

Advisory Committee Meeting Minutes

CHAIRPERSON: Dr. John Wise		
MEETING DATE: 11--19-03	MEETING TIME: 6:30PM Adjournment: 6:45 PM	MEETING PLACE: Dental Hygiene Center
RECORDER: Joanne C. Fletcher		PREVIOUS MEETING: 4-09-03

MEMBERS PRESENT: Cathy Conley RDH, Glenna Johns RDH, Dr. David McCarley, Dr. E.T. Boon, Dr. Brad Dean, Ann Parker, Dr. Michael Peck, Marianne Dryer RDH (Faculty), Joanne C. Fletcher RDH (Dental Hygiene Director)

MEMBERS EXCUSED: Gary Hodge (Dean), Dr. John Wise, Dr. Tamela Gough, Dr. Anthony Bolin

MEMBERS ABSENT:

Name and Title		Name and Title	Name and Title
	Dr. David McCarley	Joanne C. Fletcher RDH MS (Ex Officio)	
	Dianna Prachyl RDH MS	Dr. Brad Dean	Absent: Dr. Powe, Dr. Williams, Teppy Williams, Gary Hodge (Dean) Excused, Dr. Dean Jensen Ex-Officio
	Glenna Johns RDH MS	Dr. Anthony Bolin	
	Dr. John Wise (Chair)		
	Dr. Tammy Gough	Marianne Dryer (Faculty) Ex-Officio	
	Cathy Conley RDH	Dr. Michael Peck	

Agenda Item	Action Discussion Information	Responsibility
Old Business:		

Continuing Business:		
Review of Membership	Anne Parker (consumer) has been added to the committee. The membership list must be adjusted to include all active members.	
New Business:		
New Position: Dental Hygiene Laboratory Assistant	A part time dental hygiene laboratory assistant position has been approved. The individual hired will begin employment beginning January, 2004.	
SACS Accreditation	Scheduled during October 2004.	
Table Clinics	Scheduled for April 14 th 2004 , Wednesday evening at 7:00PM. This meeting will be a combination Advisory Committee Meeting and Student Table Clinic presentations. The Advisory committee will serve as judges. Table clinic evaluations contribute to curriculum revisions. This meeting will be open to the professional community for continuing education credit	Members of the committee are invited to evaluate student table clinics.
Pinning Ceremony	Friday: May 14 th : 11:00 AM Spring Creek Campus Conference Room: F- 108	Members are invited.
Student Scholarship and Awards	Scholarships and student awards will be presented during the annual pinning and awards ceremony in May.	Committee members or their respective organizations may sponsor an award or scholarship. Donations should be made out to CCCCCD Foundation and directed to Joanne Fletcher.
Budgetary Cuts	There has been a serious budget cut in all State educational programs. CCCCCD has placed a freeze on hiring and travel.	
Curriculum Decisions:	Based on table clinic evaluations. Committee members will serve as judges of the presentations.	

MINUTES

Key Discussion Points	Discussion
Old Business: Elimination of Secretarial Position	<p>The dental hygiene laboratory assistant position has been approved as a part time position (no greater than 19.5 hours per week.). This position will allow faculty to spend more time with students and less time with clinical maintenance and quality assurance record keeping. This position will open January, 2004.</p>
Continuing Business: Membership (Advisory Committee)	<p>Anne Parker has agreed to accept membership on the committee. She will serve in the role of “consumer”. Anne has a degree in dental hygiene but has not been active in the profession for many years.</p> <p>Members reviewed and updated the Advisory Committee roster. The membership of the Advisory Committee must be adjusted to reflect all active members. The following members will receive a thank you letter for their past participation on the Advisory Committee:</p> <p>Dr. Michael Peck Teppy William RDH Dr. Jeff Williams</p> <p>Potential members were discussed.</p>

New Business	
Student Report	<p>Our graduates scored 13th out of 242 two and four year institutions across the nation in the dental hygiene national board exam.</p> <p>Student and Graduate update:</p> <ul style="list-style-type: none"> • 2003 graduates had some difficulty finding positions although all are currently employed • Excellent student body, wonderful diversity • Second year class: 1 Mexican-American, 1 Pakistani dentist, 1 German citizen (permanent resident) • First year students: 1 Romanian, 1 India
Table Clinic Evaluation	<p>The committee agreed to serve as judges. Table clinic awards will be presented at the Pinning Awards Ceremony 5-14-04.</p> <p>A critique of last year's Table Clinic presentations followed. . Last year's presentations were scheduled in the clinical area. Limitations included a traffic flow problem and poor acoustics. A new location within the college will be investigated.</p>
Pinning Ceremony	<p>The committee was invited to the annual Pinning Ceremony scheduled on May 9th, Friday, at 11:00AM. (SCC, F 108).</p> <p>Student scholarships and awards will be presented at this time. . Committee members or their respective organizations may sponsor an award or scholarship. Award and scholarship donations should be made out to CCCC Foundation Office. Joanne Fletcher should be referenced regarding dental hygiene donations. It is appreciated when donations are made in advance. Donations are made through the CCCC Foundation Office. It often takes a month to have access to donated funds. Award recipients must wait until the funds become available.</p>
TDA and the TDHA	<p>The Mission of Mercy sponsored by the TDA was discussed with the possibility of including dental hygiene students.</p>
Student Scholarships and Awards	<p>Scholarships and student awards will be presented during the annual pinning and awards ceremony in May. Committee members or their respective organizations may sponsor an award or scholarship.</p>
Budgetary Cuts	<p>All departmental budgets have been cut however, professional travel has been restored within the USA.</p> <p>Last year Joanne Fletcher submitted an abstract that was accepted for presentation to the American Dental Educators' Association Meeting last June. She was unable to attend due to the freeze on travel. This year's meeting is scheduled in Vancouver, BC. Joanne has submitted a special request to present at this international meeting.</p>
Committee Recommendations	<p>Joanne Fletcher asked the committee for their input regarding curriculum and other ways to improve the program. The committee is currently satisfied with the program.</p>
Curriculum Decisions:	<p>Assessment will remain as ongoing with contributions from faculty, students, the Advisory Committee, employers and patients. Revisions to the curriculum will occur whenever areas of weakness are observed in student's table clinic presentations and discussion. Joanne</p>

	Fletcher also sponsored a student pizza lunch to encourage open discussion regarding the curriculum. Revisions will be incorporated into the program when indicated.

CHAIRPERSON SIGNATURE:	DATE: 11-19-03	NEXT MEETING: 4-14-04 Wed. 6:30PM
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