

**Northland Community & Technical College
Dietetic Technology Advisory Board**

Date: Tuesday, March 13, 2018

Time: 4:30 p.m.

Place: Northland Community & Technical College

2022 Central Ave. NE

Room 301

East Grand Forks, MN 56721

Attendees:

Name	Position	✓	Name		✓
Angie Brekken	Program Director	X	Jenny Hovde	Clinical DTR	X
Amanda Ryan	Consultant RD		Jodi Stassen	Dean	X
Amanda Thede	Cohort 1 – Student		Mary McMahon	Clinical DTR	X
Anna Ogaard-Brekken	DTR, School FSD	X	Michelle Weberg	Community DTR	
Becky Rude	RD, CDM Program Director		Sharon Stewart	MN State Faculty, Consultant RD	X
Doris Wang	RD, UND N&D Undergraduate Program Director	X	Wendy Mankie	Clinical RD	X
Ja'Brenna Brown	Cohort 2 - Student	X	Kelly Jo Zellmann	Consultant RD, UND CDM Instructor	X
Jennifer Bratlie	Cohort 1 – Student	X			

A virtual Zoom Meeting was arranged.

Minutes

1. Roll call with introductions
2. New Business
 - a. New Board Member: Kelly Jo Zellmann. Consultant dietitian from Bemidji. UND CDM instructor. Joined via Zoom Meeting.
 - b. 1st Cohort Graduating Class 2018!
 - We will have 3 students walking. 2 graduating this spring semester and 1 that is walking early due to being deployed over the next ceremony. The student walking early has been cleared with the Dean and the Registrar's Office.
 - The remaining 3 students in the 1st cohort are set to graduate fall semester 2018.
 - All should be graduating within ACEND's guideline of 150%.
 - c. 2nd Cohort
 - Cohort of 10
 - 8 States
 - 1 is taking advantage of the articulation agreement with UND
 - d. Board Member Publications
 - Anna Ogaard-Brekken, DTR and Board Member: had an article published in the Fall 2017 edition of Dietetic Technicians in Practice Newsletter entitled "School Foodservice and DTRs."
 - Jennifer Bratlie, CDM & Northland Student DTR & Board Member: had an article published in the Winter 2018 edition of Dietetic Technicians in Practice Newsletter entitled "A Dietetic Technician Student's Perception of the Academy of Nutrition and Dietetics' Code of Ethics, Bylaws, Scope of Practice, and Standard of Professional Practice."
 - Michelle Weberg, DTR & Board Member: was recognized in the Winter 2018 edition of Dietetic Technicians in Practice Newsletter in an article entitled "Spotlight on WIC DTR."
 - Angie Brekken, DTP Director: will be presenting 2 poster sessions regarding research on student perception and knowledge regarding genetically engineered foods. The first is for Minnesota Academy of Nutrition and Dietetics (MAND) annual meeting this April 2018; the second is for the Institute of Food Technology (IFT) annual meeting in July, 2018.
 - e. Adjunct Faculty
 - Will be added for Spring 2019
 - With the cohorts being relatively small with the new program, Angie will cover the credit overload until that time.
 - f. Practicums
 - Students had reported that getting all of the supervised practice done in one semester was really hard. Especially since most of the students are working full time jobs and going to school full time. As a result, practicums will be offered every fall and spring semester. This will allow students to finish the program within the 150% timeframe set by ACEND.
 - g. Northland College Expo
 - Will be held on the EGF campus on April 25th.
 - Angie will be presenting 2 sessions regarding the DT program.
 - Potential for 100 high school seniors from around northern Minnesota.
 - h. FlipGrid student videos
 - https://youtu.be/sP_LlreQs4E
 - Angie has these posted to the DT program website.
 - Will be using some as a demonstration at the college expo.
 - i. Sample preceptor orientation videos

- <http://www.screencast.com/t/ofdH1AsXk>
- Every preceptor will be provided a link to preceptor orientation.
- Orientation will go over the syllabus, the assignments, the ACEND competencies, and the evaluations that will be required.

j. Sample Foods Lab Videos

- The following are some examples of how food labs are done in DIET2005 Food Production and Science. The students reported a lot of fun and learning with these assignments.
- <http://www.screencast.com/t/i5SQOzgE>
- <http://www.screencast.com/t/fJ4Q13Qb>
- <http://www.screencast.com/t/vvV6MHe2>
- <http://www.screencast.com/t/JBVtzJAGhB>

k. Quality Matters Certification – Dietetic Technician Courses

- More information on Quality Matters can be found at this website: <https://www.qualitymatters.org/>.
- The goal is to have all of the DIET courses Quality Matters certified. This can be a great selling point to potential students.

l. Quality Matters Online Teaching Certificate

- Angie is working on the Quality Matters Teaching Online Certificate.
- More information can be found here: <https://www.qualitymatters.org/professional-development/toc>.

m. ACEND Visit – Full Accreditation

- It is already time for our revisit from ACEND! Time goes by so fast.
- Angie and Jodi are meeting to select potential dates to share with ACEND. ACEND will let us know by July, 2018 when our revisit will take place. It must be between January – March, 2019.

n. Updated SOP & SOPP released in the November 2017 edition of JAND

- Included as attachments.

3. Summarize meeting

4. Discuss date for next meeting

- 4:30 p.m. is still the preferred time.
- We will meet again in October.

5. Adjourn