

Advisory Committee Meeting Minutes

PROGRAM COMMITTEE NAME:		Surgical Technology			
CHAIRPERSON:		Keisha Bailey			
MEETING DATE:		MEETING TIME:	3:30 p.m.	MEETING PLACE:	
RECORDER:		Kim Lacey, Executive Secretary 806.354.6055 kslacey@actx.edu		PREVIOUS MEETING:	
		3/28/12			
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	Rodonna Hale	Student Representative	N/A	806.433.0701	thehales3@suddenlink.net
X	Omar Jam	Surgical Technologist	Pampa Regional Medical Center	806.677.8008	omarmj21@yahoo.com
X	Linda Shelton	RN	Baptist St. Anthony's Hospital	806.236.2703	linda55151@suddenlink.net
X	Micaela Gomez	Surgical Tech/Past Graduate	Baptist St. Anthony's Hospital	806.282.7283	micaela_gomez05@hotmail.com
X	Keisha Bailey	RN	Northwest Texas Hospital	806.206.2565	keisha.bailey@nwths.org
Ex-Officio's Present					
X	Lisa Holdaway	Program Director	Amarillo College	806.354.3663	leholdaway@actx.edu
X	Mark Rowh	Dean of Health Sciences	Amarillo College	806.354.6070	merowh@actx.edu
X	Holly Bentley	Clinic/Lab Manager	Amarillo College	806.356.3663	hbentley@actx.edu
X	Ben Segura	Part-Time Faculty	Amarillo College/BSA	806.640.4107	bengsegura@gamil.com
X	Melinda Jones	Part-Time Faculty	Amarillo College/BSA	806.584.4578	melindat7@cartwright.com
X	Cherie Clifton	Health Science Advisor	Amarillo College	806.354.6007	caclifton@actx.edu
ACTION DISCUSSION INFORMATION					RESPONSIBILITY
Welcome/Introductions		Holdaway welcomed everyone and turned the meeting over to Keisha Bailey, Chairperson. Introductions were made around the table.			Keisha Bailey
Minutes		The minutes of the 3/28/12 were approved with no corrections			
Health Sciences Advisor		Clifton reported that registration for summer and fall will start April 8. Enrollment this spring was 10,500 students. Clifton also reported on the 2013 Community Report Card that was published through Partners for Postsecondary Success and MDC Initiative Funded by The Bill & Melinda Gates Foundation. The goal of the No Limits No Excuses is to remove as many barriers as possible while creating clear pathways to education beyond high school that can lead to living wage jobs that will sustain families, and create better lives.			Cherie Clifton
Student Representative		Hale reported that the program is challenging, but fulfilling. She believes that the program is great, and the instructors are great too! She suggested that the instructors need to remind the incoming students that they need to be motivated, and not to wear their feelings on their sleeve. Holdaway addressed it by saying that she implemented a motivational form to the program last year.			Radonna Hale

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Director Report	There are 14 students this spring semester. They will take their board exam May 1. Holdaway is holding study sessions every Wednesday afternoon for students to help them get ready for the exam. One change in the program is that new students will start in the fall instead of the summer. Also, next summer students will go to clinic two days a week. Holdaway is also revamping the student's attendance policy. The program purchased a new mayo stand, and new bed pads. This summer the part-time faculty clinic instructors will not be working as there will be no clinic this summer. Hopeful renovations for the surgical technology lab have been discussed. More information later. Twenty-one students took the board exam and 18 passed on the first attempt, one student took the test and passed on the second attempt.	Lisa Holdaway
Clinical Lab Manager	Bentley thanked everyone for all their help in the clinical settings and for their mentorship with students. Normally, lab is done as one, but next fall the lab will be divided into two separate labs, better hands-on for students. Surgical Technology students now have an opportunity to receive a new scholarship at Amarillo College. Deadline to apply for any scholarships for the fall semester is March 1, 2013.	Holly Bentley
Part-Time Faculty	Segura and Jones love working at Amarillo College! They both work very hard with the students in lab and clinic.	Ben Segura & Melinda Jones
Affiliation Reports	<p>BSA – Students are doing well. One suggestion is to have students more motivated to “jump in” and help clean the OR when they have down time.</p> <p>NWTH – Students are doing well. There will be several in-services offered for “needle sticks”, etc. The OR has in-house housekeeping to help clean the rooms...students do not have to clean rooms all the time.</p> <p>Pampa Regional Hospital – Student is doing well. The program is good and teaches students many lifelong skills.</p> <p>Past Graduate – Great program! Gomez is a graduate of last year's program and now works at BSA.</p>	
Dean of Health Sciences	Rowh thanked everyone for their time in training the surgical technology students. Rowh gave everyone a copy and discussed the Amarillo College No Excuse Belief System: <i>Student Success and Completion</i> . On that note, there are now 2 food pantries, one is located at Washington Campus and the other is located at West Campus. Also, in the future, Amarillo College will offer a Clothing Closet that will be available for students. Lengthy discussion about students and cell phones in class, clinic and lab.	Mark Rowh
Adjournment	Being no further business the meeting adjourned at 4:45 p.m.	
Chairperson Signature: <i>Keisha Bailey</i>		Date: 2/21/13
		Next Meeting: Spring 2014