

**OCCUPATIONAL THERAPY ASSISTANT PROGRAM**  
**Thursday, April 15, 2004 @ 3:00 p.m.**  
**West Campus, OTA Daily Living Lab**

**Minutes**

Members Present: Judy Olsen, Tracy McLeland, David Tedrick, Judy Massie, Melissa Albia, Elisha Smith.

Ex-Officio's Present: Sheree Talkington, Bill Crawford, Marianne Jones, Jeff Doiron.

Special Guest: Gina McCausland

1. Welcome – Ms. McLeland, Chairperson, welcomed everyone to the meeting. Ms. Talkington gave Ms. McCausland, Mr. Tedrick, and Ms. McLeland a gift of thanks for all their help during her first year teaching at Amarillo College.
2. Introductions – were made around the table.
3. Minutes – The minutes of the April 9, 2003, meeting were approved as written.
4. Continuing Healthcare Education – Mr. Doiron reported on the Therapeutic Geriatrics Exercise workshop that will be held October 22-24.
5. Counseling Center – Ms. Jones reported that summer and fall registration begins Monday.
6. Student Representative – Ms. Albia will be graduating this year and has enjoyed the OTA classes. The students would like the Health Care Spanish course be required, right now it is optional. The students also recommended that a portion of their clinic be five days a week instead of one day a week. Ms. Talkington will take this under advisement. The students are grateful that Ms. Talkington took over the program. Mr. Crawford agreed, and added that Ms. Talkington saved this program. He also thanked Ms. Talkington for purchasing the snacks out of her own pocket
7. New Business

Ms. Talkington reported that she has scheduled students to fieldwork this summer for one week. The application packet will be revised and she would like to change the entrance to the program to a point system instead of a panel interview. Suggestions were to merge the point system and the interview process.

The program has done lots of recruiting this semester. Ms. Talkington spoke to nursing majors who could not get into the nursing program, assisted in several allied health tours, in-services in the community, career connections, and will participate in Sneak Peek this month.

The program is on a plan of correction because she does not have at least one year of teaching experience, however, that will change in October as she will have completed one full year of teaching. The need for a second faculty member is a priority. At this point there are two part-time instructors to assist.

The program is in its 10<sup>th</sup> year at Amarillo College and a celebration is in order! More information on that will come at a later date.

The new city library is now located next to west campus. Ms. Talkington has put all the OTA journals in the AC cove area of the library for student use.

Five students took the certification exam, and four failed. Two retook the test and one failed a second time. Ms. Talkington would like to offer a seminar course to prepare the students for the exam. Can a mock board be offered in the computer lab? Yes. Are there any review books? Yes. The student's take their test at Sylvan Learning Center at the cost of \$350 is taken on the computer.

8. Other Business – The next meeting will be held sometime next fall.
9. Adjournment – Being no further business the meeting adjourned at 4:00 p.m.

Minutes were written and submitted by Kim Lacey, Administrative Assistant: \_\_\_\_\_

