

Advisory Committee Minutes

PROGRAM COMMITTEE NAME:		Surgical Technology			
CHAIRPERSON:					
MEETING DATE:	9-18-18	MEETING TIME:	3:30 PM		
RECORDER:	Janet Barton – Executive Secretary – Health Sciences		MEETING PLACE:		
			WC Allied Health Bldg, Room 162		
			6-13-18		
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	Melinda Jones	CST	BSA	806-584-4578	Melinda7@cartwright.com
x	Micaela Gomez	CST	AUA	806-282-7283	Micaela_gomez05@hotmail.com
x	Melinda Hodnik	RNFA	BSA	806-236-0664	melinda.hodnik@bsahs.org
	Shellee Matthews	CST	Panhandle Surgical Hosp.	806-681-4341	Shelle512@gmail.com
x	Ben Segura	CST	BSA	806-640-4107	bensegura@gmail.com
	Julie Virden	CST	NWTH	806-220-4310	Julie_virden@yahoo.com
x	Cara Segura	CST	QCSH	806.640.4106	caracsegura@gmail.com
	James Harper	CST-Grad Rep	BSA	806-290-6064	Krazie0187@gmail.com
x	Ryan Terry	OR Supervisor	NWTH	806-223-3963	Rlerry85@gmail.com
x	Sherry Kramer	RN	Golden Plains Hospital	806-467-5838	Sherry.kramer@goldenplains.org
x	Dacia Valentine	ST	GPCH	806.886.1891	dacia.valentine@goldenplains.org
x	Destiny Thompson	Director - Surgery	MCHD	806-336-1074	dethompson@mcchd.net
	Jean Small	RN	Prime Healthcare	806-679-5598	jsmall2@primehealthcare.com
x	Monica Van Sickle	CST	CRMC	806-421-9387	m.vansickel@yahoo.com
EX-OFFICIO'S PRESENT					
x	Kim Crowley	Dean of Health Sciences	AC	806-354-6087	kacrowley@actx.edu
x	Mark Rowh	Dean of Health Sciences	AC	806-354-6070	merowh@actx.edu
x	Dr. Tamara Clunis	Vice President of Academic AFF.	AC	806-371-5429	ttclunis@actx.edu
x	Pam Madden	AC Perkins Grant	AC	806-371-5087	pimadden@actx.edu
x	Melissa Burns	Director of CHCE	AC	806-356-3650	mdburns@actx.edu
x	Holly Bentley	Lab/Clinical Manager	AC	806-336-6070	hbentley@actx.edu
x	Javier Herrera	Advisor	AC	806-354-6007	jfherrera@actx.edu
x	Sandra De La Rosa	Advisor	AC	806-371-5456	smdelarosa@actx.edu
x	Judith Lopez	Student	AC		
	Sabrina Trujillo	Graduate	AC		s0449930@amarillocollege.com

AGENDA ITEM	ACTION DISCUSSION INFORMATION		RESPONSIBILITY
Call to Order	Chairperson called meeting to order, Introduced all in attendance and called for approval of last meeting's minutes.		Sherry Kramer
Approval of Minutes	With corrections to emails for Melinda Hodnik and Destiny Thompson, Minutes were approved. 1 st , Judith Lopez 2 nd Ben Segura. All approved.		Sherry Kramer
Health Science Advisor Report	Javier Herrera- Congratulated program on Surgical Tech Week. Waiting on Application to be open in December for students to apply. Will work with students helping them get information that will be needed for HS programs. Sandra – Same, helping students with information they need. (on WSC)		
Student Report	Judith Lopez – Judith stated her experience has been good. Learning new instruments. She mentioned Ben and Melinda are very helpful. Judith stated she feels the Surge Tech program needs more space. Not enough room for 25 students.		
Director's Report	- Lisa Townsend thanked committee for attending the meeting. Reminded all that it is Surgical Tech week and goodies will be delivered to clinical sites on Wednesday. Appreciates their dedication with helping to educate our students. - Lisa introduced new Executive Secretary Janet Barton. Lisa expressed her appreciation for the work Janet has been doing. - Surgical Tech Program is looking for a Public Member...possibly Robin - Also looking for a Physician to represent the program - Curriculum Content was presented to committee. Curriculum changes approved to add four hour lab to intro - Standards of Excellence noted in all courses noted by Accreditation Site visitors. They were very impressed with the program. Accreditation Awarded for next 10 years. - Institutional Data Information is posted on the Surgical Tech webpage. Encourage members to look at the Surgical Technology page. Lisa presented information on Labor Mkt projections, Issues with growth vs space and needed instructors. Dr. Clunis suggested Lisa visit with Collin about the IDS information. Collin is the Data specialist who tracks information such as transfers, drops, returning students, non-returning... - Student evaluations were completed – all satisfied - Student job placement rate – 17 of 20 students employed - Employment needs – Lubbock is needing Surge Techs - Recruitment of students is continuous – Tours, community word of mouth, commercials, webpage, social media and Success 360 event - Admission procedures remain the same with the on-line application, course degree audit to help manage student's progress		Lisa Townsend

	• Students are doing very well. Will start clinical in two weeks. • Professional Readiness course – Hospitals have asked program to work on soft skills such as professionalism, attendance, tardy, dress... • Kim Crowley is the new Dean of Health Sciences replacing Mark Rowh who is retiring at the end of January 2019.	
Affiliation Reports	* Sherry Kramer with Golden Plains stated she loves getting our students...hired one. Sherry mentioned it is important for techs to adhere to policies that are learned at AC. *Micala with AUA stated they have been busy. Two operating rooms going most of the time. No job openings at this time. *Melinda Hodnik – Food being brought in for Surge Tech Week. She mentioned recruits are concerned about testing. They were told the closest place to test is Denver. It was mentioned by several that Lubbock and Wichita Falls are also a testing sites. She mentioned that Daniel was hired in CST. Hired two transporters with Bachelor's degree. *Cara with QCSH – QCSH offered a contract to a surgeon. Hope to start that person soon. Cara mentioned that Desiree (student) from last year was great. *Destiny with MCHD – Destiny stated that Dakota is doing great. Facility is undergoing renovations. They have two new ORs. *Ryan – NWTSHS – Ryan stated they hired two students from last year. They have one student position open.	
VP of Academic Affairs Report	Dr. Clunis thanked the committee for attending. She stated we need continued partnerships with each affiliation. Would like to increase the number of apprentices. Dr. Clunis stated Mark Rowh would be assisting in this area. Dr. Clunis also mentioned we may be applying for a \$150 million grant to help with our programs.	
Dean of Health Sciences Report	Kim Crowley thanked the Advisory Committee for attending and helping our students learn from them. Kim told the group that their feedback is helpful and asked the members to let Lisa know if they have any ideas that would benefit them and our students. Tamara mentioned the goal is to give employers cutting edge students so that when they leave AC, there is little on-boarding. Lisa mentioned BSA allows students to go in Operating room. Lisa also mentioned her program needs more space. Tamara stated the reason she is here is to learn more and help with issues.	
CCCHE	Melissa Burns asked the group to let her know if they need CE's or if they have speakers that they would like to have at a conference. It was mentioned that previously doctors would speak at conferences.	Melissa Burns

Adjournment	4:30 PM	
Date: 10-15-18 10-6-19	Executive Secretary Signatures: 	Next Meeting: Fall 2019

ADVISORY COMMITTEE MEMBERS

Program: Surgical Technology

Year: Fall 2018

Program Director: Lisa Townsend

Committee
Chair:

Name	Title	Company	Phone	E-Mail
* Juel H Lopez	Student			
* Ben Dwyer	Instructor		806-640-4107	
* Cara Segura	QCS - CST		806-640-4106	caracsegura@gmail.com
* Melinda Jones	CST/Instructor	BSA/AC	806-584-4578	MelThompson@actx.edu MelindaJ7@carterwright.com
Pamela Madden	Perkins Coordinator	AC		
* Destiny Thompson	Dir. Surg.	MCHD	806-386-1074	dethompson@mchd.net
Holly Benfey	Clinical Manager	AC	806-336-1634	hbenfey@actx.edu
Sandra DeLaRosa	Advisor	AC	371-5456	Smdelarosa@actx.edu
* Monica Van Sickle	CST	CRMC	421-9387	M. Van Sickle@Yqbaod.com
Javier Herrera	Advisor	AC	354-6007	jfherrera@actx.edu
* Melinda Hodelink	BSA RN Educ.	BSA	236-0664	melinda.hodelink@bsas.org
* Sherry Kramer	CoPCH OR Manager	Golden Plains Community Hospital	806-467-5838	sherry.kramer@goldenplains.org
* Dacia Valentine	Surgical Tech Supply Coordinator	GPCH	886-1891	dacia.valentinea@goldenplains.org
* Micaela Gomez	CST	AUA	806-282-7883	Micaela_gomez05@hotmail.com
* Ryan Terry	or sup	NWTHS	(80)223-3963	ryan.terry@NWTHS.com
Tamara		AC		
Mark		AC		

Program Director Agenda for Advisory Committee Meeting
Sept. 18, 2018 @ 3:30 pm

- Welcome
 - Thank you for being a part of our advisory committee, we appreciate you dedicating your time
 - Happy Surgical Tech WEEK! - We will be bringing goodies on Wed -
 - Introduce our New Administrative Assistant - Janet Barton DOING EXCELLENT
 - We are looking for a public member - Robin Schubert
 - We are also in need of a physician to represent our program
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- Curriculum content and order is as follows: (Noted on Poster)
 - Standards of Excellence noted in all courses noted by Accreditation Site visitors, Awarded for next 10 years
 - Student evaluations noted on poster, all were satisfied!
 - Student job placement noted on poster, 17 of 20 students employed
 - Employment needs, Lubbock is needing surg techs
 - Recruitment of new students is a continuous project - tours, community word of mouth, commercials, webpage, and social media 360'
 - Admission procedures remain the same with the online application, course degree audit to help manage students' progress
-
- Accreditation was granted for next 10 years
 - Site visit went very well, they were very impressed with our program
 - Approval of curriculum change was approved to add a four hour lab to intro
 - Students are doing very well will start clinical in two weeks.
 - Change in Deans as of Sept. 1, Accreditation notified

CE for Next Year - form to fill
Out C ideas

→ Neutral

(Lubbock)

Class of 2018-2019

23 total started program (2 student returned from last year) 1 will return in spring

Total = 24

1 was accepted but did not show up for first week of classes.

Outcomes Data for Class of 2017-2018

- Retention for the 06/28/2018 completion date = 24/20 [83%]
 - 24 Students started program, 20 graduated
- OAE participation rate = 20/20 (100%)
 - All students participated in certification exam
- OAE pass rate = 20/15 (75%)
- Graduate Placement rate = 20/17 [85%]
- Employer Surveys will go out in January
- GS return rate = 20/20 (100%)
 - All graduates completed the graduate survey
- GS satisfaction rate = 20/20=100%
 - All graduates were satisfied with education

Outcomes Assessment Exam elected for this reporting year: National Certification Exam

Annual Reporting Year	Academic Year	OAE Reported	# of Students Graduated [CST Exam-eligible]	# of Students Who Took CST Exam	# of Students Who Passed CST Exam*	% of Students Who Passed CST Exam*
2018	8/1/2016 - 7/31/2017	CST	25	25	21	84%
2017	8/1/2015 - 7/31/2016	CST	15	15	11	73%
2016	8/1/2014 - 7/31/2015	CST	15	15	11	73%
2015	8/1/2013 - 7/31/2014	CST	17	17	12	71%
2014	8/1/2012 - 7/31/2013	CST	13	13	6	46%

GRADUATE PLACEMENT (GP):

GP TRENDS DATA

Annual Reporting Year	Academic Year	# of Students Graduated	ST Employed	ST Employed & Cont Ed	Cont Ed	Total Grad Placement	Total Grad Placement %
2018	8/1/2016-7/31/2017	25	17	0	3	20	80%
2017	8/1/2014 - 7/31/2015	15	10	4	0	14	93%
2016	8/1/2013 - 7/31/2014	17	10	1	4	15	88%
2015	8/1/2012 - 7/31/2013	13	7	0	5	12	92%
2014	8/1/2011 - 7/31/2012	21	15	1	4	20	95%

EMPLOYER SATISFACTION RATE - TRENDS DATA

Annual Reporting Year	Academic Year	# of Employer Surveys Distributed	Employer Satisfaction %
2018	8/1/2016-7/31/2017	17	93%
2017	8/1/2014 - 7/31/2015	14	83%
2016	8/1/2013 - 7/31/2014	11	100%
2015	8/1/2012 - 7/31/2013	7	100%
2014	8/1/2011 - 7/31/2012	16	92%

GRADUATE SATISFACTION RATE - TRENDS DATA

Annual Reporting Year	Academic Year	# of Graduate Surveys Distributed	Graduate Satisfaction %
2018	8/1/2016-7/31/2017	25	88%
2017	8/1/2014 - 7/31/2015	15	100%
2016	8/1/2013 - 7/31/2014	17	93%
2015	8/1/2012 - 7/31/2013	13	100%
2014	8/1/2011 - 7/31/2012	21	100%

Surgical Technology Degree Plan – CERTIFICATE Plan

Fall

- Introduction to Surgical Technology
- Fundamentals to Perioperative Concepts and Techniques
- Clinical I

Spring

- Surgical Procedures I
- Surgical Procedures II
- Clinical II

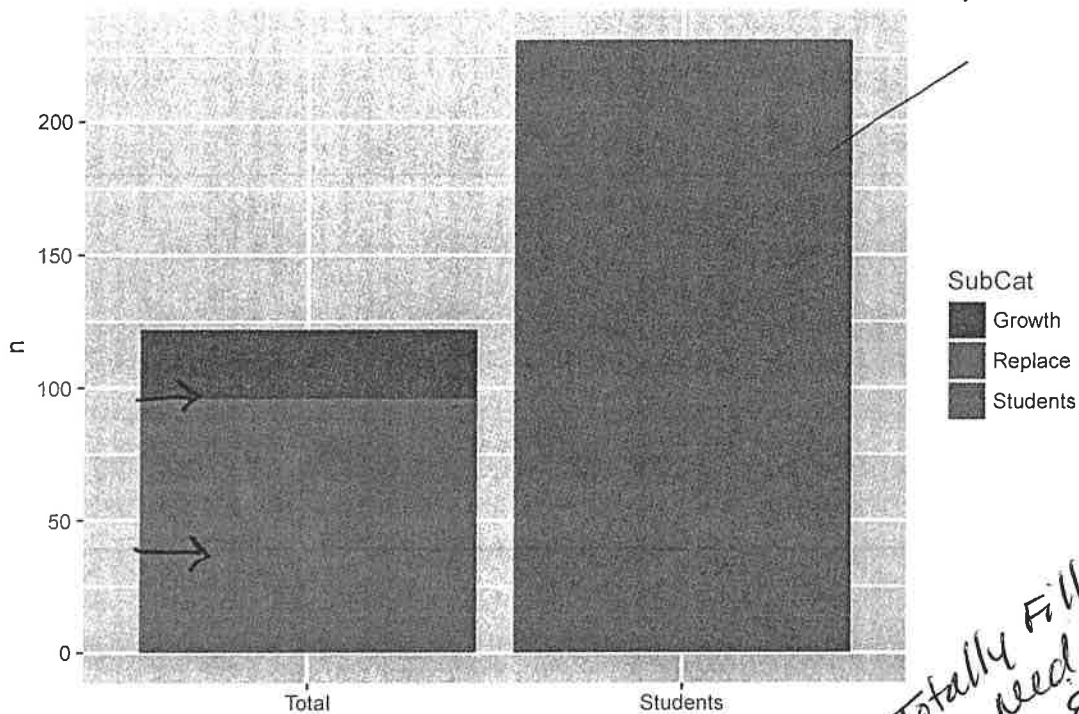
Summer

- Professional Readiness
- Clinical III

Program Review

Labor Market Projections 2018 to 2021

- Department: SRGT



title	growth	replace	total	students
Surgical Technology	26	96	122	231

All students SRGT Major
OVERALL

We need 122 students to enroll
from 2018 - 2021 to meet
Labor Market demand.
* Talk to Diane

Surgical Technology – Associates Degree Plan

1st Year

Fall

- ENGL 1301
- Psych 2301
- BIOL 2401
- MATH

Spring

- LPC/Creative Arts
- BIOL 2402
- HITT 1305
- BCIS 1305

Summer (Optional)

- BIOL 2420
- PHED

2nd Year

Fall

- Introduction to Surgical Technology
- Fundamentals of Perioperative Concepts and Techniques
- Clinical I

Spring

- Surgical Procedures I
- Surgical Procedures II
- Clinical II

Summer

- Professional Readiness
- Clinical III