

Advisory Committee Fall 2012 Semi-Annual Meeting Minutes
Surgical Technology Program
Vernon College

CHAIRPERSON: Deirdra Robertson, CST	MEETING DATE: November 1, 2012	MEETING PLACE: Century City Conference Room 115
RECORDER: Becky Awtrey, RN	MEETING TIME: 4:30 PM	PREVIOUS MEETING: April 12, 2012

MEMBERS PRESENT:	MEMBERS ABSENT:	OTHERS PRESENT:
Name and Title	Name and Title	Name and Title
Becky Awtrey, RN United Regional	Julie Koetter, RN United Regional	Jeff Feix, CST, CSFA, LVN Program Coordinator/Instructor
Deirdra Robertson, CST United Regional	Dr David Huang, MD Orthopedic Surgeon	Dr Gary Don Harkey, Dean of Instructional Services
Rhonda Pate, CST Kell West Regional Hospital	Nick Thornton, CST United Regional Physicians Grp	Sharon Winn, Assistant to the Dean of Instructional Services
Terry Porter, CST Orthopedic Clinic	Diane Bass Johnson Community Representative	Karen McClure Allied Health Secretary
Delayne Crow, CST, CSFA, LSA L&D ST Coordinator	Anne Dabovich, RN United Regional	
Tami Ferguson Wilbarger Gen OR Manager		
Jessica Fenoglio Student Representative		

AGENDA

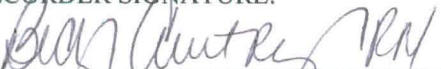
Agenda Item	Action, Discussion, or Information	Responsibility
Purpose of Advisory Committee	Information	Dr Gary Don Harkey
Election of Chair and Recorder	Discussion/Action	Jeff Feix
Reading of Previous Minutes	Minutes approved as presented	Deirdra Robertson
Old Business:		
None		
Continuing Business:		
AAD Program	Information,	Jeff Feix
6 th Core Curriculum Implementation	Information	Jeff Feix
New Business:		
Program statistics: Graduates, majors, enrollment	Information/Discussion	Jeff Feix
Review goals and objectives	Information/Discussion	Jeff Feix
Program revisions and curriculum/course review	Information/Discussion/Action	Jeff Feix
Evaluation of facilities, equipment, and technology	Information/Discussion	Jeff Feix
Advice on selection and acquisition of new equipment and technology	Information/Discussion	Jeff Feix/Dr Gary Don Harkey
Recruitment and retention of the underrepresented gender in gender-		

Agenda Item	Action, Discussion, or Information	Responsibility
biased programs	Information/Discussion	Jeff Feix
Other: STSA Activities	Information	Jeff Feix
Adjourn	Action	Deirdra Robertson

MINUTES

Key Discussion Points	Discussion
Purpose of Advisory Committee	Dr Gary Don Harkey explained purpose of advisory committee. Members introduced themselves and the community they represented.
Election of Chair and Recorder	Deirdra Robertson was elected Chair with Becky Awtrey being elected as Recorder by mutual consent.
Old Business:	
None	None
Continuing Business:	
AAD Program	Upon receiving approval from Vernon College Academic Council Jeff notified ARC/STSA in August 2012 of the Inactive Status for the AAD Program. The AAD Program is now Officially Inactive Status.
6 th Core Curriculum Implementation	Jeff reported the new core curriculum will be submitted by the end of November, to the CAAHEP for their final approval.
New Business:	
Program statistics: Graduates, majors, enrollment	Jeff provided the committee data on the current class and historical data on enrollment and retention in the traditional program. Accreditation standard is 70% retention. The 2011-2012 traditional class 15 of 15 completed with 100% retention rate, AAD class 4 of 5 completed for 80% retention rate. Pre-Requisites definitely helped with retention. There are currently 13 students in the program, 11 females and 2 males. No recommendations were made for changing retention efforts.
CST exam results	Jeff provided the committee with data on the CST exam results from the recent class. Accreditation standard is 70% pass rate. The 2012 traditional class pass rate of 87% was discussed with Jeff providing feedback on how the decision to have extensive study sessions this summer really paid off. The members were pleased.
Review goals and objectives	The committee reviewed goals and objectives with no changes/updates suggested.
Program revisions and curriculum/course review	Jeff discussed with members benefits the new curriculum revisions provided the students because it better aligns with CST exam. There was a course code change on Medical Terminology. The code was SRGT 1201 and is currently coded HRPS 1206. He also provided the members with the schedule changes for the fall 2013 semester and it will result in a \$50.00 increase in the special fee added to courses SRGT 1405, 1409, 1441, and 1442. The fee increased for the Essential of Medical Terminology from \$16 to \$24. The committee agreed with the fee changes by mutual consent.
Evaluation of facilities, equipment, and technology	Jeff provided information he ordered supplies to finish off the fall and spring semester totaling \$3900.00. VC lost Kell West as a clinical site. Wilbarger General Hosp is a new site providing 2 slots for 2012-2013 academic year. Discussions on possible slots in Graham and Olney opening up for the fall semester. Jeff has been having discussions with a local Ophthalmologist and Plastic Surgeon for slots in their offices as well.
Advice on selection and acquisition	Jeff expressed how happy he was with the lab and currently was not in

Key Discussion Points	Discussion
of new equipment and technology	need of anything other than the replenishment supplies, he had just placed an order prior to the meeting. There was no Perkins Grant funding allotted to Surgical Technology this academic year. Dr. Harkey provided information on how grant monies was largely being spent on Allied Health Wing itself, HIT computer lab in Vernon and conferences.
Recruitment and retention of the underrepresented gender in gender-biased programs	Jeff reported he continues to recruit male and minority students and the college continues to provide assistance in recruiting male students. The Guys Night Out held at the Century City Campus on October 9 th , was a great success. Both Terry Porter and Delayne Crowe said they could participate in underrepresented gender functions when possible. No recommendations were made for recruitment and retention of the underrepresented gender population.
Other:	Jeff provided members with an update about the program student association activities. Students will be participating in an emergency evacuation drill at URHCS on Nov. 5 th from 9am-11am. Students are fundraising (selling cokes, salsa and poinsettias) to attend the March 2013 AST State Business Meeting in Ft. Worth, TX. If enough money is raised 7 or 8 of the students want to attend the AST National Conference in New Orleans. He also reported the STSA volunteered with other Vernon College students and the Administrative Staff, in a Vernon College Day of Service. The group worked with Habitat for Humanity on Saturday, October 20, 2012.
Tour of the new Allied Health Wing	The entire committee was impressed with the NEW LAB on the Allied Health Wing tour provided.
Adjourn	Meeting adjourned by mutual consent at 6:10 PM

RECORDER SIGNATURE: 	DATE: 11/20/12	NEXT MEETING: Program updates will be sent to committee members in Spring 2013; next meeting will be Spring 2013.
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