

Advisory Committee Meeting Minutes

CHAIRPERSON: Dr. John Wise		
MEETING DATE: 4--09-03	MEETING TIME: 6:00PM Adjournment: 6:45 PM Table Clinics Adjournment: 8:30PM	MEETING PLACE: Dental Hygiene Center
RECORDER: Joanne C. Fletcher		PREVIOUS MEETING: 12-04-02

MEMBERS PRESENT: Dr. John Wise (Chair), Cathy Conley RDH, Glenna Johns RDH, Dr. Anthony Bolin, Dr. David McCarley, Gary Hodge (Dean), Dr. Brad Dean, Dr. Tamela Gough, Marianne Dryer RDH (Faculty), Joanne C. Fletcher RDH (Dental Hygiene Director)

MEMBERS ABSENT: Dr. E. T. Boon (excused), Dianna Prachyl RDH (excused)

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

Agenda Item	Action Discussion Information	Responsibility
Old Business: Elimination of Secretarial Position	The dental hygiene position has been eliminated due to an excess of staff in our division.	
External Task Force Review	The function of the External Task Force Review was described to the Committee.	Members will follow through with status of Task Force recommendations.
Rotary Good Samaritan Award Sudanese Students	Joanne Fletcher awarded the "Good Samaritan Award" and received \$100 prize.	Recommendations from committee for dispersement of funds.

Continuing Business:		
Review of Membership	Anne Parker (consumer) and Cathy Conley (graduate) have been added to the committee.	
New Business:		
Table Clinic Evaluation	Evaluation form for student table clinics was distributed and discussed.	Members of the committee are invited to evaluate student table clinics.
Pinning Ceremony	Friday: May 9 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 CCCC Foundation and directed to Joanne Fletcher.
Budgetary Cuts	There has been a serious budget cut in all State educational programs. CCCC has placed a freeze on hiring and travel.	
Curriculum Decisions:	The committee will evaluate table clinics. Their evaluation will contribute to curriculum revisions.	

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Key Discussion Points	Discussion
Old Business: Elimination of Secretarial Position	The dental hygiene position has been eliminated due to an excess of staff in our division. This results in a dramatic increase in faculty workload. A dental hygiene laboratory assistant job description has been submitted and under consideration at this time. There is a freeze on hiring, however supplemental funding may be considered.
External Task Force Review	The process of the External Task Force Review was described to the Committee. Recommendations made by the Task Force will be shared with the Advisory committee when available.

Sudanese Students	Joanne Fletcher has approved the “no fee” treatment of Sudanese students in the dental hygiene clinic. Their lower anterior teeth were extracted as part of a rite of passage into manhood. Later, they escaped a war in the Sudan and attempted to make the trek to Ethiopia (only some survived). They are desperately in need of dental treatment. It was rewarding for CCCCCD to serve in this capacity.
Continuing Business: Membership (Advisory Committee)	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. She will attend the next meeting. Cathy Conley is an alumnus of the program.
New Business:	
Table Clinic Evaluation	Members of the committee reviewed the table clinic evaluation form. The committee agreed to serve as judges. Table clinic awards will be presented at the Pinning Awards Ceremony 5-9-03..
Pinning Ceremony	The committee was invited to the annual Pinning Ceremony scheduled on May 9 th , Friday, at 11:00AM. (SCC, F 108). 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 CCCCCD Foundations Office. Joanne Fletcher should be referenced regarding dental hygiene donations.
Student Scholarships 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. Dr. Tammy Gough agreed to collect money for the Dr. Paul P. Taylor Pediatric Association Scholarship Award.(\$300)
Budgetary Cuts	The State of Texas has asked community colleges to cut their budgets immediately by 7% for the rest of this year followed by a 12.5% reduction for the next biennium. This has a serious effect on CCCCCD. The college will continue to offer classes during the summer on a reduced basis. The college, comparatively speaking, is doing fairly well due to careful monitoring of the budget prior to this event. All departments have been asked to cut their existing budgets. CCCCCD has placed a freeze on hiring and travel. For example.....Joanne Fletcher submitted an abstract that was accepted for presentation to the American Dental Educators’ Association Meeting this June. The freeze on travel will prevent Joanne from representing CCCCCD at this national meeting (Similar situation for other faculty). These cuts also affect the purchase of equipment.
Curriculum Decisions:	Committee members served as judges of the table clinic presentations. Revisions to the curriculum will occur whenever areas of weakness are observed in student’s table clinic presentations and discussion.

CHAIRPERSON SIGNATURE:	DATE: 4-09-03	NEXT MEETING: 11-19-03 Wed. 6:30PM
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