

Amarillo College Business and Leadership Councils will ensure to comply with GIPWE Advisory Committee Meeting Minutes by incorporating the following agenda items into the meeting minutes. For more information about the characteristics of these committees, review pps. 7-8 in the [GIPWE](#).

- (1) Identification of committee members (**name, title, and affiliation**).
- (2) Indication of the committee members' presence or absence from the meeting.
- (3) The names and title of others present at the meeting.
- (4) The signature of the recorder; and
- (5) Evidence that industry partners have taken an active role in making decisions that affect the program as outlined below:
 - a. Evaluating the goals and objectives of the program curriculum.
 - b. Establishing workplace competencies for the program occupation(s).
 - c. Suggesting program revisions as needed.
 - d. Evaluating the adequacy of exciting college facilities and equipment.
 - e. Advising college personnel on the selection and acquisition of new equipment.
 - f. Identifying local business and industry leaders who will provide student with wor-Obased learning experience, employment, and placement opportunities.
 - g. Assisting in the professional development of faculty.
 - h. Assisting in promoting and publicizing the program to the community and to business and industry; and
 - i. Representing the needs of students from special populations as defined in Perkins V.

For recorders/notetakers

Please review the guidelines above and below as you prepare the agenda and/or minutes.

If a motion is made, make note in the section of who made the motion, who seconded, and include results of vote.

If there is no motion or action taken on a discussion or a point in the agenda, note "no action or vote taken" in the section.

Signatures and Routing

Upon completion of the minutes, please send them to advisory board/BLC chair and program chair and/or program coordinator for review and signature. *Include the meeting agenda with the minutes.* Afterwards, send it to Dean for review and final initial before you submit to the library for the electronic archives.

Instructions for Advisory Board / BLCs

Chairperson – appointed by program manager (someone outside of Amarillo College)

Recorder – person taking notes from meeting

Members – Include all members of committee; place an **X** to left of name if present.

Ex-Officio – Include all other people present. AC faculty, staff, and guests are ex-officio; they do not vote on motions.

“Program Name”
Business and Leadership Council Meeting Minutes

| | | |
|---------------------------|------------------------|--|
| CHAIRPERSON: Alan Sissel | | |
| MEETING DATE: 3-27-26 | MEETING TIME: 11:00 am | MEETING LOCATION: WC Simulation Center |
| RECORDER: Janet Barton | | PREVIOUS MEETING: 3-21-25 |

MEMBERS PRESENT: (P = Present) Add nonmembers to bottom of table with heading “Others Present.”

| P? | Name and Title (List all) | Business Affiliation | Email | Best contact number |
|----|---------------------------|--|--|---------------------|
| P | Tana Silva Manager | Northwest Texas Hospital | Tana.silva@nwths.com | 806-354-1642 |
| P | Anthony Trantham | University Medical Center | Anthony.trantham@umchealthsystem.com | 806-775-8552 |
| P | Sheri Punhert | Assist. Director University Medical Center | | 806-775-8556 |
| P | Jennifer Brooks | Educator Baptist St. Anthony’s Hospital | Jennifer.brooks@bsa.com | 806-290-6706 |

Advisory Board / Business and
Leadership Council

Respiratory Care





3-27-26

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|---|-------------------|---|--|--------------|
| p | Lisa Solomon | CRPR Northwest Texas Hospital System | Lisa8solo@gmail.com | 806-231-9228 |
| P | Cathy Wallace | ADC PFT Lab | Cathy.wallace@bsahs.org | 806-683-6452 |
| P | Dr. Shane Harper | Surgery – Texas Tech University | | |
| P | Nancy Altschwager | Public members | | |
| P | Alan Sissel | Director Baptist St. Anthony's Hospital Respiratory Care | Alan.sissel@bsahs.org | 806-212-5522 |
| P | Tyler Faris | Manager -Baptist St. Anthony's Hospital | Tyler.faris@bsahs.org | 730-3719 |
| A | Brian Montoya | Baptist St. Anthony's Hospital | | |
| A | Jamie Batenhorst | Moore County Hospital District | | |
| A | Bernice Camarillo | Covenant Healthcare System | | |
| A | Angela Rodriguez | Northwest Texas Healthcare System | | |
| A | Lydia O'con | Northwest Texas Healthcare System | | |

| Minutes | |
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| Key Discussion Points | Discussion |
| Old Business: | Approval of Previous Minutes Anthony Trantham 1 st , Shane Harper 2 nd , All approved |
| AC Advisor: | Leslie McCaslin – Leslie mentioned that they have been very busy. She stated Respiratory has about 120 applications. There have been a lot of questions about the TEAS Test. New courses have been added. Speech has been removed. |
| Student Representatives | Jadyn Guzman – 2 nd year – Jadyn stated that she doesn’t get credits because they are not considered full-time students. She feels the credits should be increased. She has to come to Amarillo two times a day. Jadyn also mentioned students and hospital need better communication. If there are issues, students might not feel comfortable making a complaint against the preceptor. Letha stated that if students are not participating in therapy during clinical rounds, they should be sent home. 1 st year student – No students came to him with problems. He stated there needs to be better communication. |
| Affiliation Reports | <p>Alan Sissel - BSA - Rehab is now partnering with Encompass Health. They have a 50-bed inpatient rehab hospital and ICU. They will have 36 to 42 backup beds. Rehab lower acuity for respiratory. They will also offer PT, and Occupational therapy. Alan mentioned he is filling in for the Sleep Center manager.</p> <p>Cathy Wallace – BSA PFT Lab- Cathy stated they have been busy. Need more Pulmonologists. They need another machine and RT. Cathy stated the students are doing good. No complaints.</p> <p>Anthony Trantham – UMC – Anthony stated they have been busy. Students don’t come to UMC much. The students that have been there are really good, they have hired a few.</p> <p>Shane Harper – TTUHS Center – Shane mentioned Dr. Schneider moved to UMC. They have hired a trauma surgeon. Will hire another in July/August. Shane stated he lets Resp. students do things they won’t see at other facilities.</p> <p>Jennifer Brooks BSA – Jennifer stated her door is always open. She does not have any concerns.</p> <p>Lisa Solomon – NWTXHS – Lisa mentioned the Cardio/Pulmonary area is busy. They are staying full. Two new Pulmonologists have been added. She stated she loves to have the students in her area. Lisa mentioned that March 27th is her last day at NWTX. She is moving to the Cardiology Hospital.</p> <p>Tyler Faris – BSAHS – Tyler stated she is new to the position and still learning.</p> |

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| | <p>Tana Silva–NWTXH – Tana stated NWTXHS reimburses students for their credentials and will put time limits on them getting their license. Temp license only last one year.</p> <p>Anthony Trantham – Anthony mentioned that they encourage students to get their real license. Discussion about Temp license vs Real license. Liability might play into it.</p> |
| Program Director Report | <p>Becky Byrd – Becky introduced Melissa Gerber who is new instructor with Respiratory PowerPoint. Becky mentioned she added CIS. Becky also reviewed the objectives. (See attached PowerPoint).</p> <p>Objective A: Upon completion of the program, the graduates will demonstrate the ability to comprehend, apply and evaluate information relevant to their role as an advanced level respiratory therapist. (Cognitive Domain).</p> <p>Objective B: Upon completion of the program, the graduates will demonstrate the technical proficiency in all skill necessary to fulfill their role as an advanced respiratory therapist (Psychomotor Domain)</p> <p>Objective C: Upon completion of the program, the graduates will demonstrate the technical proficiency in all skill necessary to fulfill their role as an advanced respiratory therapist (Affective Domain)</p> <p>A vote was called to approve the objectives. 1st Shane Harper, 2nd Anthony Trantham.</p> <p>Becky mentioned that they are struggling to get graduates to take the registry. They are prepared when they graduate the program. One student from 2025 has not passed the CRT exam.</p> <p>Graduate information: Total Graduates earning an NBRC credential is 94%, 34 RRT, 11 CRT, 3 none.</p> <p>Upcoming Events: April 6-7 ACLS Course, April 23-24 TSRC in South Padre, July 13-15 AARC Summer Forum, August 4-6 TSRC State Convention.</p> <p>Important Dates: May 14th Graduate Pinning at the Loft Church, 6:00 PM. May 15th Commencement – Amarillo Civic Center 3:00 PM.</p> <p>Becky thanked the committee for their support of the AC Respiratory Care Program. Becky also handed out Co-ARC Survey information. She asked the committee to give the Co-Arc information to her or Letha before they leave.</p> |

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| Clinical Coordinator | Letha stated she changed a few things in procedures – everything is done in the simulation center or with standardized patients. They have received positive feedback from students. Letha mentioned the students like having the instructors in the room. Instructors can record simulations and save them. They are seeing an improvement in performance and grades. Letha talked about student issues. She has had conversations with Alan, Tyler, Lydia and Tana. Letha wants to ensure there is an open line of communication between the student and preceptor. Preceptors need to be comfortable working with Letha. Some preceptors are not meant to take students. There are some students who don't want to participate in clinicals. Letha stated they have high expectations of the students. Letha has not encouraged 2 nd year students to apply for temporary permit. The cost is \$156. There could be additional costs along with fingerprint cost. Letha mentioned last year was different for students. Shane mentioned there is an influx of students wanting to work in Texas. However, Texas is being very strict on giving out license. People come here then leave. |
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| Curriculum Decisions: | Electronic vote on curriculum changes was sent on 1-20-26. See attached |
| Other Reports | Melissa Burns – Continuing Healthcare Education – Melissa stated they have been busy in CCHCE. CCHCE will have a symposium on October 26 th . They are working on the annual report. CCHCE will write for Respiratory CEs for the symposium in October. They added an ACLS class for respiratory students this semester. Kim Boyd – Dean Health Professions – Kim stated we hope to do more interprofessional events. Kim also talked about the Health Sciences Application process |
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| Other: | After the meeting, John Smoot gave the committee members a tour of the simulation center. |
| Adjourn: | Meeting adjourned at 1:00 PM |

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| Committee Chairperson:  | MEETING DATE: 04/29/2026 | NEXT MEETING: |
| Recorder's Signature:  | 04/29/2026 | |
| DEPARTMENTAL CHAIRPERSON SIGNATURE:  | DATE: 04/29/2026 | |
| DIVISION DEAN'S SIGNATURE  | DATE: 04/29/2026 | |

AGENDA

Respiratory Care Business and Leadership Council

Friday March 27th, 2026

1. Welcome and Introductions – Lydia O’Con
2. Approval of previous minutes – 1st, 2nd,
3. Advising – Amanda Mckee, Leslie McCaslin
4. Student Representatives – 1st year, 2nd year
5. Carl Altschwager – Community Member
6. John Smoot – Director – Health Sciences Simulation Center
7. Melissa Burns – Director - Continuing Healthcare Education
8. Kim Boyd – Dean – Health Professions
9. Affiliation Reports
 - a. Alan Sissel – Baptist St. Anthony’s Healthcare System
 - b. Brian Montoya – Baptist St. Anthony’s Healthcare System
 - c. Cathy Wallace – Baptist St. Anthony’s Healthcare System
 - d. Jamie Batenhorst – Moore County Hospital District
 - e. Lydia O’con – Northwest Texas Healthcare System
 - f. Tana Silva – Northwest Texas Healthcare System
 - g. Anthony Trantham – University Medical Center Healthcare System
 - h. Bernice Camarillo – Covenant Healthcare System
 - i. Shane Harper -Texas Tech University Health Sciences Center
 - j. Jennifer Brooks – Baptist St. Anthony’s Healthcare System
 - k. Angela Rodriguez – Northwest Texas Healthcare System
 - j. Lisa Solomon – Northwest Texas Healthcare System
 - k. Tyler Faris – Baptist St. Anthony’s Healthcare System
10. Program Director Report
 - a. Program Data
 - b. Program Goals
 - c. Application Process

Objective A:

Upon completion of the program, the graduates will demonstrate the ability to comprehend, apply and evaluate information relevant to their role as an advanced level respiratory therapist (Cognitive Domain).

Objective B:

Upon completion of the program, the graduates will demonstrate the technical proficiency in all skills necessary to fulfill their role as an advanced respiratory therapist (Psychomotor Domain).

Objective C:

Upon completion of the program, the graduates will demonstrate the technical proficiency in all skills necessary to fulfill their role as an advanced respiratory therapist (Affective Domain).

BUSINESS LEADERSHIP COUNCIL MEETING

Program: Respiratory Care

Year: 2025-2026

Program Director: Becky Byrd

| Name | Title | Company | Phone | E-Mail |
|-------------------|--------------------|---------|----------------|-------------------------|
| ✓ Tana Silva | Manager | NWTHS | 3541642 | tana.silva@nwths.com |
| ✓ Anthony Tranter | Director | UMC | 806 715 8453 | Anthony.Tranter@umc.com |
| ✓ Shari Parker | Asst. Director | UMC | 806 715 8556 | shari.parker@umc.com |
| ✓ Jennifer Brooks | Educator | BSA | 806-270-6700 | Jennifer.brooks@bsa.org |
| ✓ Lisa Solomon | CRPR | NWTH | 806-231-9228 | lisa8sol@gmail.com |
| ✓ Cathy Wallace | ADC PFT LAB | ADC | (806) 688-6452 | cathy.wallace@bsahs.org |
| ✓ D. Shane Harper | Texas Tech Surgery | TTU | | |
| ✓ Nancy | Wotschweyer | | | |

