

Advisory Committee Spring 2021 Minutes
Massage Therapy (2nd meeting)

9:00am – Jan. 28, 2021 – Century City Center, Joe Chat Sumner Conference Room

Members present:

Stephanie Barton, LMT, owner
Kaylee Biles, LMT, Certified Instructor, Massage Envy
Joan Horwitz, LMT
Margie Reis, LMT
Dawn Thompson, LMT, spa owner
David Washburn, LMT, Texas Continuing Education Instructor

Vernon College staff:

Shana Drury
Christina Feldman
Justin Sanders
Holly Scheller
Michelle White

Members not present:

Dawn Rabideau
Chandra Dewbre
Lynn Cook

Christina Feldman welcomed the committee. David Washburn and Justin Sanders attended via Zoom.

Chair: Stephanie Barton
Vice-Chair: David Washburn
Recorder: Lynn Cook

Since there was no old business to discuss from the fall meeting Stephanie Barton began the meeting with new business.

❖ **Review program outcomes, assessment methods/results, and workplace competency**

Stephanie Barton asked the Christina Feldman to review the program outcomes with the committee. Christina reviewed program outcomes listed below that were discussed in the fall meeting.

Program outcomes

1. Communicate clearly and effectively in a professional manner with clients, members of the healthcare team, and others.
2. Demonstrate and document various assessment processes, recognizing health and non-health within the body.
3. Identify and describe components of the body systems, how homeostasis is maintained, effects of massage on the differing systems and demonstrate safe movement through range of motion.
4. Demonstrate ability to research pathologies and utilize clinical judgement using knowledge and problem solving skills when creating and implementing a treatment plan.
5. Provide care for diverse populations of clientele and demonstrate a personal commitment to service and the profession.
6. Demonstrate ethical/legal behaviors and boundaries, identify and apply components of a business plan and the ability to bill insurance cases.
7. Utilize universal precautions and maintain a high level of sanitization of equipment and facility.
8. Utilize a variety of soft tissue modalities to aid in the health and healing of one's body and recognize how those modalities and massage skills combine to create different effects to meet the goals of the clientele.

9. Use safe, efficient and effective body mechanics for injury prevention of the therapist and client as well as utilize, demonstrate and instruct the client in self-care techniques.

❖ **Approve program outcomes**

After a second review of the program outcomes, Stephanie Barton asked the committee for a motion to approve the program outcomes as presented.

Margie Reis made a motion to approve the program outcomes as presented.

Dawn Thompson seconded the motion.

The motion has passed and the committee will approve the program outcomes as presented.

❖ **Approve assessment methods and results**

Stephanie Barton asked Christina Feldman to explain in more detail the assessment methods and results. Christina Feldman review the information listed below.

As discussed in the first official meeting of this committee, the following assessments will be utilized

- Tests
- Quizzes
- Presentations
- Demonstrations
- Client interaction
- Event participation

For discussion: Should there be a minimum percentage in each course for the student to maintain good standing in the program? For example, EMS students are required to maintain a 75% average; nursing maintains a 78% average.

Joan Horwitz asked about how the internship would be handled. Christina Feldman stated, we were planning to possibly partner with some of the community businesses to allow students to get the in the field experience and we would also have a lab on location for students. Joan asked how interns would charge fees while working in the community. Shana Drury stated it would be like our Cosmetology and Barber program where Vernon College would charge a small fee. Stephanie Barton agreed that charging a small fee would be a good idea.

Dawn Thompson asked if Shana Drury would elaborate on how the students would work out in the community. Shana Drury stated that the students would be in the community and the student would do a "shadowing" type basis where the licensed therapist would be in the room with the student.

Joan Horwitz asked if an instructor would be in the room or just the student. Because under the laws of the licensure they could not instructor without an instructor license. Shana Drury stated that would be something that would need more information once the approvals are finished with TDLR.

Joan Horwitz asked about the number of instructors. Shana Drury stated that they would have one but possibly more. Margie Reis stated that if there were more instructors that could be more specified for each course.

To follow up on Dawn Thompson's question about student's internship, Christina Feldman stated that many of the rules for students in the field will depend on what TDLR requirements are once we finish the approval processes. Joan Horwitz added that when she did her internship it was located at the school site so that staff and instructors were on site and monitored everything. Christina Feldman added that depending on TDRL our students may have to do all of their internship hours on location at Vernon College.

Shana Drury asked the committee for their thoughts on the minimum percentage required for students per each course. Unanimously the committee stated absolutely that they thought they needed to have that. There are so many additional things that the students have to learn before they can test.

Justin Sanders asked the committee if they knew how much the licensing test cost. Kaylee Biles stated that seven years ago it was about \$200. Shana Drury asked if it was a Pearson test and Kaylee stated she thought so but it may have changed since TDLR took over. Christina Feldman checked the TDLR website and found out to apply to take the test was \$100. During that discussion Margie Reis stated that according to a website she found it was \$265 to take the test. After the discussion, Stephanie Barton asked the committee for a motion to approve the assessment methods as presented.

Joan Horwitz made a motion to approve the assessment methods as presented.

Dawn Thompson seconded the motion.

The motion passed and the committee will approve the assessment methods as presented.

❖ Approval of workplace competency (course or exam)

Stephanie Barton asked Christina Feldman to tell the committee about the competency and how the students have performed on the competency. Christina stated that it would be the TDLR licensure exam.

Verification of workplace competencies:

TDLR Licensed Massage Therapy exam

Stephanie Barton asked the committee for a motion to approve the workplace competency as presented.

Joan Horwitz made a motion to approve the workplace competency as presented.

Dawn Thompson seconded the motion.

The motion passed and the committee will approved the workplace competency as presented.

❖ Program Specific Accreditation Information and Requirements (if applicable)

Christina Feldman reviewed the following information with the committee.

Stephanie Barton asked if the students would need a uniform. Christina Feldman asked the committee what they thought. Kaylee Biles stated that when she was in the program they work

polo shirts and khaki pants. After some discussion Christina Feldman asked if scrubs would be the best choice, the committee stated yes.

- TDLR inspection and approval
- MT Handbook development

❖ **Review program curriculum/courses/degree plans**

Stephanie Barton asked Christina Feldman to discuss with the committee on the program’s curriculum and degree plans for 2021-2022.

Christina Feldman reviewed the tables below and the course descriptions.

Joan Horwitz asked if the state required 500 hours. Stephanie Barton and Margie Reis stated that when they were in the program it was 300 but it has since increased.

Massage Therapy, Certificate of Achievement

Continuing Education

CIP 51.3501

Instructional Location – Century City Center- Wichita Falls

Probable Completion Time - 9 months

Requirements

MSSG 1011	Massage Therapy Fundamentals	100 Class Hours
MSSG 1013	Anatomy & Physiology for Massage	100 Class Hours
MSSG 1007	Business Practices & Professional Ethics	50 Class Hours
MSSG 2014	Pathology for Massage	40 Class Hours
LEAD 1000	Workforce Development with Critical Thinking	32 Class Hours
MSSG 2011	Massage Therapy Fundamentals II	100 Class Hours
MSSG 2013	Massage Kinesiology	60 Class Hours
MSSG 1005	Massage Hydrotherapy/Therapeutic Modalities	20 Class Hours
MSSG 1009	Massage Health and Hygiene	20 Class Hours
MSSG 2086	Massage Internship	50 Class Hours
	Total Contact Hours:	572

Course descriptions and learning outcomes provided as a separate document.

❖ **Approve program revisions (if applicable)**

Stephanie Barton asked the committee for a motion to approve the program revisions as presented.

Dawn Thompson made a motion to approve the program revisions as presented.

Margie Reis seconded the motion.

The motion passed to approve the program revisions as presented.

❖ **Approve SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices**

Stephanie Barton asked the faculty to discuss the matrices with the committee.

SCANS Matrix: The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Massage Therapy								Credential: Certificate of Achievement			
Award: Massage Therapy											
CIP: 51.3501											
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES											
SCANS COMPETENCIES								Course Number		Course Title	
1	2	3	4	5	6	7	8				
X	X	X	X	X	X	X	X	MSSG 1011	Massage Therapy Fundamentals		
X	X			X				MSSG 1013	Anatomy & Physiology for Massage		
X	X	X	X	X	X	X	X	MSSG 1007	Business Practices & Professional Ethics		
X	X			X				MSSG 2014	Pathology for Massage		
X	X	X	X	X	X	X	X	LEAD 1000	Workforce Development with Critical Thinking		
X	X	X	X	X	X	X	X	MSSG 2011	Massage Therapy Fundamentals II		
X	X			X		X		MSSG 2013	Massage Kinesiology		
X	X	X		X		X		MSSG 1005	Massage Hydrotherapy/Therapeutic Modalities		
X	X		X	X		X		MSSG 1009	Massage Health and Hygiene		
X	X	X	X	X	X	X		MSSG 2086	Massage Internship		
								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			

General Education Matrix: The General Education Matrix is state mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Massage Therapy						Credential: Certificate of Achievement	
Award: Massage Therapy							
CIP: 51.3501							
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	X	X	MSSG 1011	Massage Therapy Fundamentals
X		X				MSSG 1013	Anatomy & Physiology for Massage
X	X	X	X	X	X	MSSG 1007	Business Practices & Professional Ethics
X		X			X	MSSG 2014	Pathology for Massage
X	X	X	X	X	X	LEAD 1000	Workforce Development with Critical Thinking
X	X	X	X	X	X	MSSG 2011	Massage Therapy Fundamentals II
X		X	X			MSSG 2013	Massage Kinesiology
X	X	X	X	X	X	MSSG 1005	Massage Hydrotherapy/Therapeutic Modalities
X	X	X	X	X	X	MSSG 1009	Massage Health and Hygiene
X	X	X	X	X	X	MSSG 2086	Massage Internship
						6. Personal Responsibility	
						5. Social Responsibility	
						4. Teamwork	
						3. Empirical and Quantitative Skills	
						2. Communication Skills	
						1. Critical Thinking Skills	

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Massage Therapy										Credential: Certificate of Achievement
Award: Massage Therapy										
CIP: 51.3501										
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES										
SCANS COMPETENCIES									Course Number	Course Title
1	2	3	4	5	6	7	8	9		
X	X	X	X	X	X	X	X	X	MSSG 1011	Massage Therapy Fundamentals
		X							MSSG 1013	Anatomy & Physiology for Massage
X				X	X				MSSG 1007	Business Practices & Professional Ethics
X	X	X	X		X	X	X	X	MSSG 2014	Pathology for Massage
X					X	X			LEAD 1000	Workforce Development with Critical Thinking
X	X	X	X	X	X	X	X	X	MSSG 2011	Massage Therapy Fundamentals II
X	X	X	X	X	X	X	X	X	MSSG 2013	Massage Kinesiology
X	X	X	X	X	X	X	X	X	MSSG 1005	Massage Hydrotherapy/Therapeutic Modalities
X	X	X	X	X	X	X	X	X	MSSG 1009	Massage Health and Hygiene
X	X	X	X	X	X	X	X	X	MSSG 2086	Massage Internship
									9. Use safe, efficient and effective body mechanics for injury prevention of the therapist and client as well as utilize, demonstrate and instruct the client in self-care techniques.	
									8. Utilize a variety of soft tissue modalities to aid in the health and healing of one's body and recognize how those modalities and massage skills combine to create different effects to meet the goals of the clientele.	
									7. Utilize universal precautions and maintain a high level of sanitization of equipment and facility.	
									6. Demonstrate ethical/legal behaviors and boundaries, identify and apply components of a business plan and the ability to bill insurance cases.	
									5. Provide care for diverse populations of clientele and demonstrate a personal commitment to service and the profession.	
									4. Demonstrate ability to research pathologies and utilize clinical judgement using knowledge and problem solving skills when creating and implementing a treatment plan.	
									3. Identify and describe components of the body systems, how homeostasis is maintained, effects of massage on the differing systems and demonstrate safe movement through range of motion.	
									2. Demonstrate and document various assessment processes, recognizing health and non-health within the body.	
									1. Communicate clearly and effectively in a professional manner with clients, members of the healthcare team, and others.	

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Massage Therapy										Credential: Certificate of Achievement
Award: Massage Therapy										
CIP: 51.3501										
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES										
SCANS COMPETENCIES									General Education Outcomes	
1	2	3	4	5	6	7	8	9		
X	X	X	X	X	X	X	X	X	Critical Thinking Skills	
X	X				X	X		X	Communication Skills	
	X		X						Empirical and Quantitative Skills	
X	X	X	X	X	X	X		X	Teamwork	
X				X	X	X		X	Social Responsibility	
X	X	X	X	X	X	X	X	X	Personal Responsibility	
									9. Use safe, efficient and effective body mechanics for injury prevention of the therapist and client as well as utilize, demonstrate and instruct the client in self-care techniques.	
									8. Utilize a variety of soft tissue modalities to aid in the health and healing of one's body and recognize how those modalities and massage skills combine to create different effects to meet the goals of the clientele.	
									7. Utilize universal precautions and maintain a high level of sanitization of equipment and facility.	
									6. Demonstrate ethical/legal behaviors and boundaries, identify and apply components of a business plan and the ability to bill insurance cases.	
									5. Provide care for diverse populations of clientele and demonstrate a personal commitment to service and the profession.	
									4. Demonstrate ability to research pathologies and utilize clinical judgement using knowledge and problem solving skills when creating and implementing a treatment plan.	
									3. Identify and describe components of the body systems, how homeostasis is maintained, effects of massage on the differing systems and demonstrate safe movement through range of motion.	
									2. Demonstrate and document various assessment processes, recognizing health and non-health within the body.	
									1. Communicate clearly and effectively in a professional manner with clients, members of the healthcare team, and others.	

Joan Horwitz asked how would the committee know if the table needed an "X" or not. Shana Drury explained that the "X" represented the things students needed to learn from each course. Margie Reis stated that she thought the additional "X" needed to be added to Pathophysiology for personal responsibility. Margie also added that outcome 8 and 9 should be "X" on Pathophysiology on the program outcome matrices. It was very important, as a massage therapist they sometimes see areas of a clients body that they client cannot see so it is their responsibility to know things and have the ability to say them.

Joan Horwitz added that communication was a big part of a therapist and that the first outcomes should have an “X” on Pathophysiology. Shana Drury added that the fourth outcome should have an “X” and Margie Reis stated that number 2 should have an “X” as well for Pathophysiology.

Dawn Thompson added that she would like extra emphasis on the legal and ethical behaviors. Such as, how you drape properly, how to make clients feel comfortable and how the massage therapist interacts with a client. Joan Horwitz stated even something like a therapist hair touch a client while the therapist is working needs to be addressed.

Kaylee Biles stated that a confidence is necessary when a therapist walks into a room to set the boundaries and be able to explain what they will and will not be doing.

Stephanie asked for a motion to approve the matrices with the additions addressed.

Margie Reis made a motion to approve the matrices additions addressed.

Kaylee Biles seconded the motion.

The motion passed and the committee will approve the matrices with the additions addressed.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**

Shana Drury stated that we currently do not have any statistics; once the program is approved and begins, this will show graduates and enrollments. Fall of 2022 would be the first year that statistics will be available.

❖ **Local Demand**

Shana Drury stated that since the committee discussed local demand in the previous meeting we know that it will be a necessary program for the community once we have received all the approvals.

❖ **Evaluation of facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.**

Classroom and lab have been identified. 6 tables with movable dividers for future relocation or changing around room arrangement. Small remodeling (paint, computer lines, electrical lines, etc)

Christina Feldman discussed that Justin Sanders is currently looking at equipment and it will be purchased once all the program approvals are received. Shana Drury asks the committee if they had a preference on a software for client intake and billing. Joan Horwitz stated that it is a personal choice. Joan said that personally uses paper for scheduling and notes. Stephanie Barton stated that she did paper notes also. Dawn Thompson added that she preferred paper but with her business and the amount of employees a software worked better for her needs and that software was expensive but necessary for a larger business.

❖ **External learning experiences, employment, and placement opportunities**

Christina Feldman reviewed the following information of opportunities provided by Vernon College for students.

“Vernon College offers a job board on the website. Businesses can contact Chelsey Henry, Coordinator of Career Services, chenry@vernoncollege.edu, to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 1000 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Judy Ditmore, juditmore@vernoncollege.edu.”

❖ **Professional development of faculty and recommendations**

Shana Drury stated that we do not have any professional development at this time.

❖ **Promotion and publicity (recruiting) about the program to the community and to business and industry**

Christina Feldman shared with the committee that the following publicity is planned as soon we receive all the necessary approvals to offer the program. Holly Scheller shared that once everything is approved she has plans for a marketing video highlighting the program that will be shared on the Massage Therapy webpage and all other social media sites for Vernon College.

- Facebook
- Literature, brochures, fliers
- Website
- KFDX/Channel 6 will be utilized
- Local business and industry

Christina Feldman informed the committee that currently the program is offered through Continuing Education. This means that currently Vernon College financial aid will not cover this program. Justin Sanders added that currently the program tuition is about \$4,400.

Dawn Thompson asked if there would be a payment plan. Shana Drury stated that currently no. Vernon College is working on that possibility. Shana discussed some possibilities such as the partial scholarship that is offered or the opportunity for the area massage therapist would like to get together and create a scholarship that would be an option.

David Washburn asked about purchasing used books. Shana Drury stated that they would not have used books the first semester but possibly the second year. David followed up by asking if they would be using the Anatomy and Physiology software for the iPad. Christina Feldman stated that would be something to be discussed later once we have a faculty member but that would also be an additional cost to the student.

Stephanie Barton asked if the program could be for high school students. Kaylee Biles stated that anyone under 18 would have to have parental approvals. Shana Drury stated that may be something to discuss in a few years to see how this program works before we add anything. Shana stated that it might work for a senior high school student that could do all the book work

and then the summer after graduation they would be old enough to finish the program internship and final requirements.

❖ **Serving students from special populations:**

Stephanie Barton asked the committee to please note the federal definition of special populations below. Stephanie asked Christina Feldman to discuss the services below for students who qualify. Christina reviewed the following information with the committee and reviewed the possible requirements such as ability to stand for long periods of time.

1. Special populations new definitions:
 - a. Individuals with disabilities;
 - b. Individuals from economically disadvantaged families, including low-income youth and adults;
 - c. Individuals preparing for non-traditional fields;
 - d. Single parents, including single pregnant women;
 - e. Out-of-workforce individuals;
 - f. English learners;
 - g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
 - h. Youth who are in, or have aged out of, the foster care system; and
 - i. Youth with a parent who—
 - i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
 - ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Vernon College is an open enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.


Vernon College has a program titled “New Beginnings” for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, equipment costs.

Peer to Peer mentoring, tutoring (online and in person), resume building, student success series, and counseling are just a few of the other options/services available to students.

Stephanie Barton asked the committee if they had any more discussion.

Adjourn

Stephanie Barton adjourned the meeting at 10:14am.

Recorder Signature – Lynn Cook	Date	Next Meeting: Fall 2021
	1/28/21	