Polysomnographic Technology Advisory Committee Meeting Minutes
April 28, 2015

CHAIRPERSON: Heather Edwards		
MEETING DATE: 4-28-15	MEETING TIME: 2:00 PM	MEETING PLACE: CPC Room D106A
RECORDER: Shari Morrison		PREVIOUS MEETING: 11-4-14

MEMBERS PRESENT: OTHERS PRESENT:

Name and Title		Name and Title		Name and Title	
Amber Allen, Program Coordinator		Heather Edwards, Sleep Medicine Associates of Texas, Employer PAC Member		Shari Morrison, Division Secretary	
Abe Johnson, Dean of Health Sciences		Karen Peterson-Smart, Clinical Coordinator, Faculty PAC Member		Vivian Dailey, Alumni member	
Araceli Solis, Respiratory Care Director, Faculty PAC Member		Dr. David Ostransky, Medical Director		Kimm Miller, 1st year student	
Jason Beard, Texas Neurology Sleep Center, Employer PAC Member		Tim Ruse, Public Member			
Chris Hamm, Public Member		Donny Holman, ResMed, Employer PAC Member		Thomas Abraham, Children's Health, Employer PAC Member	
Members Absent					
William Spriggs, BS, RPSGT, Author of Essentials of Polysomnography, Employer PAC Member		Margaret Mike, MD, D. ABSM, Sleep Medicine Physician, Physician PAC Member		Dr. Sherry Schumann, Vice President/Provost Central Park Campus	
Kenberlea Atkinson, RPSGT, Sleep Centers of Texas, Employer PAC Member		Kathrine Nicholson, 2nd yr. student			
Anna Cash, Medical Center Lewisville, Employer PAC member		Christina Dulock, UT Southwestern Sleep and Breathing Disorders Clinic, Employer PAC member			

Agenda Item	Action Discussion Information	Responsibility
Call to Order:	Welcome	Heather Edwards
Old Business:	Approval of November 4, 2014 minutes	Amber Allen
New Business:	Introduction of New Advisory Committee members	Amber Allen
	Student Update	Karen Peterson-Smart
	Graduation & Allied Health Ceremony	Amber Allen
	Accreditation Update	Amber Allen
	College Update	Amber Allen
	Program Update	Karen Peterson-Smart
	Clinical Update	Karen Peterson-Smart and Amber Allen
	Certificate Track	Amber Allen
	Promotions and Publicity	Amber Allen
	Scholarships	Amber Allen
	Annual Program Resource Survey For CoA PSG	Amber Allen
	Employer Survey	
	Elections for 2015-2017	
	Committee Feedback-State of the Field	Amber Allen
Dean's Comments:		Abe Johnson
Questions		
Other	Questions, Comments, Suggestions, Recommendations	Amber Allen
Concluding Remarks and Adjournment		Amber Allen

MINUTES

Key Decision Points	Discussion
Old Business:	• Heather welcomes everyone, meeting starts at 1:10 pm. • Everyone introduces themselves.

	• Motion to approve November 4, 2014 minutes, seconded, approved.
New Business:	
Student Update	• Kate Nicholson is very excited for graduation, time has flown by. • Kimm Miller is excited to begin her 2nd year. Excited about clinicals. • Students raised $439 to go towards scholarship fund
Graduation & Allied Health Recognition Ceremony	• Pinning Ceremony is May 14, 2015 at 10 am. It will be at the PRC campus. o The Advisory Committee is welcome to attend. • College graduation is May 15, 2015 at the Allen Event Center at 7 pm.
Accreditation Update	• All students have completed the resource surveys for CoA PSG • The Advisory Committee has the CoA PSG resource survey in the packet handed out today. Please complete and return today. Need completed for accreditation. o If you hire the graduates, advisory committee members will get an Employer Survey.

College Update	• We have a new President, Dr. H. Neil Matkin
	  o He started on April 6th
	  o His Curriculum Vitae is on Collin website.
	• The new building will be move-in ready by December 2015. Classes will start in Spring 2016.
	  o Will have a 4 bed lab, constructed to AASM standards.

Program Update	• We have 9 students ready to graduate.
	  o 2 have jobs, 3 applied to the Respiratory Care program and 2 have job interviews.
	• 2nd year students took the Capstone exam on April 8th and all passed.
	• We have 13 in the class of 2016, all excited to be in the program.
	• We have hired 2 new Associate Faculty
	  o Will need to hire more in Spring 2016.
	• Dr. Ostransky will give a lecture to program students in Fall and Spring.
	• 2 students recognized as Emerging Scholars.
	• Met with Academic Advising staff
	• Updated curriculum for Poly 1 and 2 based upon feedback from former graduates.
	  o Extended clinical hours for Associate track.
	  o Increased from a 4 hour to a 6 hour lab for Poly 1 and 2
	  o Scoring lab increases from 3hours to 4 hours per week
	• Amber asked Advisory Committee if they feel the program needs to change hours for lab and clinicals.
	  o Yes, Dr. Ostransky thinks it is great idea to increase clinicals from 15 hours to 18 hours. Karen seconded.
	• Karen and Amber will be going to BRPT Symposium in Dallas, September 18-19.
	• Amber is going to TSSP in October in Ft. Worth.

Clinical Update	• We will be adding 2 new clinical sites in Summer.
	• Have not had a Preceptor meeting yet.
	• All the preceptor and clinical evaluations are online.
	  o Feedback is great from clinical sites.
	• Jason hired Yun, she is great.
	• Thomas hired 2, really good, happy with them.
	• Dr. Ostransky commented that the students seem more mature than the last class.
	• Heather thinks the students are doing really well.
	• Karen commented that she hears sites need good techs; they don't have enough with AAS.
	  o More labs want degreed workers.

Certificate Track	• We have 4 applicants right now.
	• The lecture portion is online.
	• On-the-job trained techs can do a CLEP type test
	  o Core classes can be done online.
	  o A lead on 3 people that are interested.
	  o How are we going to assess the initial amount of credit?
	  o Capstone check off possibly, to be done here.
	  o There is a market trend towards this.
	  o Dr. Ostransky wants to go forward with this
	  ▪ Heather moved, Dr. Ostransky seconded it.

Promotions and Publicity	• We had joint Information Sessions with Respiratory Care. • Hosted a table at the Health & Safety Fair. • Amber gave a lecture & tour to Respiratory students • Participated in the Collin Tech Fair at PRC. • Tours of lab for Plano ISD. • Lecture given to Plano East.
Scholarships	• With the Sleep Tech Excellence Fund we purchased pins, contributed to the Scholarship fund. • For the 2nd year in a row, one of our students won the Andrea Patterson Memorial Scholarship from the BRPT. • Uzma Rashid, 1st year student, won $2,500 from the Andrea Patterson Memorial Scholarship.
Annual Program Resource Survey for CoA PSG	• Please fill out the Annual Resource Survey in packet. • Please fill out the Collin Employer satisfaction survey in packet.
Committee Feedback on	• Heather Edwards was nominated to serve as Chair again, all voted for her to serve again.

State of the Field	• Don Holman was nominated to serve as Vice Chair, all voted for him to serve.
	• Don wanted to know where the program stood on Home testing.
	  o Could be done, with training on equipment.
	  ▪ Nomad & WatchPad
	  ▪ BCBS is hardcore with having prior authorization for home study.
	• Don commented about where sleep is and where it's going and the history.
	• Karen suggested to ask that question on the check off and to talk about insurance.
	• Dr. Ostransky wanted to know how big the new lab will be.
	  o How the students will be trained.
	  o To do transitioning to being day/night person, as well as office work.
	  o Amber agreed, would give student better skills if they know how to do both.
	• Heather suggested that our students need to do a night rotation, experience of multiple patients to one tech.
	• Karen suggested expanding the lab to 6 hours for more experience.
	  o Try different set ups, 3 patient to one tech.

Dean's Comments:	• The new Conference Center will be open in June 2015. HS building done Nov. 2015 • In the new building Poly will have 4 beds. • For the new budget, a little more money was added. • Community education will be held in the Conference Center. • May develop 2 new programs, Diagnostic Sonography and Occupational Therapy Assistant. o It will be a challenge to find faculty.
Other: Questions, Comments, Suggestions, Recommendations	• Will the new lab be accredited by AASM? Would it serve the community to get it? • Abe commented that there will be accreditation for 2016. • Amber thanked everyone for coming and for their feedback.
Concluding Remarks	**Meeting Adjourned at 2:15 pm.**

Chairperson's Signature:	Date:	Next Meeting:
Heather Edwards		