

Advisory Committee Meeting Minutes Advisory Committee Minutes

PROGRAM COMMITTEE NAME:		Dental Assisting			
CHAIRPERSON:	Tiesha Smith				
MEETING DATE:	6/14/17	MEETING TIME:	7:30 AM	MEETING PLACE:	Jones Hall 105
RECORDER:	Deborah Brown, Executive Secretary 806.354.6055 dobrown@actx.edu			PREVIOUS MEETING:	3/1/16
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 Dr. Kimberly Gilbert	Dentist	Private Practice	806.353.6422	xray@bradydentalgroup.com	
Dr. Amy Brewton	Dentist	Private Practice	806.354.2700	amybrewtondds@amarillo.com	
Whitney Price	Dental Assistant	Dr. Vaughan's Office	806.359.0008	raidergirl87@hotmail.com	
X Tiesha Smith	Dental Assistant	Amarillo Endo	806.677.3073	braxtontiesha@yahoo.com	
X Irma Melendez	Dental Assistant	Dr. Banks	806.352.0404	sfcuijm@yahoo.com	
X Tiffany Cloyd	RDA Manager	Eric Crawford	806.584.0981	tacloyd@live.com	
X Dana Scott	Director	Amarillo College	806.356.3636	dcscott@actx.edu	
X Erica Brassfield	Adjunct Faculty	Amarillo College	806.356.3616	edbrassfield@actx.edu	
X Javier Herrera	Advisor	Amarillo College	806.354.6007	jfherreira@actx.edu	
X Sandra De La Rosa	Advisor	Amarillo College	806.371.5456	s0053236@actx.edu	
X Mark Rowh	Dean	Amarillo College	806.354.6070	merowh@actx.edu	
Kim Crowley	Director/CCHCE	Amarillo College	806.354.6087	kacrowley@actx.edu	
X Melissa Burns	CCHCE	Amarillo College	806.356.3650	m0084211@actx.edu	
Dr. Tamara Clunis	VPAA	Amarillo College	806.371.5429	ttclunis@actx.edu	
X Susie Wheeler	Grant's Coordinator	Amarillo College	806.371.5352	lswheeler@actx.edu	
X Cassie Hall	Part-Time Faculty	Amarillo College	806.356.3616	cmnirschl@actx.edu	
X Danielle Perez	Student Representative	N/A	N/A	N/A	
AGENDA ITEM		ACTION DISCUSSION INFORMATION			RESPONSIBILITY
Call to Order		Meeting called to order.			Tiesha Smith
Minutes		The minutes of the 3/1/16 meeting were approved with no corrections.			Committee

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Health Science Advisor	Herrera – stated they are busy registering the students for the fall and have an additional Advisor in Health Sciences. Sandra De La Rosa she is on our Washington Street Campus. De La Rosa - stated that her office is for walk-ins for Health Sciences and Nursing Students there has been over 200 walk-in students during the spring semester.	Javier Herrera / Sandra De La Rosa
Students Report	Perez - Reported that their class was diverse and they all got along really well. We were fortunate to have really good instructors. There were 100% passing rate on the RDA and everyone graduated. 4 out of 5 are getting ready to take the National Exam. Community projects were done over the course of the program. Perez stated that she think the Nitrous needs to be offered in the program.	Danielle Perez
Director's Report	<p>Scott reported the following:</p> <p><u>Old</u></p> <ul style="list-style-type: none"> • We retired Dr. Kimberly Gilbert at the last meeting, but asked her to return for one last “encore”. Thank you Dr. Gilbert. • Replacing both dental assistant representatives as well as the dentists due to people moving out of the area and other reasons. • We are still working on N2o and others certifications. <p><u>New</u></p> <ul style="list-style-type: none"> • We had 14 students this year. The ones that had the desire to be a State RDA were successful with a 100% pass rate on the RDA exam. • We have 5 that are studying hard and preparing for the National credential of CDA. They will partake in the summer months. • Last year we had 5 partake and 4 of the 5 passed all 3 sections the first time attempted. One student passed two of the sections, but was not successful on the third. She retook that a few weeks later and passed with a high score. • I am phasing into retirement. There has not been a set date as of yet, but I am looking at 1 to 2 years. In preparation for this, I am delegating several duties / tasks to Erica Brassfield so she may get her feet wet in directors' responsibilities while I'm still here for coaching. • This program has an outstanding TEAM in Erica Brassfield and Cassie Hall. Nikki Darrah will not be returning and she will be greatly missed. • In keeping with accreditation teacher to student ratios, Erica and Cassie will be actively looking for a third team member. If you have nominations, we would love to see them. 	Dana Scott
Report from Instructors	Reported the programs are doing great things. Really have gotten involved in the community over the past years.	Erica Brassfield, Cassie Hall

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Affiliation Reports	Scott stated she would like to make a standing appointment for the Advisory Committee Board meetings. Everyone agreed to keep meetings early mornings from 7:30-8:30 and have it on the first Tuesday of March. An agenda will be sent out two weeks before so everybody can look it over and we can discuss the highlighted areas when we meet face to face.	Committee
	The Committee reported everything is going well and the students were very professional, they were very knowledgeable and they were eager to learn.	
Continuing Healthcare Education	Burns - TWC grant ask where we are on waiting on information from Dental Hygiene Office. Scott said it a no go, not willing to comply with all the competencies of a grant and salary. Part of it is having to advertise an opening at a certain place and having to negotiate certain salaries. Will pursue as a Continuing Ed not a grant.	Melissa Burns
VPAA Report	Dr. Clunis absent. Susie Wheeler filled in for Dr. Clunis. Wheeler asked if everyone is being employed. Scott reported 4 of the 14 were not employed.	Susie Wheeler
Dean's Report	<ul style="list-style-type: none"> • Thank you for giving your support of the program. This year there were additional challenges where a student or two needed financial support to get through. The folks in this program took the effort to engage in a real NO EXCUSES approach to helping the students in the program. • We are having problems with our electronic applications. It will be three years this fall since we lounged the app but we are going to delay until the first part of November to get the glitches taken care of. Because we don't want students to be able to submit incomplete apps. • Thank you all for helping educate our students because we could not do it without your help. Thank you for serving on the board. 	Mark Rowh
Adjournment	Being no further business the meeting adjourned at 8:37 am.	Tiesha Smith
Executive Secretary Signature: <i>Deborah Brown</i>		Next Meeting: Spring 2018