

Advisory Committee Meeting Minutes

PROGRAM/COMMITTEE NAME:		Mortuary Science	
CHAIRPERSON:	Chuck Robertson		
MEETING DATE:	4.7.15	MEETING TIME:	6:00 p.m.
RECORDER:	Keri Shelburne, Executive Secretary 806.354.6055 kshelburne@actx.edu	MEETING PLACE:	West Campus "C" Bldg. Room 101
		PREVIOUS MEETING:	11.11.13
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
	Bonnie Pennington	General Manager	Schooler Funeral Home
X	Lynn Rector	Owner	Rector Funeral Home
X	Mike Roberts	Owner	Parkside Chapel
	Doug Carmichael	Owner	Carmichael & Whatley Funeral
	Tyler Carver	Owner	A to D Mortuary
X	Chuck Robertson	VP	Robertson Funeral Home
	Jake Minton	GM	Minton-Chatwell Funeral Home
	Chad Rhynehart	GM	Memorial Park Funeral Home
	Candice Shafer	GM	Cox Funeral Home
	Matthew Miller	Owner	Miller Mortuary Services
	Brad/Bart Boxwell	Owner	Boxwell Brothers
X	Scott Rankin	Program Director	Amarillo College
X	Brant Davis	Faculty	Amarillo College
X	Mark Rowh	Dean, Health Sciences	Amarillo College
X	LaRoyce McAdoo	Advisor	Amarillo College
X	Dr. Kopenits	Faculty	Amarillo College
	Dr. Deborah Vess	VPAA	Amarillo College
		Student Rep	Amarillo College
			N/A
			N/A
AGENDA ITEM		ACTION/DISCUSSION INFORMATION	
Welcome & Introductions		Robertson, Chairperson, welcomed everyone to the meeting and introductions were made. Through RSVP's a quorum was established, but some that planned to attend the meeting were unable to attend at the last minute. Minutes of the meeting were sent to all on the committee for comments.	
Approval of Minutes		The minutes of the 11.11.13 were approved with no corrections.	
Health Science Advisor		McAdoo reported that they are working hard to recruit students. Spring Fling is April 20 th , having a Career Technical Showcase at East Campus.	
		Chuck Robertson	
		Lynn Rector & Mike Roberts	
		LaRoyce McAdoo	

Student Representative	ABSENT	
Director's Report	Rankin reported that the Associate Degree program is currently fully accredited by ABFSE through October 2017. Warning status for 2013 & 2014 due to 2012 & 2013 NBE board scores should be withdrawn. 2014 NBE scores: • Sciences-11 of 14 passed-79% • Arts-12 of 14 passed-86% Rankin will be attending the 2015 ABFSE annual meeting held next week-April 14-17 in Jacksonville, FL. Expecting warning to be officially lifted if wasn't automatic at the end of 2014. Renewal of accreditation in October 2017. Self-study process will begin summer/early fall of 2016. Site visit tentative late spring to late summer 2017. Current Program enrollment-81 Associate Degree: 43 students Certificate: 38 students Rankin reviewed with committee the upcoming curriculum changes to both programs. Provided on PowerPoint presentation. Moving from 72 hours to 60 hours. Needs that were addressed: • Enrollment • Moving MRTS 2432, MRTS 2244 & MRTS 2246 online with on campus-labs • Clinical sites & their importance to the online program: observation in the arrangement conference is the biggest need and talking to the student to provide hands on training. Rankin discussed raising the programs standards and the options on how to accomplish this task. Provided a handout to the committee. Discussions to continue. Rankin reported that the new student orientation has been a success. He also discussed the renovations that will take place this summer: prep-room updates: drainage/ventilation, roof and H-Vac, selection room/office changes.	Scott Rankin
Affiliation Report	The affiliations in attendance said that the students are great and doing well.	Robertson, Rector, Roberts
Dean Report	Rowh thanked everyone for their support.	Mark Rowh
Adjournment	Being no further business the meeting adjourned at 7:30 p.m.	Chuck Robertson
Date: 4/7/15	Executive Secretary Signature: <i>Rui Shelburne</i>	Next meeting: FALL 2015