

Advisory Committee Meeting Minutes

<b>PROGRAM COMMITTEE NAME:</b>		Sonography				
<b>CHAIRPERSON:</b>		Dale Sell				
<b>MEETING DATE:</b>		7/12/13	<b>MEETING TIME:</b>	11:00 a.m.	<b>MEETING PLACE:</b>	Allied Health 162
<b>RECORDER:</b>		Kim Lacey, Executive Secretary 806.354.6055 <a href="mailto:kslacey@actx.edu">kslacey@actx.edu</a>		<b>PREVIOUS MEETING:</b>		3/30/12
<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	Dale Sell	Manager	Northwest Texas Hospital	806.354.1473	<a href="mailto:dale.sell@nwrth.com">dale.sell@nwrth.com</a>	
X	Linda Leathers	Sonographer	Amarillo Diagnostic Clinic	806.282.1742	<a href="mailto:leathers6@suddenlink.net">leathers6@suddenlink.net</a>	
X	Arlene Winfrey	Sonographer	Memorial Hospital Texas County	562.277.5468	<a href="mailto:alwinfrey@aol.com">alwinfrey@aol.com</a>	
X	Ora Hodges	Sonographer	Baptist St. Anthony's Hospital	806.382.5975	N/A	
X	Annette Mendez	Student Rep.	N/A	806.290.6364	<a href="mailto:annette.mendez3@gmail.com">annette.mendez3@gmail.com</a>	
X	Vanessa Holland	Sonographer	Northwest Texas Hospital	806.463.8121	<a href="mailto:vrs0318@gmail.com">vrs0318@gmail.com</a>	
X	Becky Burton	Radiographer/Faculty	AC/Higher Education Rep.	806.354.6099	<a href="mailto:bkburton@actx.edu">bkburton@actx.edu</a>	
X	Kerri Montgomery	Sonographer	Moore County Hospital	806.683.3950	<a href="mailto:kmontgomery@mchd.net">kmontgomery@mchd.net</a>	
X	Cindy Brassfield	Sonographer	Harrington Breast Center	806.787.8491	<a href="mailto:sbrassfield@harringtoncc.org">sbrassfield@harringtoncc.org</a>	
X	Cindy Manchester	Program Director	Amarillo College	806.356.3613	<a href="mailto:ckmanchester21@actx.edu">ckmanchester21@actx.edu</a>	
X	Stacy Randel	Part Time Faculty	Amarillo College	806.683.4054	<a href="mailto:sprandel@actx.edu">sprandel@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	Advisor	Amarillo College	806.354.6007	<a href="mailto:caclifton@actx.edu">caclifton@actx.edu</a>	
X	Melissa Burns	Continuing Healthcare	Amarillo College	806.356.3650	<a href="mailto:mdburns@actx.edu">mdburns@actx.edu</a>	
<b>AGENDA ITEM</b>		<b>ACTION DISCUSSION INFORMATION</b>			<b>RESPONSIBILITY</b>	
Welcome & Introductions		Sell, Chairperson, welcomed everyone and introductions were made.				
Minutes		The minutes of the March 30, 2012, were approved with no corrections.				
Health Science Advisor Report		Clifton reported that summer and fall registration started up in April and going strong. Summer enrollment with approximately 3400 students and fall enrollment at 5600 students so far. Interest in the Sonography program is huge! There is a robust applicant pool with good candidates. Classes start this fall August 26.			Cherie Clifton	
Continuing Healthcare Education Report		Burns stated that if anyone is interested in putting together a sonography conference or interested in sonography CEU's to please call her at 354.6087.			Melissa Burns	
Director's Report		Manchester welcomed everyone to the meeting. Manchester talked about the history of how the program was started and how far it has come since			Cindy Manchester	

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	<p>2010. Since she was hired accreditation standards have changed. Manchester is now working on her Bachelor's Degree and will be finished this December. At that point and time (January 2014) Manchester will be submitting paperwork for accrediting the program. Amarillo College is accredited through SACS (Southern Association of Colleges and Schools) which means that the current students will be able to take their registry. Manchester will be looking for a Clinical Coordinator that will visit clinical sites as well as teach a few classes. Currently, there are 10 clinical sites. She commended the clinical sites for all of their help and dedication to the students. A tutor will also be hired to help students in the lab so that they may receive more scanning time. One member of the advisory board mentioned that accepting 15 students is too many and some of the clinical sites are overwhelmed. An advisory member suggested that the students take a Cross-Sectional Anatomy course. Burton stated that she teaches an online Cross-Sectional Anatomy course.</p>	
<p>Student Representative Report</p>	<p>Mendez reported that the she is happy that a scan tutor will be hired. Sell mentioned that if the students need more scanning time they can bring their significant other to the lab and scan them. He feels that the student's families need to be vested in the student's career as well. Also, the students are unsure of the different protocols in clinic. Students also would like to do a breast rotations, and Manchester said that she will take the under advisement. Students thought it would be very beneficial that during the application process, if the student(s) could do at least 3 to 4 hours of observation. Manchester said that once a Clinical Coordinator is hired that could certainly could be one of their job duties. Manchester will take this under advisement.</p>	<p>Annette Mendez</p>
<p>Medical Director Report</p>	<p>Dr. Bentley was unable to attend the meeting as she was out of town; however, she sent word through an email.</p> <p><i>Hello all,</i>  <i>I would like to thank each and every site for accommodating our students. In particular, I would like to thank Cindy Manchester for her amazing, extraordinary work in putting this program together and getting it off the ground. The students, with whom I have met, have impressed me to no end. All have been professional, kind, and very eager to learn. And, for the most part, our students are accomplishing their goals with great success.</i>  <i>There have been a few rumblings about some of our smaller community hospitals and centers that have been brought to my attention. It seems that</i></p>	<p>Dr. Gail Bentley</p>

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	<p><i>comments have been made to the students regarding issues that really have no place in the workplace. This includes personal feelings about other students and sonographers, as well as individuals advising on what they think the Amarillo job market is. We are all professionals and it is important to keep personal feelings to ourselves and to concentrate really on teaching what we know about sonography to these students. It is really a great privilege for us to be able to help others acquire Knowledge for their profession. If we all keep our thoughts and words professional, we may also learn along with our students. Open up books, study images, none of us are too old to learn something new. Looking forward to many great future years of this sonography program. Thank you all for being a part of it.</i></p> <p>.....Gail Bentley.</p>	
<p>Affiliation Reports</p>	<p>Amarillo Diagnostic Clinic – Too many students in the program. Suggestion of a photo book and a competency worksheet is available so that students and CI’s know what is expected. Burton, Director of Radiography, stated that her program has a competency worksheet for their students and Manchester is more than welcome to look at it.</p> <p>Memorial Hospital of Texas county – Students are great and are of a high caliber. The student work very hard.</p> <p>Moore County Hospital – Having students is new, and their department is not sure what is expected and not sure what the student’s know or don’t know.</p> <p>Northwest Imaging – Enjoy the students and most of the time has a chance to be with the student’s one on one. The students have patient interaction, talk with the Radiologist, and are shown instrumentation.</p> <p>Women’s &amp; Children Health Center – Students are doing well and the students start scanning their first day of clinic.</p>	
<p>Dean’s Report</p>	<p>Rowh thanked everyone for coming and for their continued support of the program. Albeit, there have been some challenges, but Manchester is working hard to move forward. Rowh talked about the No Excuses Belief System and gave everyone a handout explaining Amarillo College’s philosophy regarding students and their college/career success.</p>	<p>Mark Rowh</p>

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Adjournment	Being no further business the meeting was adjourned at 12:45 p.m.	
<b>Chairperson Signature:</b> <i>Dale Sell</i>	<b>Date:</b> 7/12/13	<b>Next Meeting:</b> Spring 2014