Respiratory Care Fall 2015
Advisory Committee Meeting Minutes

CHAIRPERSON: Anna Martin		
MEETING DATE: November 13, 2015	MEETING TIME: 12:00 PM	MEETING PLACE: SCC-K233
RECORDER: Shari Morrison		PREVIOUS MEETING: April 17, 2015

MEMBERS PRESENT

Anna Martin, Medical Center of Plano, Manager of Respiratory Care	Araceli Solis, Collin College, Director of Respiratory Care	Mary Sue Owen, Collin College Respiratory Care Faculty
Dr. Abe Johnson, Collin College VPP PRC	Dr. Jon Hardesty, Collin College VPP CPC	Van McKnight, Medical Center of Lewisville
Julie Boganwright, Collin College Respiratory Care Clinical Coordinator	Cheri Duncan, Baylor Heart Hospital Manager of Cardiopulmonary Services	Shari Morrison, Division Secretary Health Sciences
Angie Switzer, Collin College Respiratory Care Faculty	Dean Holland, Parkland Health System, Clinical Educator	Kristina Abbassi, 1st year student
Lora Harris, Medical Center of Plano, Director of Respiratory/Sleep Lab	David Mussetter, Texas Health Presbyterian Hospital Dallas, Manager of Respiratory Services	Grace Sunny, 2nd year student
Jason Morrison, Methodist Dallas Clinical Educator		Kelley Reynolds, Collin College Respiratory Care Faculty

ABSENT

Dr. Timothy Chappell	Tammy Atteberry	David Barton
Trudie Dugan	Jim Hemmingway	Kenneth Hawkins
Mike Trevino	Charles Uzuegbunam	Eric Medaris
Tina Rueles	David Gibson	

AGENDA

Agenda Item	Action Discussion Information	Responsibility
Welcome	Call to Order, Welcome and Introductions	Anna Martin
Old Business	Approval of Spring 2015 Minutes	Anna Martin
New Business	Introduction of Members	
	Student Reports	Kristina Abassi & Grace Sunny
	Scholarship Initiative	Anna Martin/Celi Solis
	THECB Update	Celi Solis
	New Building Update	Celi Solis
	Program Director's Report	Celi Solis
	Clinical Coordinator's Report	Julie Boganwright
	Clinical Affiliate's Report	Clinical Sites
	Medical Director's Comments	Dr. Chappell
	Dean's Comments	Dr. Abe Johnson

	Concluding Remarks	Anna Martin
	Nomination of Co-Chair	Anna Martin

MINUTES

Key Discussion Points	Discussion
Welcome:	• The meeting was called to order at 12:30 pm. Anna Martin welcomed everyone to the meeting and thanked them for coming. • Committee members introduced themselves
Old Business: Spring 2015Minutes	• A motion was made by Cheri Duncan and seconded by Dean Holland to approve the Spring 2015 meeting minutes. The minutes were approved unanimously

New Business: Student Reports	• Kristina Abassi, 1st year student
	  o Decision to choose RC is family related.
	  o The program was intimidating at first, but enjoys information and how clinical brings it all together.
	  o Feels welcome at the clinical site.
	  o She is very impressed with the knowledge Collin faculty have and is happy to be here
	• Sunny Grace, 1st year student
	  o Wonderful experience, feels like family.
	  o Great experience at the conference.
	  o Feels personal relationship with Collin faculty-including new faculty member Mary Sue Owen.

Scholarship Initiative	• Excellence Fund has $3900 and RC Advisory fund has $1000.
	  o Need $250 to award an Advisory scholarship next year.
	  o Angie Switzer is working with Foundation to establish an Alumni scholarship.
	  ▪ Opened a Facebook page to attract alumni
	  ▪ Has $850 in donations, has until the end of June to collect $400 to award this scholarship.

THECB Update/Curriculum Update	• The new curriculum hours are approved and will be evaluated again in 2 years. • Removed Math and modified Microbiology requirement, decreased Specialties by 1 credit hour while keeping similar contact hours. Students will need to be Math eligible for their first semester in program.

New Building Update	• Celi showed pictures of the new lab area, classroom and storage.
	• We will be moving into the new building December 2015.
	  o Ribbon cutting will be on January 20, 2016.
	  o More simulation opportunities with the larger labs.
	  o Dr. Johnson says the timeline to move is in place.

Program Director's Report	• Celi submitted the Annual report in July.
	  o We will find out in April 2016 about the credentialing award
	• Good return on all surveys last year.
	  o Common comment was that the students appreciate being able to work on different ventilators.
	• 90% of Class of 2015 had jobs within 6 weeks of graduation, 100% had jobs by October 2015.
	• Class of 2016 has 9 working students.
	• Class of 2017-accepted 22 but lost 2 students for personal reasons.
	• The budget should be adequate
	  o 10% decrease to fund the Innovation Challenge - new ideas for Collin.

	• Program promotion has included the use of blast emails about information sessions, participation in Health Fairs, personal advising, articles in Allen, Plano and McKinney magazines. Continuing to work with PR to promote the program
	• Inter-rater Reliability videos in progress to achieve consistency in grading.
	• Prepping for the CoARC Self-study before the site visit.
	• January 20th is the new building ribbon cutting.
	• Collin College Respiratory Care Symposium will be on February 19, 2016.
	  ○ 6 CEUs
	  ○ Spring Creek Campus.
	  ○ Cost $40

Clinical Coordinator's Report	• There are 20-1st year students and 20-2nd year students.
	  ○ All doing great
	  ○ Some students participated in the patient move at Parkland.
	  ○ Looking forward to the students being able to shadow managers in Spring.
	• Capstone rotation may include homecare rotation through Children's Health
	• Sputum Bowl-Students placed 1st and 2nd place in Las Vegas.
	  ○ Haley Cheshier won the Morton B. Duggan Jr. Award, $1000.
	  ○ Todd Porter won the Lambda Beta Scholarship for Community Service, $2000.

Clinical Affiliates Report	• Jason Morrison wants to hire all of our students, the students are excited about being there. • David Mussetter is pleased with the 3 Collin students they have, they are quality. • Dean Holland hired 4 students from Collin, they are doing very well. • Lora Harris hired 2 Collin students, they have great customer service. • Cheri Duncan believes that it's important to have solid groundwork and believes that we do give that. Further added that Baylor won't hire new grads.
Medical Director's Comments	• No report

Dean's Comments	• Dr. Johnson has been with Collin for 11 yrs.
	  ○ Collin is behind RC program.
	  ○ Notes that Program utilizes feedback from Advisory Board
	• Collin adding 2 new programs
	  ○ Sonography
	  ○ Occupational Therapy Assistant
	  ○ Eventually Physical Therapy Assistant and Radiology
	• Abe thanked the Board for working with him during the past years
	  ○ Anna said on behalf of Board that he will be missed
	  ○ She welcomed John Hardesty as new VP Provost.

Concluding Remarks	• Anna thanked everyone for a great time as the Chair. • Opened up the floor for nominations for the new co-Chair. • David Gibson was nominated, but Board will wait until he has been contacted to make it an official nomination
Adjournment	• Anna asked if there was any other business. • The meeting was adjourned at 1:40 pm.

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING
Anna Martin	6-10-16	Spring 2016

Respiratory Care Fall 2016
Advisory Committee Meeting Minutes

CHAIRPERSON: David Gibson		
MEETING DATE: November 18, 2016	MEETING TIME: 12:00 PM	MEETING PLACE: SCC-K233
RECORDER: Shari Morrison		PREVIOUS MEETING: April 22, 2016

MEMBERS PRESENT

Araceli Solis, Collin College, Director of Respiratory Care	Kelley Reynolds, Respiratory Care Faculty	Mary Sue Owen, Respiratory Care Faculty
David Gibson, Medical City Dallas, Educator	Angie Switzer, Respiratory Care Faculty	Julie Boganwright, Respiratory Care Clinical Coordinator
Dr. Timothy Chappell, Medical Director	Steve Ball, Southwest Transplant Alliance, Public Figure	Shari Morrison, Administrative Assistant, Health Sciences
Dean Holland, Parkland Health System, Clinical Educator	Anna Martin, Medical Center of Plano, Manager Respiratory Care	Vanessa Parnell, 1st year student
Charles Montoya, Children's Health, Educator	David Mussetter, Texas Health Presbyterian Hospital Dallas, Manager of Respiratory Services	Adrian Cojocaru, 2nd year student
Kristen Hood, Children's Health, Educator	Jason Morrison, Methodist Dallas, Educator and Co-Chari of Advisory Committee	David Barton, Medical City Dallas, Educator
Richard Walker, Baylor University Medical Center Dallas, Director	Arlene Denado, Medical Center of Plano	Eric Medaris, LifeCare Plano
Trudie Wylie (Dugan), Medical Center Lewisville		

ABSENT

Dr. Jon Hardesty, VPP CPC		CharlesUzuegbunam, Manager Methodist
Gary Hodge, Dean of Academic Affairs Health Sciences and Emergency Services	Jim Hemmingway, Baylor Carrollton	Van McKnight, Director, MCL
Kenneth Hawkins, Manager PHHS		

AGENDA

Agenda Item	Action Discussion Information	Responsibility
Welcome	Call to Order, Welcome and Introductions	David Gibson
Old Business	Approval of Spring 2016 Minute's	David Gibson
New Business	Introduction of New Members	
	Student Reports	Vanessa Parnell Adrian Cojocaru
	Leadership Changes	Celi Solis
	Scholarship Account Update	Celi Solis
	CoARC Self-Study/Site Visit	Celi Solis
	Program Director's Report	Celi Solis
	Clinical Coordinator's Report	Julie Boganwright
	Clinical Affiliate's Report	Clinical Sites

	Medical Director's Remarks	Dr. Chappell
	Concluding Remarks	David Gibson

MINUTES

Key Discussion Points	Discussion
Welcome:	• The meeting was called to order at 12:30pm by David Gibson • All committee members introduced themselves.
Old Business: Spring 2016 Minutes	• A motion was made and seconded to approve the Spring 2016 meeting minutes.

New Business:
Student Reports
	• Vanessa Parnell,1st year student
	  o Is really enjoying the program
	  o A lot of fun, and a lot of information
	  o All she is learning is beneficial and is using at the clinical site
	  o Likes learning the different equipment
	• Adrian Cojocaru, 2nd year student
	  o Scared at the beginning/sacrificed family time but was able to be successful
	  o Faculty has been very helpful throughout the program; they want us to succeed
	  o Enjoys following the RT's, helping patients, and learning procedures
	  o Is thankful for the learning opportunities and looking forward to Spring classes
	  o Enjoyed participating in the Sputum Bowl.

Leadership Changes	• Celi announced we have a new Dean (Gary Hodge) who has been with Collin for 30 years.
	  o He could not attend, but wants to thank the Board for their support of the program.
	• Celi informed the committee that with leadership changes came the creation of associate dean positions. Health Sciences did not acquire an associate dean but directors will assume some of associate dean duties.
	  o Purpose is to allow for Deans to go out in Community and build partnerships.
	  ▪ Additional responsibilities include annual faculty evaluations and approval of travel and leave.

Scholarship Account Update	• Celi informed the committee that a new person is now heading the Scholarship department.
	  o Will now get a quarterly report on funds. This was something that our dean assisted with.
	  o Six students received scholarships in August (including the Charles Healey Memorial Fund, Faculty Scholarship, and the Wendy Gartenberg Scholarship Fund).
	• Students were also awarded scholarships for the Spring Semester.
	• We will need to raise at least 650.00 by next July to award another advisory committee scholarship next year.

CoARC Self-Study/Site Visit	• Celi announced that the Self-Study Report was submitted in July and accepted earlier this fall. The CoARC Site Visit is February 16, 2017. News was received this morning via email. • CoARC would like to speak to Committee/Faculty/Staff as part of their site-visit and Celi asked that committee members save the date. Celi will send out an agenda for that day at a later time.
Program Director's Report	• Celi updated everyone on the application numbers. There were about 40 applicants this year and 25 students were accepted. o The program lost two students: 1 for academic reasons and the other for personal reasons.

- There are 20 second years.
- Second year students took a practice TMC exam in the summer. A few students had low scores so program faculty/staff met with them to discuss the importance of preparing and passing the next practice exam.
- Students took a practice TMC SAE and all passed.
- The class of 2016 had 90% employment in May and we are at 100% now. Celi thanked the committee since many of our students are employed at their facilities.
- There was a 100% first time pass rate in qualifying for CSE.
- Dr. Chappell asked about the status of applicants who do not get accepted and if they re-apply.
    - Celi meets with applicant about other program options or what the applicant can do to improve their application the following year. This year we had one repeat applicant.
- Celi discussed the email that was sent over the summer about what happens when there is a flag on a background check. Clinical agreements vary and the program wants to ensure correct interpretation.
    - Discussion of age when offense occurred, how long since it occurred, what offense was
- For the CoARC Annual Report, there was a good return on surveys and all thresholds were surpassed.
- The program's wish list of new equipment was fulfilled through grant proposals
    - 2 Neo Puffs
    - Life Pak 15
    - Spirometers
    - Aerogen nebulizers
- New on wish list
    - Get updated books for the Student Book Loan Program
    - Upgrade software
- 2 students applied to the AARC House of Delegates
    - 1 was accepted-all expenses paid through the TSRC
    - 1 was accepted- given less amount, funds were raised to assist this student with the trip (Dean Hodge a big help).
- Respiratory is participating in a Multi-Disciplinary Scenario
    - Respiratory, Nursing, Surg.Tech, EMS
    - Students will receive service learning hours
    - If goes well, the film could be shown at the CEU symposium in February.
- There are 20 people (students and faculty) signed up for the Fight for Air Climb
- In the new building the computer lab has been made available to all students on weekends/nights when the building is open.
- Laptops to be acquired for Health Science Students.
- Problem with signage in the new building is a work in progress.
- No changes in the curriculum but working with Simulation to give students more exposure to multiple patients.
- The Simulation program has a "Code Friday" where any Health Science student can participate
- Celi has been working with Public Relations to promote program and would like to see more applications next Spring.
    - All Health Science Program websites are being revised with help from PR
    - Working on showcasing our space/resources since many students still do not know what we have.
    - Videos to be created showcasing our labs and also giving information on the program.
    - Creating new brochure type flyers also showcasing space

	• There has been some progress with the Articulation Agreement with Midwestern State University
	  o Students may be able to take one class while they are in their last semester of our program.
	  o An agreement with UT Health Science Center is also in the beginning stages. We want students to have options.
	• Collin is hosting a CEU Symposium in February.
	• Celi announced the vacancies for a Diagnostic Sonography program director and Health Science Academy program director and brought the job descriptions for everyone to review or pass along.
	• Celi thanked the Advisory Committee for all of their support

Clinical Coordinator's Report	• There are currently 23 first year and 20 second year students
	• We have a new Immunization Tracker that helps keep track of the students shot records and reminds them when they are due
	• Julie will send out an email about participating in allowing students to follow a manager in the spring semester
	• In the Spring there will be a new clinical site, Baylor Frisco
	  o They will take 1 first year and 1 second year
	• We only sent 1 team to the State Sputum Bowl and they took 1st place, went to Nationals and took 3rd place
	• At the TSRC Conference 2 students received scholarships and 4 did poster presentations
	• Julie and Kelley are organizing the CEU Symposium on February 24th at the Central Park Campus
	  o All proceeds go to a Scholarship fund
	  o Alumni will present lectures

Clinical Affiliates Report	• Jason Morrison - They are very busy, currently have 2 students working as equipment techs • David Gibson - Would like to have current Collin students, they are happy with the graduates they hired • Trudie Dugan - Doesn't have students at this time, but very busy • David Mussetter - Hired 4 students last year and they are doing great • Dean Holland - students are very professional, independent workers, hired 2 from last year • Kristen Hood - She hired 7 from last year, they are getting good experience, working the floor, Ashlyn Gaytan won Rookie of the Year • Anna Martin - Wants to hire 2, happy with students • Richard Walker - has no students employed at this time but would like to hire, enjoys the students

Medical Director's Remarks	• Dr. Chappell has been meeting with the Texas Medical Board
	  o Please review the proposed rules
	  1. Definition of a practitioner
	  2. Student employment
	  o Some issues they are working on
	  1. Turnaround time after test results submitted
	  2. Jurisprudence exam
	  3. Fingerprinting issues

Concluding Remarks	• Anna Martin stated that HCA is going through a rebranding of all 13 local hospitals to "Medical City" • Rich Walker wanted to know if the committee should meet before the site visit for any reason. Celi will find out and email them • Dr. Chappell stated that the TMB needs more expert reviewers. He thinks he could get someone from TMB to speak at the February CE lectures.
Adjournment	• David Gibson adjourned the meeting at 1:40 pm.

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING Spring 2017

Respiratory Care Advisory Committee Meeting Minutes

CHAIRPERSON: David Gibson		
MEETING DATE: 11/3/17	**MEETING TIME: 12:00 P.M.**	**MEETING PLACE: CPC – H232**
RECORDER: Cassie Peak		**PREVIOUS MEETING: 4/28/17**

MEMBERS PRESENT: (Yes/No) **OTHERS PRESENT:**

	Name and Title		Name and Title		Name and Title
Y	David Gibson, Medical City Dallas, Educator	N	Dr. Timothy Chappell, Medical Director	Y	Gary Hodge, Dean, Health Sciences – Collin College
Y	Dean Holland, Parkland Health System, Clinical Educator	N	Charles Montoya, Children's Health, Educator	Y	Araceli Solis, Director, Respiratory Care & Polysomnography, Collin College
N	Kristen Hood, Children's Health, Educator	N	Richard Walker, Baylor University Medical Center – Dallas, Director	Y	Dawn Headrick, Respiratory Care Faculty, Collin College
N	Trudie Wylie (Dugan), Medical Center Lewisville	Y	Jamie White, OCH Children's Health, Director Auxiliary Care	Y	Kelley Reynolds, Respiratory Care Faculty, Collin College
N	Steve Ball, Southwest Transplant Alliance, Public Figure	N	Anna Martin, Medical City Plano, Manager Respiratory Care	Y	Julie Boganwright, Respiratory Care Clinical Coordinator, Collin College
Y	David Mussetter, Texas Health Presbyterian Hospital Dallas, Manager of Respiratory Care Services	Y	Jason Morrison, Methodist Dallas, Educator and Co-Chair of Advisory Committee	Y	Angie Switzer, Respiratory Care Faculty, Collin College
N	Lora Harris, Medical City Plano	N	David Barton, Medical city of Dallas, Educator	Y	Amanda Christian, 1st Year Student
N	Eric Medaris, Lifecare Plano	N	Kenneth Hawkins, PHHS, Manager	Y	Xuanyue Zhang, 2nd Year Student
		N	Charles Uzuegbunam, Methodist, Manager	N	Dr. Jon Hardesty, Vice President/Provost – CPC, Collin College
N	Van McKnight, MCL, Director	Y	Mark Whitford, Baylor of Dallas, Educator		

Agenda Item	Action Discussion Information	Responsibility
Old Business:	**Approval of Last Meetings Minutes**	David Gibson
Continuing Business:	**Student Reports**	Amanda Christian/Xuanyue Zhang
	CoARC Update	Araceli Solis
	Scholarship and Articulator Agreement Update	Araceli Solis
	Program Director's Report	Araceli Solis
	Clinical Coordinator's Report	Julie Boganwright
	Clinical Affiliate Report	All
	Dean's Comments	Gary Hodge
New Business:	**THECB Subcommittee for Programs**	Araceli Solis
	Concluding Remarks	David Gibson
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	**Approval of Old Minutes** ➢ Approval of minutes, David Mussetter imitated, committee approves.
Continuing Business: **Student's Report**	**Xuanyue Zhang (2nd Year)** ➢ Is an international student and all the faculty and staff of the Respiratory Program has made the transition very enjoyable. Wasn't actually aware of the Respiratory Program but while working as a Student Ambassador for Collin ran into Director Solis on a tour and just the devotion that Celi put forth toward her made her want to turn to Respiratory. 2nd Year is going really well, and is enjoying all the clinical sites. Started at Medical Center of Lewisville and is now at Children's. Clinical has been really fascinating. **Amanda Christian (1st Year)** ➢ 1st rotation is at Presby Dallas and she keeps busy with no complaints. Asked the committee "What do educators look for in students?" Answers ranged from great attitude, willingness to learn, good energy, and to keep cell phone away.
CoARC Update	➢ CoARC Board held a meeting on June 24th and the program has received continuing accreditation through 2027. ➢ Respiratory Program Annual Report was due July 2017. It was accepted with no recommendations. Anticipating a 6th Distinguished Credentialing Award based on the data submission from 2016. ➢ 450 programs nationwide, only 20 programs consistently awarded the award.
Scholarship and Articulation Agreement Upadte	**Scholarship Update** ➢ Seven scholarships were awarded for Fall/Spring (2 first years, and 5 second years) and 2 were awarded for Spring. ➢ Respiratory Care Excellence Fund balance is $4000 ➢ Alumni Fund balance is $1000 ➢ Respiratory Care Club balance is $2000 ➢ Respiratory Care Excellence Fund helped pay 1st year student finishing up their payment plan for Fall. ➢ Kelley Reynolds: Engaged Faculty Scholarships was awarded to Vanessa Balderas **Articulation Agreement Update** ➢ Three 2nd Year students are concurrently enrolled this Fall with the Midwestern State University ➢ Two weeks prior, a representative came to do an advising session with the students ➢ Midwestern State University offers transfer scholarships
Director's Report	**Students** ➢ Class of 2017: 100% FTPR on TMC Exam; CSE 90% FTPR 100%, 6 NPS ➢ Licensing Delays up to 4 months to get through the Medical Board

	➢ 19 2nd Year students (overall attrition for this group 20%) ➢ Allied Health Recognition Ceremony on May 10th at 10 a.m. ➢ 30 Applicants for Fall 2017 ➢ 4 removed self from consideration ➢ 4 did not meet program requirements (contacted for Fall 2018 with plan) ➢ 22 students were accepted including one from previous cohort ➢ Lost 1 for academic reasons leaving 21 as of today ➢ Set student up for re-entry student success plan in program **Program Promotion** ➢ Faculty and staff have been hosting information session, career fairs, health fairs, high school tours. ➢ Starting BIOL course visits and BIOL faculty handing out information flyers ➢ Araceli will meet with the high school embedded counselors **Budget** ➢ Allocations remained similar to last year ➢ Upgraded the adult software over the summer with leftover 16-17 budget, purchasing upgrades on Neo/Pedi with 17-18 budget. ➢ Recent grant purchases have been put into use: PB980 Ventilator from the 17-18 cycle, Lifepak 15, Neopuffs, spirometers, and meshnebs from the 16-17 cycle. ➢ Any suggestions for future purchases? Airvo 2, Vapotherm, Capnograph
Clinical Coordinator's Report	**1st Year students Clinical Rotations** ➢ Parkland ➢ Texas Health Resources – Plano ➢ Texas Health Resources – Dallas ➢ Medical Center of McKinney ➢ Methodist (new first year rotation) **2nd Year students Clinical Rotations** ➢ Parkland ➢ Texas Health Resources – Dallas ➢ Methodist Dallas ➢ Children's ➢ Medical City of Plano ➢ Medical City of Lewisville ➢ Medical City of Dallas – specialty rotation for neo/pedi ➢ Look for volunteers (directors/managers/educators) to have students follow for the Spring **Sputum Bowl** ➢ Student teams won 1st and 2nd place at the Texas State Respiratory Care state competition this past July in Waco ➢ 1st place team was Patrick Forsythe, Kebron Isayas & Cesaro Romero ➢ 2nd place team was Alexis Matthews, Cassie Morris & Cindy Zhang ➢ Both teams went to the national competition in Indianapolis earlier this month and Patrick, Kebron and Cesar won the national championship! ➢ Patrick Forsythe and Breanna Pierce received grants from the Respiratory Care Foundation of Texas **CEU Symposium** ➢ Friday, March 2, 2018 at the Central Park Campus Conference Center.

	➢ Offer lunch and add a 7th CEU for the price of $50 ➢ Proceeds go to the Respiratory Care Student Scholarship ➢ Cindy Zhang was awarded this scholarship this past Fall and two students will be awarded scholarships for the spring semester.
Clinical Affiliate	**Baylor** ➢ Students seem to making progress and doing extremely well **Methodist** ➢ 1st years seem to be doing extremely well **Medical City of Lewisville** ➢ Rotations for 2nd years ➢ Hired a recent graduate in July and extended another offer this week ➢ Noticed during interviews that graduates seem to be unable to speak about themselves or answer direct questions during the interview **Texas Health Resource** ➢ Several new employees, and the Collin graduates are above and beyond the other new non-Collin employees **Medical City** ➢ Sputum Bowl winners are currently in rotation and seem to be going well ➢ Looking for a new manager **Parkland** ➢ Very impressed with Collin students **Children's** ➢ Four 2nd Year students, appreciate other sites in training them to get hands dirty before entering their peds rotation
Dean's Comments	**Diagnostic Sonography Program** ➢ The director should be in place by Summer 2018 ➢ Applicants should be submitting by Fall 2018 ➢ Program will start Spring 2019 ➢ First class will be small between 8 to 10 **Public Safety Training Center (PSTC)** ➢ Currently ahead of schedule and should be open by May 2018 ➢ Will move in over the summer ➢ Classes will begin Fall 2019 **Career and Technical Education Center** ➢ Will be located at 121/Alma ➢ Open Fall of 2020 ➢ Will potentially offer physical therapy assistant, pharmacy technician, maybe LVN. Auto technician, HVAC, welding, building construction…etc **Special thanks to the advisory committee and their recommendation carries weight with the decisions of the program.**

New Business: THECB Subcommittee for Programs	➢ THECB has created subcommittees for workforce programs to create common major core for their degrees for seamless transfer. ➢ Araceli Solis and Kelley Reynolds have been placed on this committee ➢ One meeting has taken place so for in which Kelley was able to attend. ➢ The feeling of the Advisory Committee is that Collin's curriculum for Respiratory Care is already exemplary and that no change needs to come to the curriculum. They choose to opt out for now and Araceli will keep the committee updated. Those not present will be emailed.

CHAIRPERSON SIGNATURE:	**DATE:**	**NEXT MEETING:**
RRT	04-13-2018	N/A

Respiratory Care Advisory Committee Meeting Minutes

CHAIRPERSON: Jason Morrison		
MEETING DATE: 12/14/18	MEETING TIME: 12:00 P.M.	MEETING PLACE: CYC-228
RECORDER: Cassie Peak		PREVIOUS MEETING: 4/13/18

MEMBERS PRESENT: (Yes/No)

	Name and Title		Name and Title
N	David Gibson, Medical City Dallas, Educator	Y	Dr. Timothy Chappell, Medical Director
N	Dean Holland, Parkland Health System, Clinical Educator	N	Charles Montoya, Children's Health, Educator
N	Kristen Hood, Children's Health, Educator	N	Richard Walker, Baylor University Medical Center – Dallas, Director
N	Trudie Wylie (Dugan), Medical Center Lewisville	Y	Jamie White, OCH Children's Health, Director Auxiliary Care
N	Steve Ball, Southwest Transplant Alliance, Public Figure	N	Anna Martin, Medical City Plano, Manager Respiratory Care
N	David Mussetter, Texas Health Presbyterian Hospital Dallas, Manager of Respiratory Care Services	Y	Jason Morrison, Methodist Dallas, Educator and Co-Chair of Advisory Committee
N	Lora Harris, Medical City Plano	N	David Barton, Medical city of Dallas, Educator
Y	Eric Medaris, Lifecare Plano	Y	Ursula Alexander, Management, Texas Health Resources - Plano
Y	Glenn Metoyer, Parkland Hospital, Manager	N	Charles Uzuegbunam, Methodist, Manager
N	Van McKnight, MCL, Director	N	Mark Whitford, Baylor of Dallas, Educator
N	Laura Martinez, Baylor – McKinney, Manager of Cardiopulmonary	Y	Jennifer Hancock, Supervisor, Medical City - Plano

OTHERS PRESENT:

	Name and Title
N	Gary Hodge, Dean, Health Sciences – Collin College
Y	Araceli Solis, Director, Respiratory Care & Polysomnography, Collin College
Y	Dawn Headrick, Respiratory Care Faculty, Collin College
Y	Kelley Reynolds, Respiratory Care Faculty, Collin College
Y	Julie Boganwright, Respiratory Care Clinical Coordinator, Collin College
Y	Chad Essary, Respiratory Care Faculty, Collin College
Y	Syeda Razzaque, 2nd Year Student, Collin College
Y	Yukeong Kim, 1st Year Student, Collin College

Agenda Item	Action Discussion Information	Responsibility
Old Business:	**Approval of Last Meetings Minutes**	Jason Morrison
Continuing Business:	**Student Reports**	1st and 2nd Year Students
	THECB Subcommittee for Programs	Araceli Solis
	Scholarship Update	Araceli Solis
	Program Director's Report	Araceli Solis
	Clinical Coordinator's Report	Julie Boganwright
	Clinical Affiliate Report	All
	Medical Director's Report	Dr. Timothy Chappell
New Business:		
Other:		

MINUTES

Key Discussion Points	Discussion
Old Business:	**Approval of Old Minutes** ➢ Approval of minutes, Jason Morrison made a motion to approve the minutes, Eric Medaris seconded the motion, all approved
Continuing Business: **Student's Report**	**Yukeong Kim (1st Year)** ➢ Former Nursing Student transitioned into Respiratory Care. Successfully finished first semester. Attended Texas Health Resources – Plano as their first clinical site. Very welcoming clinical site and instructors were outstanding. Wants to continue to bachelors and masters degree. **Syeda Razzaque (2nd Year)** ➢ Both of her twins were in NICU when she first learned of Respiratory Therapy. Years later her Dad had a heart attack and met another Respiratory Therapist. Decided to go into the field. Researched and found that Collin had an outstanding program. Has completed two rotations at Parkland, Methodist, Texas Health Resources – Plano, and Childrens. Loves the NICU and would like to go into that specialty. Loves the program and instructors. Was able to attend Sputum bowl in Las Vegas and won 2nd place. Currently in the MSU – Bachelor's program and may go on to get her Masters. Hope to do future recruitment for the program and Respiratory Therapy.
THECB Subcommittee for Programs	➢ Last meeting was in November – some first year courses were agreed on for all programs. ➢ May start Fall 2020 ➢ Has to go to State THECB for approval, then bring back to advisory board for approval of new curriculum ➢ Our curriculum is not really changing, changing of course names and moving competencies from one semester to another.
Scholarship Update	**Scholarship Update** ➢ 10 scholarships awarded for Fall/Spring – 5 first years, 5 second years ➢ Respiratory Care Excellence Fund has a current balance of $4,500 ➢ Used to cover partial tuition and plaques for awards ➢ Alumni Scholarship fund is at $253.45 ➢ Respiratory Care Club scholarship fund is $5,000, will be awarding 4 scholarships for Fall 2018-2019 ➢ Advisory Committee Fund Scholarship is at $1400 ➢ TSRC and ARCF awarded 3 scholarships to our students
Director's Report	**Students** **Class of 2018** ➢ 18 graduated (17 successfully passed their RRT and working) ➢ 94% are Registered Respiratory Therapists and 94% job placement ➢ Currently employed at Methodist, Medical City of Plano, Children's, Medical City of Denton, Medical City of Lewisville, Parkland, Lifecare

	and Texas Health Resources – Dallas. ➢ TMC: Scored above the national mean in all content areas ➢ CSE: 94% FTPR ➢ Licenses issued between June 13th and August 8th ➢ The following ideas were discussed regarding deficiencies: Add cleaning to the bronchoscopy procedure lecture in RSPT 2247, emphasize Cidex/Wexcide in RSPT2310, add cleaning to the Home Care lecture in RSPT 2247, add updated nebulizer cleaning information to the RSPT 1410 lab, add CPAP mask/circuit cleaning to RSPT 1411 lab, emphasize smoking cessation as part of pulmonary rehab in RSPT2247, emphasize evidence based guidelines for diseases in RSPT 2310. ➢ Students were weakest in the trauma scenarios on the CSE. We will emphasize trauma scenarios in RSPT 2231 and consider adding trauma scenario to live simulation in the Spring. **Articulation Agreement** ➢ Currently 2 second years enrolled with MSU **Class of 2019** ➢ 16 graduating in the Spring (7 currently working) ➢ 21 started the program with 1 returning, 2 withdrew in/end of 1st year Fall and not continuing. (9.5% attrition), 1 withdrew for personal reasons will be returning next fall, 2 did not continue to the 1st year Spring due to academic reasons but are returning this fall, 2 did not progress to Summer for academic reasons but came back this Fall. ➢ 15 total going into summer **Class of 2020** ➢ 45 applicants and accepted 26 (3 from previous cohort) ➢ Lost one due to academic reasons ➢ Average GPA 3.46, Average PSB Score: 8, 73% had all pre-requisites completed and 86% had all core completed **CoARC** ➢ Annual report portal is finally up ➢ Surpassed thresholds, employer and student satisfaction surveys ➢ Personnel Surveys also exceeded thresholds ➢ Believe we will receive the Distinguished Credentialing Award for the 7th year. **Program Promotional Efforts** ➢ Careers Fairs, Health Sciences Center Tours and ISD visits **Budget** ➢ Allocation similar to last year ➢ Recent grant purchases were put into use PB980 Ventilator, Medtronic Capnograph, Masimo Rad 97 Co Oximeter and Vapotherm ➢ Were able to retire many old ventilators ➢ Any new equipment being brought in or in use at the hospital level? ➢ Metaneb

	Staffing ➢ Filled two full time positions: Dawn Headrick and Chad Essary ➢ Currently have 21 associate faculty, 7 skills instructors, 3 full-time faculty, 1 clinical coordinator and 1 student worker **Fundraising** ➢ Students raised funds for ALA Climb 925, Meals on Wheels, Cystic Fibrosis Walk, and they participated in the Health and Safety Fair
Clinical Coordinator's Report	**1st Year students Clinical Rotations** ➢ Parkland ➢ Texas Health Resources – Plano ➢ Texas Health Resources – Dallas ➢ Medical City of McKinney ➢ Methodist ➢ The Heart Hospital – Plano (new) ➢ Will start new rotation at Texoma Medical Center in the Spring **2nd Year students Clinical Rotations** ➢ Parkland ➢ Methodist Dallas ➢ Children's Medical Center ➢ Medical City of Plano ➢ Medical City of Lewisville ➢ Neo/pedi rotation at Medical City of Dallas ➢ Julie will be emailing soon for volunteers(directors/managers/educators) to have students follow you in the spring for a day **CEU Symposium** ➢ Will be Friday, March 8, 2019 at the McKinney Campus Conference Center. Charge will be $50.00 for 6 CEUs and lunch. Proceeds will go to the Respiratory Therapy Student Scholarships **TSRC Convention** ➢ Ummay Priti and Syeda Razzaque received grants from the Respiratory Care Foundation of Texas **Texas Sputum Bowl** ➢ Out of 11 teams, one of our teams won first place ➢ 1st place team: Ryan Edinger, Jake Malan, and Jennifer Moreles (beat graduate students from UTSAHSC) ➢ Our other teams was one win away from the final four: Michael Goldfinger, Alex Lopez, and Greg Roper **AARC Convention** ➢ Alex Lopez was recognized as the recipient of the Jimmy A. Young Memorial Education Recognition Award ➢ Thank you Dr. Chappell for your recommendation letter **National Sputum Bowl** ➢ Our teams placed 2nd and 4th nationality out of 22 teams ➢ 2nd place team: Michael Goldfinger, Syeda Razzauqe and Greg Roper ➢ 4th place team: Ryan Edinger, Jake Malan, and Jennifer Moreles
Clinical Affiliate	**Parkland** ➢ Hired 2 from class of 2018, doing very well, have another graduate student starting work on Monday **Methodist**

	➢ Hired 3 from the class of 2018, 2 externs they plan to hire full time once they graduate **Children's House** ➢ Does not usually hire recent graduates **Children's – Dallas** ➢ Hired all externs from the class of 2018 **LifeCare** ➢ Hired 1 from the class of 2018, about to have 2nd year students in rotation **Medical City** ➢ Hired 2 from the class of 2018, 2nd year students seem to be very engaged **Texas Health Resources – Plano** ➢ Discussing hiring new graduates, no complaints regarding the current 1 year rotations
Medical Director's Report	➢ Shadowing route for people who have been out of the field has been denied by the board ➢ Skills checklist will need to be created for hiring manger to use for those type of applicants ➢ New Medical Director for the Board is cracking down on licensing and renewals ➢ Keep all information current, RRT is being held to the same standard as the doctors.
New Business	➢ No New business

CHAIRPERSON SIGNATURE:	**DATE:**	**NEXT MEETING:**
.RRT	4-5-19	

Respiratory Care Program
Advisory Board Meeting Minutes
November 22, 2019

CHAIRPERSON: Eric Medaris		
MEETING DATE: November 22, 2019	MEETING TIME: 12:00	MEETING LOCATION: Courtyard Campus, Room 402
RECORDER: Tina Butterfield		PREVIOUS MEETING: April 5, 2019

Members Present

Timothy R. Chappell, MD, Medical Director	**Omar Juarez,** Manager, Heart Hospital of Plano	**James Manley,** Clinical Educator, Parkland Memorial Hospital
Eric Medaris, Director, Respiratory Therapy, LifeCare Hospitals of Plano	**Glenn Metoyer,** Manager of Woman and Children's Services, Parkland Memorial Hospital	**Charles Montoya,** Children's Health Educator, Children's Medical Center
Jason Morrison, Educator, Methodist Dallas Medical Center	**Amy Lowe for Jamie White**, Director of Auxiliary Care and Support Services, Our Children's House	

Ex Officio Members Present

Julie Boganwright, Respiratory Care Clinical Coordinator, Collin College	**Chad Essary**, Respiratory Care Faculty, Collin College	**Dawn Headrick**, Respiratory Care Faculty, Collin College
Michelle Millen, MSCPM, RHIA, Dean of Health Sciences & Emergency Services	**Kelley Reynolds**, Respiratory Care Faculty, Collin College	**Araceli Solis,** Director, Respiratory Care & Polysomnography, Collin College
Zachary Davenport, 1st year student	**Brittany Kaberline,** 2nd year student	

Agenda Item	Action Discussion Information	Responsibility
Meeting called to Order		Celi Solis
Introductions		Individual Introductions
Old Business:	Approval of Spring 2019 minutes	Celi Solis
New Business:	Medical Director Updates	Celi Solis
	Marketable Skills	
Continuing Business:	Student Reports: 1st and 2nd Year Students	Brittany Kaberline and Zachary Davenport

	Scholarship Updates	Celi Solis
	Curriculum: THECB Programs of Study	Celi Solis and Kelley Reynolds
	Program Director's Report	Celi Solis
	Clinical Coordinator's Report	Julie Boganwright
	Clinical Affiliate Reports	Julie Boganwright
	Remarks	Timothy Chappell, MD. Michelle Millen
	Concluding Remarks	

Key Decision Points	Discussion
Call to Order	Eric Medaris called the meeting to order at 12:33 p.m.
Old Business:	Approval of April 5, 2019 meeting minutes – Motioned by Jason Morrison and 2nd by Glen Metoyer. Minutes approved.
New Business:	**Medical Director Updates** • Celi thanked Dr. Chappell for resuming his position as medical director and thanked him for his service. • Celi announced that Dr. Hughes retired at beginning of October and that we are looking for a replacement co-medical director. . **Marketable Skills** • The Texas Higher Education Coordinating Board has a Marketable Skills goal and requires institutions to formally identify soft and technical marketable skills to future employers. We have a Fall 2020 implementation date. We must publish these Marketable skills on websites. Approvals are needed from students, alumni, staff, advisory committee. Our deadline is the 1st week of December. We looked at our credentialing matrix and this is what we came up with: 1. Evaluate patients and make recommendations regarding care. 2. Initiate and modify interventions for patients. 3. Perform troubleshooting and quality control of equipment. 4. Communicate effectively and professionally with patients and team members. 5. Maintain ethical principles. o Celi asked if there are any recommended edits. A question was asked if the skills were meant to be broad in scope. Dean Millen replied that yes, they are meant to be broad and designed for outcomes with the intent that the students take the skills with them into the workforce. o Dr. Chappell would like #4 to include "patients, family and team members" and Glenn thought that one should include patients and education. Jason Morrison motioned to approve and Dr. Chappel 2nd the motion.
Continuing Business:	**Student Reports: 1st and 2nd Year Students**

	• Zachary Davenport (first year student). In his 1st rotation at McKinney and is surviving the long nights with a new baby. He was working in CA as a paramedic/FF and just moved here due to his wife's job. He is learning a lot and not feeling like he has been thrown to the wolves – it is busy, but not crazy. His adrenaline keeps him going and he has been drawn into the niche. He was a scholarship recipient for Dr. Chappell's named scholarship and thanked him for being recognized and was very thankful for the assistance.
	• Brittany Kaberline (second year student) said she was not accepted into the nursing program even though she had 9 years of healthcare experience and an AS degree with a 4.0 GPA. She failed the math section for the PSB. She attended an information session for Respiratory after hearing about the program from a student in her A&P class. Brittany said this is an awesome program and feels like she is making a difference. She received a scholarship and just got back from Sputum Bowl in New Orleans. She commented on what a beneficial opportunity it was to be involved in sputum bowl. One thing she would like to see at in the clinical sites is that they give students access to sign on and view chart information, especially for the case studies part. Not being able to sign in hinders their ability – not to chart but just to view.
	  ○ Dr. Chappell asked how to reach these students, such as herself, if not accepted and losing them. Brittany responded and said by having the programs more prominent on college websites. Dean Millen asked if notifying all those not accepted into nursing about the other programs available would help. Brittany thought this was a good recommendation and was very receptive to this. It was agreed that making the program more visible was essential. People do not know what we do and we are a valued part of the healthcare team.
	  ○ Celi spoke about branching out to schools and classes and recruiting.
	  ○ Brittany commented that she wished that being accepted wasn't all focused on how you do on a test and that some people don't test well. Celi mentioned that the program does now look at previous healthcare experience as part of the application process. Celi also mentioned that the RC program does not disqualify someone based on one section of the PSB.
	  ○ Dr. Chappell spoke about taking RC as a Dual Credit. Not possible due to the pre-requisites. Michelle discussed how most dual credit students go on to a 4 year degree and bypass us. Celi added that we have seen one dual credit student from the Health Sciences Academy (6 years later).
	  ○ Omar Juarez stated that HS students do rotate through departments in the hospital. Dean Millen discussed the challenges with the ISDs in the hospital on top of Collin health science students.
	
	Scholarship Updates
	• 13 Scholarships Awarded for Fall/Spring in this year's ceremony
	  ○ 7 first years and 6 second years. This was the most students we have had to receive scholarships.

	• RC Excellence Fund has a balance of about $3024.80. This fund is mostly contributed to by FT/PT faculty. • Advisory Committee Scholarship has a balance of $439.23. Anyone can donate to this fund. • Respiratory Care Alumni has a balance of $253.45. The money comes from recruiting through the Alumni FaceBook page. Professors Reynolds and Switzer post fundraising contests but we have not done anything this year and need to get on this for next year. It takes $1,250 for a scholarship. • Respiratory Care Club: We raised $6,000 for scholarships. Professor Reynolds and Julie Boganwright coordinated the Annual CE Symposium and everything goes toward scholarships. We had more than 100 people attend last year and were able to give 5 scholarships. **THECB Update**: • Celi and Kelley served on the subcommittee to standardize all 1st year RC curriculum in the state. The state wants everybody to have the same skills and competencies by the end of the 1st year in the event they transfer, it would be a seamless transition. The Board should have met in October to approve the curriculum we proposed last year. We are thinking of implementing this in the Fall of 2021. It will not be a huge disruption as we had input at the meetings. We will rename a couple of courses and shift some competencies from one semester to another. We will adopt it and meet again once this happens to get it approved and put it in the catalog. We will keep you updated on this. Dr. Chappell commented on the success of the program. **Fall 2019 Program Report** • Midwestern State University: We already have a partnership with Midwestern State University for bachelor's completion. Two to three students in their 2nd year take advantage of this. We have approached other 4 year institutions on this to see if we could partner with them but challenges interfered and leadership changes hindered the process. We approached Texas State as they have an online BS in Respiratory completion program. They were not very flexible years ago when we first spoke but more receptive now. We are 1 of 3 schools they want to partner with due to our program outcomes. We are very excited that our students can choose between Midwestern and Texas State University. We think that our partnership with Texas State will be in the next semester. • The college is looking into prior learning assessment skills. They will develop a system to give credit to students with previous learning experience. Kelley is working on a pilot program to come up with potential courses that would work with this. We have a pre-req class that is a basic health professions course; HIPPA compliance, handwashing, infection control, vital signs – just basic skills that they would already have. They would need to pass a written exam and a skills exam and we would be willing to give them college credit. The other class we are looking at is Introduction to RC. Consideration is being given to CRT to RRT – if they have a certification in RC can we

	check off all 1st yr. classes (clep out) and join us in the 2nd yr. For now, we are starting with just the one class. ○ Question was raised, "Are there CRT's out there willing to get out of the 1st year? Eric Medaris replied that he has 3 or 4 that are older that would be great for this. Dr. Chappell commented that there is a market for this. There are hundred in the state of TX, but how you tap these is another question. Dean Millen asked how we find these CRT's? Dr. Chappell added that they had kids, or moved and were out of the market for 5 yrs. or more so they created this shadowing program but it was not standardized and fell apart. Glenn said that there is huge population out there that could benefit from this and our program could bring them to the area. Glenn mentioned military veterans with experience not being eligible to sit for exam. Dr. Chappel said that the Board found a pathway around passing the exam for them. Dean Millen added that there is another opportunity to create a bridge program to provide remediation because of changes to their profession. Say they got their certification earlier and laws and criteria changed and they are stuck and don't have mobility, the bridge program through the Prior Learning Assessment would work for them. **Class of 2019 Update** • 16 graduated and 94% job placement. • Most licensed by July 10th with one outlier in October because they had to provide additional documentation to the State. • TMC Analysis: Scored above the national mean in all but 4 areas (lowest was 88% of national mean which is still above Coarc thresholds of 85%). • CSE Analysis only below the national mean in one area (95%) • Regarding the Therapist Multiple Choice Exam, areas of weakness were identified. • 1A Evaluate Data in Patient Record • 1D Evaluate Procedure Results • 2B Ensure Infection Control • 3I Initiate and Conduct Patient Family Education • Infection control, Quality control, Evidence based medicine and Initiation/conduct patient and family education were all areas that need work. Although we scored slightly below the national mean in these areas, we are still compliant with CoARC thresholds. We will target these areas as part of our continuous improvement. We are considering developing a generic competency for infection control. Maybe a tour of a disinfection/sterilization area in the first semester would help? There does seem to be a lot of confusion regarding red bag trash. It was agreed that we would develop a handout and emphasize proper handling of biohazard material in both HPRS 1204 and RSPT 1201. In HPRS 1204 lab when safety skills are tested a station with red bag vs. regular trash might be helpful. • Patient and family education will be emphasized to students in class and lab. We will continue to review evaluation of data and evaluation of procedure results. Clinical instructors will be informed of these areas of

weakness so that they can expose students to these areas in the hospital setting.

Class of 2020

- 21 current 2nd years –47% working
- 3 working at UTSW; 3 at CMC, 2 at Methodist; 2 at THR-D
- 2 concurrently enrolled in Midwestern State University and doing well.
- Accolades
    - COPD Camp Breathless (May 31); Ryan, Sawyer, Haley, Mia
    - 2 students and Celi participated in new AARC recruitment video which was aired at the conference this month. We are also talking about hosting the AARC on campus for filming more videos on lab skills and activities as part of recruitment.

Class of 2021

- Only 30 Applications and we accepted 20, plus 2 from a previous cohort returned. We lost 3 since beginning of semester. Due to this we are utilizing less clinical sites. We are hoping that in the fall we have a bigger applicant pool to get our max of 26 students.

Recruitment

- We have stepped up our recruiting this past year. Julie has been coordinating with instructors for us to go to select Biology classes and AP classes to give a presentation. A lot of times these students have no idea that we have a program. Angie is also doing guest lectures for them. We have had an influx of 1:1 meetings and information sessions as a result of these class visits.
- We also put brochures at Presby and can send you all brochures if you would like.
- We continue to participate in tours of our facility providing hands on skills to juniors and seniors.
- We have program bulletin boards at the other campuses and students decorate with different aspects of our program.
- We have gone out to MISD schools to promote the profession. Heading out to Trent Middle School with Eric in a few weeks.
- Information session attendance so far is 30 after 4 info sessions. Another 15 with 1:1 advising sessions with me. We are feeling confident that we will get in a bigger class and higher quality for next year.
- Dr. Chappell had a suggestion to invite all the AP students to the conference to attend lectures if there is room. They are thirsty for knowledge and impressionable.

CoARC

- Awarded the Distinguished Credentialing Success Award for 7th year! We continue to surpass CoARC thresholds. There is no other school in TX that has gotten it as many times as Collin There will be a #8 which will be awarded next summer.
- 2019 Annual Report for 2018 Outcomes to be done by 2/1/20. The company who supported the portal just went out of business. Doing what we can with what COARC has now.

	Budget
	• We have been very fortunate as there were no cuts to our budget. The allocation is similar to last year. Celi thanked Michelle.
	• Purchased a new ABG ARM which is more realistic for the students to practice on (pulse and depth of pulse can be controlled).
	• After the AARC conference, Chad procured a grant donation from Hill-Rom worth $15,000. Hill-Rom donated a Meta neb valued at $5,000 (incorporated fall 2020) and a Vest valued at $10,000 (incorporated Fall 2019).
	• Every year we apply for the Perkins Grant – we were awarded $67,000
	  ○ 2019-2020: Cough Assist, Textbooks to loan, Ultrasound machine and Parapac ventilator all received. They are coming out on Tuesday to do a hands-on 3 hour training with our 2nd yr. students. Pending item: Trilogy Ventilator.
	  ○ Jason started a discussion on having to outsource for people to do picc lines and mid-lines. Omar said they too were looking to outsource this. Kelley said that the ultrasound machine we got is good for looking at vascular access and lungs–it has both probes on it. Dr. Chappell told us to put our marker down because the nurses may fight this. James said to get involved in it also. Glen talked about their program that has been up and running for a year and they there is a 29% decrease in patient wait time with significant savings to the hospital.
	  ○ 2018-2019: Medtronic Capnograph (4K), Masimo Rad 97 Co Oximeter (4k), and Vapotherm (5K).
	  ○ We bought new additions/versions of our textbooks with the grant and will start using them in the spring.
	• Celi thanked everyone and to let us know if there is anything we can do for them and to please keep us posted on phased out equipment.
	
	Fundraising
	• CEU seminar; contributions to meals on wheels, sheets for soldiers, toys for tots, CF WALK
	• In closing, we wanted to express thanks to the board for their continued support. Much appreciation to Dr. Chappell for his dedication to our students and our program throughout the years.
	
	Clinical Coordinator's Report
	
	• Our first year students are at the following clinical sites:
	  Parkland
	  THR Plano
	  THR Dallas
	  Medical City of McKinney
	  The Heart Hosp. at Baylor Plano
	***We are starting a new rotation at Methodist Richardson in the spring.
	
	• We have 21 second year students at:
	  Parkland
	  Medical City Lewisville
	  Methodist Dallas

	Children's Medical City of Plano And a specialty neo/pedi rotation at Medical City Dallas • We are hoping to have a specialty NICU rotation at Baylor McKinney in the spring. We don't have enough students to go around now. • For the spring, Julie will be emailing soon for volunteers (directors/managers/educators) to have students follow you in the spring for a day. • CEU Symposium: Friday, February 28, 2020 at the CPC Conference Center. We are again charging $50, which includes 6 CEUs and lunch. Proceeds will go to RT student scholarships. We sent you the flier to post in your department, and as an Advisory Board member, you can attend free or let us know who you want to come. • While at the TSRC convention this summer, Brittany Kaberline received a grant from the Respiratory Care Foundation of Texas. We also had three students awarded for their poster presentations: Brittany Kaberline, Sonya Park, and Shelby Howell • State Sputum Bowl: For the 8th year in a row, our student team won 1st place (out of 15 total teams) in the TSRC state competition this past summer in Waco. Angie and Julie run this and Chad coached. • Schuylar Brown, Brittany Kaberline, Annie McFarland & Sarah Moody were our team. • We recently returned from the AARC Congress in New Orleans. • While there at the opening ceremony, Gustavo Lopez was recognized as the recipient of the Jimmy A Young Memorial Education Recognition Award and Sonya Park was recognized as the recipient of the Morton B. Duggan, Jr, Memorial Education Recognition Award (thank you Dr. Hughes for your recommendation letters). • Shelby Howell was selected to serve as a student representative from Texas for the AARC House of Delegates. • Four students applied for and were selected to serve as AARC Student Interns: Haley Jackson, Esther Kim, Gustavo Lopez, & Mia Schmollinger • AARC Sputum Bowl: Our team placed 3rd in the nation (out of 28 teams). Dr. Chappell showed up as part of our posse. • Kelley Reynolds was elected President of the TX North Region.
Clinical Affiliate Remarks	• **Eric:** Lifecare Plano takes 2nd yr. students in the spring. Enjoy working with them and they are very knowledgeable. • **Omar:** Heart Hospital – students doing very well and being exposed to critical care patients. They are getting exposure to different types of surgery. They are eager and ask a lot of questions. • **Glen:** They hit the ground running. Ryan and Syeda are almost ready to go. The onboarding has been good. • **Jason:** We had 3 last year and hired them. They are awesome. • **Charles:** Will take 3 next year and offer them all FT positions. They were approved to hire another 10 positions. • **James:** We have a lot of openings. • **Amy:** We can't hire new grads, but they could go to Children's and then to us.

	• **Julie:** We have a student that was approved to bring her service dog with her to work. Annie participated in Sputum Bowl and was invited to talk to the AARC Congress next year about her service dog. • **Dr. Chappell:** Sputum Bowl was an eye opener. It really helps them mentally prepare for the profession.
Dean's Remarks	• **Michelle:** She updated the group on the 2 new campuses and how Allen will house the trades and Wylie will house the agricultural programs. The master plan for McKinney will have updates to existing structures such as the dental hygiene department with an addition of the Welcome Center and a new parking garage. Frisco will have an IT center. Community Colleges in the State of TX have approved us to offer 3 BS degree programs. We currently have Nursing and Cyber Security and they will determine the 3rd program soon. We have a new Activity Care program focusing on the aging population which combines Rec. Therapist with CNA. Physical Therapy Technician and Pharmacology Technician will be at the Frisco campus. We have a new VP, Mark Smith, we appreciate his practical approach and refreshing perspective.
Co-Chair Nomination	• Omar nominated James Manley and James agreed.

Meeting Adjourned at 2:08 p.m.	Motion to Approve: Jason Morrison Second: Amy Lowe Action: Adjourned