

**Advisory Committee Fall 2018 Annual Meeting
Dental Assisting**

Vernon College – Wednesday October 17, 2018, Room 115 CCC 5:30 PM

Dr. Robert Evans – Chair
Melinda Lee – Vice Chair
Sarah Long – Recorder

Members Present:

Diane Teague – Texas Tech University
Health Sciences
Jillian Farrell – Workforce Solutions
Kendra Pardue – Strohmman Dental
Jill Munoz – Community Health Care
Center
Ja’Katie Hickman – Value Smiles
Sarah Long – Baird Dental
Melinda Lee – Children’s Dentistry
Joel Richie – Midwest Dental

Facility and Staff Present:

Chelsey Henry
Mollie Williams
Shana Drury
Christina Feldman
Justin Sanders

Members Absent:

DeeDee McKinney – Community Health
Care Center
Greyson Nichols – Spearmint Dental
Dr. Robert Evans – Robert D Evens Inc
Crystal Ojeda – Workforce Solutions
Ellen Dingus – Texas Workforce
Commission

Melinda Lee discussed the new business:

Program Outcomes:

Discussion and review took place among committee members regarding the program outcomes listed below.

1. Demonstrate the rules, regulations and procedures of the dental assisting profession.
2. Demonstrate solid knowledge of infection control in regards to the dental profession.
3. Apply a working knowledge of jurisprudence and ability to apply these policies and ethical procedures as it relates to the dental assisting profession.
4. Identify and differentiate body systems with a working knowledge of how the body works pertaining to dental procedures.
5. Demonstrate proficiency in applications of techniques, utilization of tools and handling of instruments, patients, and all other procedures to assist dentist.
6. Demonstrate understanding of x-ray procedures and ability to utilize x-ray equipment proficiently.

7. Application of skills in general practice dentistry, orthodontist dentistry, pediatric dentistry and oral surgery in assisting the dentist.

After discussion, Melinda Lee asked for a motion to approve program outcomes.

Joel Ritchie made motion to approve program outcomes as presented.

Sarah Long seconded the motion.

The motion to approve program outcomes passed.

Assessment Methods:

1. Completion of all courses (C/NC)
2. Attendance
3. For Chairside and Dental Science – weekly assignments are given, and a midterm and final are given. One project is incorporated in the fall and two projects in the spring.
4. Clinical – checkoff sheets provided for completion
5. For Dental Materials and Dental Radiology – weekly quizzes and a final.
6. For A&P – 10 exams and quizzes were given on content, as well as pre and post chapter quizzes

Melinda Lee asked for a motion to approve assessment methods and results.

Jillian Farrell made motion to approve assessment methods and results as presented.

Joel Richie seconded the motion.

The motion to approve assessment methods and results passed.

Workplace Competency:

RDA licensure exam (Registered Dental Assistant) through the Texas State Board of Dental Examiners.

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1. RDA exam	8	8 students @ 100%	State reporting

After discussion, Melinda Lee asked for a motion to approve workplace competency.

Diane Teague made motion to approve workplace competency as presented.

Kendra Pardue second the motion.

The motion to approve workplace competency as presented passed.

Review Program Curriculum:

Dental Assisting Program, Certificate of Achievement

Continuing Education

CIP 51.0601

Instructional Location - Century City Center

Probable Completion Time – 9 months

Requirements

MDCA 1009	Anatomy and Physiology	98 Class Hours
DNTA 1001	Dental Materials	64 Class Hours
DNTA 1011	Dental Science	48 Class Hours
DNTA 1015	Chairside Assisting	66 Class Hours
DNTA 1005	Dental Radiology	48 Class Hours
DNTA 1060	Clinical Dental Assisting	80 Class Hours
	Total Credit Hours:	404

Verification of Capital Workplace Competencies:

State of Texas Registered Dental Assistant (RDT) Exam

MDCA 1009 Anatomy and Physiology - Emphasis on structure and function of human cells, tissues, organs, and systems with overview of common pathophysiology.

Identify and correlate cells, tissues, organs, and systems of the human body; differentiate normal from abnormal structure and function; and differentiate all body systems, their organs, and relevant pathophysiology.

DNTA 1001 Dental Materials - Composition, properties, procedures and safety standards related to dental materials.

Differentiate dental materials for specific procedures; manipulate materials; demonstrate the basic principles of laboratory safety, and comply with OSHA and other regulatory agencies' standards.

DNTA 1011 Dental Science - A fundamental study of anatomical systems with emphasis placed on head and neck anatomy. Topics include embryology of the teeth along with basic dental terminology.

Describe anatomical systems in terms of components and functions; identify teeth and related structures; recognize oral structures and tooth nomenclature; and explain the physiology and morphology of the deciduous/primary and the permanent/secondary teeth

DNTA 1015 – Chairside Assisting - A study of pre-clinical chairside assisting procedures, instrumentation, OSHA and other regulatory agencies' standards.

Select armamentarium for introductory dental skills; implement infection and hazard control protocol; practice equipment safety; perform equipment maintenance; and demonstrate specific pre-clinical chairside assisting procedures.

DNTA 1005 Dental Radiology - Introduction to radiation physics, radiation protection, and the operation of radiographic equipment. Instruction in exposure, processing and mounting of dental radiographs, and study of federal and state safety and standard practices.

Describe the theory of radiation physics; comply with radiation health and safety principles; apply radiographic techniques; expose, process, and mount radiographs; and demonstrate quality assurance practices.

Review of Matrices:

Melinda Lee led the discussion on Review Secretary's Commission on Achieving Necessary Skills (SCANS), General Education, Program Outcomes Matrices, and Institutional Outcomes Matrices and asks the faculty to expand on them.

Christina Feldman explains the matrices below

Program: Dental Assisting								Credential: Certificate of Completion	
Award: Dental Assisting									
Cip: 51.0601									
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES									
SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
x	x	x	x	x	x		x	MDCA 1009	Anatomy and Physiology
x	x	x	x	x	x			DNTA 1001	Dental Materials
x	x		x	x	x			DNTA 1011	Dental Science
x	x		x	x	x	x		DNTA 2026	Chair side Assisting
x	x		x	x	x	x	x	DNTA 1005	Dental Radiology
x	x	x	x	x	x	x	x	DNTA 1060	Clinic-Dental Assisting
								PROGRAM COMPETENCIES (as determined by advisory committee)	
								8. BASIC USE OF COMPUTERS	
								7. WORKPLACE COMPETENCIES	
								6. PERSONAL QUALITIES	
								5. THINKING SKILLS	
								4. SPEAKING AND LISTENING	
								3. ARITHMETIC OR MATHEMATICS	
								2. WRITING	
1. READING									

Program: Dental Assisting							Credential: Certificate of Completion
Award: Dental Assisting Certificate of Completion							
Cip: 51.0601							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
x	x	x			x	MDCA 1009	Anatomy and Physiology
x	x	x	x		x	DNTA 1001	Dental Materials
x	x	x	x		x	DNTA 1011	Dental Science
x	x	x	x	x	x	DNTA 2026	Chair side Assisting
x	x	x	x	x	x	DNTA 1005	Dental Radiology
x	x	x	x	x	x	DNTA 1060	Clinic-Dental Assisting
				6. Personal Responsibility			
				5. Social Responsibility			
				4. Teamwork			
				3. Empirical and Quantitative Skills			
				2. Communication Skills			
1. Critical Thinking Skills							

Program: Dental Assisting								Credential: Certificate of Completion	
Award: Dental Assisting Certificate of Completion									
Cip: 51.0601									
LIST OF ALL COURSES REQUIRED AND									
OUTCOMES									
OUTCOMES								Course Number	Course Title
1	2	3	4	5	6	7			
	x		x				MDCA 1009	Anatomy and Physiology	
x	x		x	x		x	DNTA 1001	Dental Materials	
x	x		x	x		x	DNTA 1011	Dental Science	
x	x	x	x	x		x	DNTA 2026	Chair side Assisting	
x	x	x	x	x	x	x	DNTA 1005	Dental Radiology	
x	x	x	x	x	x	x	DNTA 1060	Clinic-Dental Assisting	
							7. Have a working knowledge of general practice dentistry, orthodontist dentistry, pediatric dentistry and oral surgery.		
							6. Demonstrate understanding of x-ray procedures and ability to utilize x-ray equipment proficiently.		
							5. Demonstrate proficiency in applications of techniques, utilization of tools and handling of instruments, patients, and all other procedures to assist dentist.		
							4. Identify and differentiate body systems with a working knowledge of how the body works pertaining to dental procedures.		
							3. Knowledge of jurisprudence and ability to apply these policies and ethical procedures as it relates to the dental assisting profession.		
							2. Demonstrate solid knowledge of infection control in regards to dental profession.		
1. Demonstrate the rules, regulations and procedures of the dental assisting profession.									

Program: Dental Assisting							Credential: Certificate of Completion
Award: Dental Assisting Certificate of Completion							
Cip: 51.0601							
OUTCOMES							LIST OF ALL COURSES REQUIRED AND
OUTCOMES							General Education Outcomes
1	2	3	4	5	6	7	
X	X	X	X	X	X	X	1. Critical Thinking Skills
X	X	X	X	X	X		2. Communication Skills
X		X	X	X	X	X	3. Empirical and Quantitative Skills
X	X	X	X	X	X		4. Teamwork
X	X	X	X	X	X	X	5. Social Responsibility
X	X	X	X	X	X	X	6. Personal Responsibility
							7. Have a working knowledge of general practice dentistry, orthodontist dentistry, pediatric dentistry and oral surgery.
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							3. Knowledge of jurisprudence and ability to apply these policies and ethical procedures as it relates to the dental assisting profession.
							2. Demonstrate solid knowledge of infection control in regards to dental profession.
							1. Demonstrate the rules, regulations and procedures of the dental assisting profession.

Melinda Lee asked for a motion to approve matrices.

Sarah Long made motion to approve matrices as presented.

Joel Richie seconded the motion.

The motion to approve matrices as presented passed.

Program Statistics:

Melinda Lee proceeded into discussing Program statistics

- Program Statistics:
 - Graduates 2017-2018: 8
 - Enrollment Summer 2018: N/A
 - Majors Fall 2018-2019: N/A

- Enrollment Fall 2018: 11

Local Demand:

The Vice Chair, Melinda Lee, opened the floor to talk about the Local Demand for the program.

Sarah Long said Dr. Baird uses Vernon college students. They are fully staffed but when there is an opening at the office they look for students first. Kendra from Dr. Stroham's office stated that they have been very pleased with our graduates and plan to look for more students when they need to fill a position.

Evaluation of facilities/equipment:

Melinda opened up discussion on evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.

The XL dent software was recently updated for 2018-19.

Audit was done on current equipment and new signatures have been established for the future.

We will have to lose one xray machine.

No additional features will be purchased with the possibility of upgrades in the near Future.

Committee stated a research mannequin and a nomad machine would be a good addition to the equipment.

External learning experiences:

Melinda moved discussion to external learning experiences, employment, and placement opportunities

1. Dr. Frech
2. William S. Neale
3. Texoma Facial and Oral Surgery
4. Community Healthcare Center
5. La Casa Dental
6. Children's Dentistry of Wichita Falls
7. Aspen Dental
8. Spearmint Dental
9. Baird Family Dentistry
10. Don Heyen
11. Dr. Newman
12. Dr. Stroham
13. Star Image Dentistry

14. The Art of Dentistry
15. Olney Family Dentistry
16. Texas Orthodontics
17. Dr. Curran
18. Iowa Park Dental
19. Value Smiles

Placement Rate of Program Completers by Reporting Year [1]			
Program	2016-2018 3-Year Average		
	Plc	Cmp	%
51060000-Dental Support Services and Allied Professions	0	42/39	93%

Professional development of faculty:

The Chair moves to professional development of faculty and recommendations:

Justin Sanders attended the NN2 conference in Orlando, FL from October 3-5, 2018.

Nina Feldman attended faculty development on August 24, 2018 for the QEP.

Promotion and publicity:

Melinda proceeds to promotion and publicity (recruiting) about the program to the community and to business and industry.

- Facebook
- Literature, brochures, fliers
- KFDX morning show
- Region IX senior send off
- Region IX GED classes
- Career Expo – Workforce
- Sophomore Round Up
- Preview Day in Vernon
- Early College Start Coordinator Melissa Moore mentions in high school visits
- Rachel White mentions during recruitment events
- Spring Fest at Vernon College
- Summer Community Event June 9

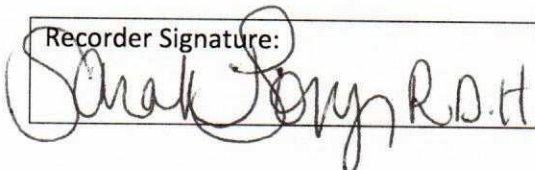
Serving students from special populations:

Melinda would like to discuss serving students from special populations.

1. individuals with disabilities;
2. individuals from economically disadvantaged families, including foster children;
3. individuals preparing for non-traditional fields;
 17-18 - 8 females
 18-19 - 11 females
4. single parents, including single pregnant women;
5. displaced homemakers; and
6. individuals with limited English proficiency

Adjourn

The meeting adjourned at 6:32 pm

Recorder Signature: 	Date: Nov. 5, 2018	Next Meeting: Fall 2019
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