students to hand them out on time. (Student) Harrison stated that there is also trouble getting staff to complete the forms on time. Gressett stated Clinical Supervisors can help motivate staff and students to get these completed. Tackitt said he can attach a grade penalty for students not handing them out in a timely manner.</p> <p>Barker stated that the recommendations from last meeting regarding “Blue Sheet” revision have been helpful.</p> <p>Barker talked about students whom may fail more than one rotation and that there should be different ways to address those problem students...clinically and grade-wise. If a student fails more than one rotation in several facilities indicates a bigger problem. Should students be placed in several facilities if they fail their first rotation? Affiliation members agreed that they have issues moving student’s from one place to another due to conflicts. Tackitt and Barker talked about the 3 or 4 strikes “you’re out” rule. Maybe four strikes for a student in two years? A discussion of keeping the interim evaluation paperwork that is done by the facilities on the students. Tackitt would like to keep the interim evaluation in place for now. If a student is not doing well and needs remediation maybe a continuing education course can be set up for that particular student, per Crowley. It was recommended that the evaluation wording be changed to read as Pass, Pass with concerns, or Fail. Tackitt will take it into consideration, and if the change is made it will be changed for the fall of 2013. It was recommended that the therapists get together for a clinical supervisor’s meeting so that everyone is on the same page...Tackitt will set up a meeting this summer.</p>	
<p>Director’s Report</p>	<p>Tackitt gave everyone a copy of the Program’s Mission and Goals. <i>Members reviewed the mission and goals and Baker made a motion to approve the mission and goals as written, seconded by Venable, and unanimously approved by all other voting members.</i> Members were given a copy of the program benchmarks and there were no questions or concerns regarding the given data or methodologies for obtaining the data. Tackitt discussed clinical documentation software. Clinical settings would have to be WiFi accessible. In doing so, a student would have an iPad or Tablet which would have all the forms needed for clinic. Clinical instructors could quickly sign off on the forms (no hard copies) which would lead to better documentation and easier for accreditation documentation as well. Texas Oncology is not WiFi yet, however, the other sites indicated that they are WiFi accessible.</p>	<p>Tony Tackitt</p>

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Dean's Report	Rowh expressed his thanks to the committee for their support of the program and the students. Rowh gave everyone a copy of Amarillo College No Excuses Belief System and how it affects everyone, including the student's college and their career success at Amarillo College.	Mark Rowh			
Adjournment	Being no further business the meeting was adjourned at 1:20 p.m.				
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%; padding: 5px;"><b>Chairperson Signature:</b> <i>Judy Massie</i></td> <td style="width: 20%; padding: 5px;"><b>Date:</b> 3.7.13</td> <td style="width: 40%; padding: 5px;"><b>Next Meeting:</b> Spring 2014</td> </tr> </table>			<b>Chairperson Signature:</b> <i>Judy Massie</i>	<b>Date:</b> 3.7.13	<b>Next Meeting:</b> Spring 2014
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5.1 Program Completion Rates will be satisfactory	≥ 80% of students that begin the program (accepted as majors in the program) complete the program.	2008-2012: Benchmark met. 5 year period: 42/48= 88%
5.2 Program Graduates will express overall satisfaction with the program	≥ 3.25 (4.0 scale)	Class of 2012:  4.0 Avg
5.3 Employers will express overall satisfaction with the graduates	≥ 3.25 (4.0 scale) rating either excellent or good	Class of 2011:  4.0 Avg (data for 2012 N/A)
5.4 Certification Exam pass rates will be satisfactory	≥ 85% pass rate	2012: 100% pass (8/8)  overall 88% for 5 yr period
5.5 Employment rates among those actively seeking employment will be satisfactory	≥ 75% within 6 months of <u>graduation</u>	<u>89% for 5 year period (2007-2011; 2012 N/A)</u>

2.1 Students will exhibit critical thinking and problem solving skills in the clinical	A. Student Clinical Evaluation performance tool:	≥1.5  (2.0 scale)	Class of 2012:  4 <sup>th</sup> Sem: 1.80
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environment

Question #12

B. Employer survey of  
graduates Question #4

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≥ 75% rate either excellent or  
good

5<sup>th</sup> Sem: 1.93

Class of 2011:

100%

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<p>1.1 Students will demonstrate clinical competence with respect to technical/psychomotor applications.</p>	<p>A. Student Clinical Evaluation performance tool:  Part II  _____</p> <p>B. Employer Survey of graduates: Question #3</p>	<p>≥1.5 student avg.  (2.0 scale)  _____</p> <p>≥ 75% rate either excellent or good</p>	<p>Class of 2012:  4<sup>th</sup> Sem: 1.77  5<sup>th</sup> Sem: 1.94  .</p> <hr/> <p>Class of 2011:  100%</p>
<p>1.2 Students will demonstrate general clinical competence.</p>	<p>A. Student Clinical Evaluation performance tool  _____</p> <p>B. Employer Survey of graduates: Question #19</p>	<p>≥1.5 student avg.  (2.0 scale)  _____</p> <p>≥ 75% rate either excellent or good</p>	<p>Class of 2012:  4<sup>th</sup> Sem: 1.79  5<sup>th</sup> Sem: 1.90  .</p> <hr/> <p>Class of 2011: 100%</p>

<p>3.2 Students will demonstrate the ability to communicate ideas and relevant information in writing.</p>	<p>B. RADT 1291  Ethics &amp; Law in Radiation Therapy: Activity IC, Module 4: Making and critiquing arguments for and against Physician-Assisted Suicide</p>	<p>≥80%  Consider raising to 85%</p>	<p><b><u>Time Frame:</u></b>  1<sup>st</sup> semester RADT 1291 Course  <b><u>Responsible Party:</u></b> Course faculty</p>	<p>Fall 2012: 88.9%  (note: one student failed  To complete assignment =  0% for that student)</p>
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