



Radiography Program

**Advisory Committee Luncheon & Meeting Minutes
July 25, 2019 1:00 p.m.**

Present:

John Fleming	Dominica Mitola	Brittany Weber	Linda Kelsey
Blair Brandemihl	Marilyn Browne	Cynthia Baldree	Kristopher Antonio
Robert Ammon	Howard Pleines	Nick Antesberger	Mary Wise
Todd Van Auken	Megan Morris	Deb Laneau	Shayna Reid
Stephen Weber	Herb Williams	Joseph Winiecki	Alesha Heater
Kristen Lanza			

Agenda:

1. Twenty-five new first year students matriculated into the program this past January and twenty-one remain for a retention rate of 84%. Strategies implemented to decrease attrition have had an overall positive impact on this cohort. However, we did lose one student this past semester due to personal reasons that could not be overcome.

Action Plan: The retention rate is above the program’s benchmark of 75%. As a result, no action is warranted at this time. However, we will continue to develop innovative methods to increase retention.

2. Twenty-four students matriculated into the program in January of 2018 and nineteen remain for a retention rate of 79%.

Action Plan: The retention rate is above the program’s benchmark of 75%.

3. A proposal was made by John to begin final clinical simulations for second year students at the beginning of the semester as opposed to completing them near the end of the semester. The plan is for the faculty member to work with each clinical instructor to develop a simulation list tailored to the needs of each individual student. The student will then be given a partial list of exams that will be completed by the faculty member the following week. This process will be repeated until the full list has been completed. The objective is to create a more meaningful evaluation process for each student that will not be impacted by time constraints that occur at the end of the semester.

Action Plan: The group agreed to implement this proposal on a trial basis and its merits will be discussed during our fall meeting.

4. Second year students are to complete a two-week modality rotations during Session I and this rotation is to begin at the discretion of the clinical instructor and faculty member.

Action Plan: Students may be allowed to complete additional modality rotations if both the clinical instructor and faculty member agree that the student’s clinical objectives have either already been met or will be met in a timely manner.

5. At the end of each semester and on an as needed basis, the program's Master Plan of Education is updated on the college's secure *Titan 2 server*. The plan contains but is not limited to the following:

- RTE Curriculum
- Mission Statement and Goals
- Program Assessment Data
- Employer and Graduate Survey Results
- Student Clinical Evaluations
- Policies and Procedures Handbook
- Advisory Committee Meeting Minutes
- Clinical Instructor/Faculty Member Meeting Minutes
- Subcommittee on Program Assessment Meeting Minutes
- Clinical Staff Training Documentation
- Previous Annual, Interim, and Self-Study Reports
- JRCERT Documents

In addition to this, all course materials (tests, PPTs, worksheets, objectives, etc.) are perpetually backed up in the college's online course management system, MyCourses.

Action Plan: John and Todd are tasked with ensuring that this protocol is followed each semester.

6. The efficacy of patient and fetal gonadal shielding has recently come under scrutiny within our industry. Several articles have recently been published that question the effectiveness of shielding practices which have been in place for the past 40 years. John lead a discussion on the salient aspects of these articles and supplied a copy for each member to review at their leisure. The ACR adopted these changes on June 6, 2019. The ASRT, however, has opted not to make any changes to the national curriculum until further studies are made available. There is a hospital in Orlando and one down in Manatee County that have already implemented a protocol whereby patient shielding is not required during radiographic examinations unless specifically requested by the patient.

Action Plan: It is up to each clinical setting to determine their own individual stance on the efficacy of patient shielding and the college will follow their lead accordingly.

7. John gave an in-service on Dose Area Product (DAP) dosimeters. This was done as a means to ensure that each clinical instructor is familiar with their existence and how they operate.

Action Plan: Each clinical instructor was encouraged to determine if these devices are employed at their respective facilities and to query students on their use and operation.

8. The program is in the very early stages of developing modality training opportunities for qualified radiographers within the community. The targeted modalities are as follows: CT, MRI, VI and Mammography. John is in the process of meeting with industry leaders within Pinellas County to design a program that is both practical and affordable for all involved.

Action Plan: This has proven to be a challenging goal thus far but progress has been made. John will give a full report during the fall meeting.

9. The following handouts were distributed and discussed by Todd:

- First and Second Year Clinical Objectives
- ACH Rotation
- Session I Student Clinical Rotations
- Faculty Clinical Schedules
- **2018 Clinical Policies Update for Qualified Radiographers**
 - a. Please return to Todd by the end of Session I.
 - b. Emphasize the importance of following all program policies including radiation safety and direct vs. indirect supervision of students.
 - c. Students are not permitted to make up missed clinical days during holidays or on any day that the college is closed.

Action Plan: All clinical instructors were encouraged to raise the bar on the clinical expectations of their second year students. This is their final semester for refining their skills prior to matriculating into the job market. *Also be sure to return the completed "A Team Approach to Orientation" forms from the summer semester to the program if you have not already done so.*

10. In order to encourage fellowship between the first and the second year students, we will continue our tradition of having a fall class picnic. It will be held at Philippe Park on 10/23/19.

Action Plan: All clinical instructors are invited and encouraged to attend the picnic. John will be sure to keep you posted if the venue for this event changes.

11. As part of our JRCERT accreditation standards, each clinical instructor was given instruction on how to submit a copy of their facility's FDOH Radiation Machine Registration to Todd.

Action Plan: Please return copy of this registration to Todd in a timely manner.

12. Student evaluations of faculty members, clinical instructors and clinical settings will be distributed the first week of the fall semester. These evaluations are to be given to each department manager.

Action Plan: None

The meeting was adjourned at 4:00 p.m.