

## RADIOGRAPHY ADVISORY COMMITTEE MEETING

**DATE: December 5, 2017 from 2:00 – 4:00 p.m.**

**Members Present:** John Fleming, Linda Kelsey, Marilyn Mellick, Mary Wise, Evelyn McCullough, Todd Van Auken, Stephen Weber, Howard Pleines, Nick Antesberger (*Proxy for Bev Mulligan*), Alesha Heater (*Proxy for Joellyn Wilshire*), Susie Cole, Ryan Johnson, Dr. Rebecca Ludwig

**Members Absent:** Steve Barber, Shane Smith, Joellyn Wilshire, Bev Mullikin, Dave Kala

<b>Topic</b>	<b>Discussion/Recommendations</b>	<b>Action</b>
<b>Welcome/Introductions</b>	The minutes from the April 4, 2017 Advisory Committee Meeting were discussed.	After the introductions were completed, the minutes were tabled.
<b>1st Year Class Update</b>		
<ul style="list-style-type: none"> <li>• Retention</li> </ul>	Twenty-four first year students matriculated into the program this past January and twenty remain for a retention rate of 83%.	The retention rate is above the program's benchmark of 75%. However, as a proactive means to ensure that this benchmark continues to be met, the program will make every effort to secure the funds required to hire a third tutor to work with the new students in January.
<ul style="list-style-type: none"> <li>• Fall Class Picnic</li> </ul>	The fall class picnic once again proved to be a great opportunity for fellowship and outside-of-class engagement of our students. Many of the program's clinical instructors were also given release time to attend the picnic. This is a testament to the tremendous support that the program receives from its clinical settings.	The program staff will continue to work closely with the Student Government Association to secure funding for this event during the spring semester.
<b>2nd Year Class Update</b>		
<ul style="list-style-type: none"> <li>• Retention</li> </ul>	Twenty-two students matriculated into the program in January of 2016 and seventeen remain for a retention rate of 77%.	As previously mentioned, the program will lobby for the funds required to hire a third tutor for the new first year students.
<ul style="list-style-type: none"> <li>• Employment</li> </ul>	The job market continues to show improvement in our area.	Program staff will closely monitor employment opportunities for graduates and provide feedback at our spring meeting.

<ul style="list-style-type: none"> <li>Advanced Imaging</li> </ul>	<p>The previously approved curriculum changes for RTE 2563 Advanced Imaging were seamlessly implemented this past semester and were well received by the students.</p>	<p>Since a portion of this course is used as registry preparation, the program staff will assess the ARRT examination results this year to ensure that results mirror previous cohorts.</p>
<p><b>Class Size Recommendation</b></p>	<p>After a discussion on the current job market, the committee recommended that we accept 24 students into the January of 2018 cohort.</p>	<p>Susie recommended that the program review the prerequisites for the program i.e., minimum GPA, giving credit for experience within the field, etc.</p>
<p><b>Master Plan of Education</b></p>	<p>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 Titan server. The plan contains but is not limited to the following:</p> <ol style="list-style-type: none"> <li>1. RTE Curriculum</li> <li>2. Clinical Instructor Manual</li> <li>3. Student Handbook</li> <li>4. Meeting Minutes</li> <li>5. Previous Self Studies</li> <li>6. JRCERT Documents</li> </ol> <p>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.</p>	<p>John and Todd are tasked with ensuring that this protocol is followed each semester.</p>
<p><b>Florida Hospital, North Pinellas</b></p>	<p>Following a discussion by the group, the program's staff will conduct research on the possibility of adding Florida Hospital, North Pinellas as a clinical setting for the program. A contract has already been secured but nothing more than that has been initiated.</p>	<p>Nothing will transpire with this facility until after the site visit from the JRCERT has concluded.</p>

<b>IR Program</b>	Following a lengthy discussion on the nuances of starting an IR Program at SPC, the Advisory Committee Members unanimously voted not to support such an endeavor at this time. The consensus was that the community needs would not be able to sustain the enrollment required to support such a program.	This initiative will be revisited if interest continues to surface.
<b>Equipment Recommendations</b>	With a recommendation from the advisory committee, the program will attempt to secure funds to pay for student lead markers. There were no other equipment recommendations from the committee.	Members of the advisory committee unanimously concurred with this request.
<b>Meeting Announcement</b>	The Spring Workforce Connections Advisory Committee Meeting will occur on April 10 <sup>th</sup> , 2018. The venue for this meeting will be the SPC EpiCenter and it will begin at 3:00 p.m.	This meeting will take the place of the 2017 Fall Workforce Connections Advisory Committee Meeting which was canceled due to Hurricane Irma.