



Dietetic Technician Spring Advisory Committee Meeting Agenda

Date & Time: October 22, 2019 – 4:30 p.m. in EGF Campus

Meeting: Room 301; [E-meeting Link](#)

Attendees:

Name	Position	✓	Name		✓
Alicia Reardon	Student		Jenny Hovde	Clinical DTR	
Angie Brekken	Program Director	x	Jodi Stassen	Dean	
Amanda Ryan	Consultant RD		Mary McMahon	Clinical DTR	x
Amanda Thede	Graduate		Michelle Weberg	Community DTR	
Anna Ogaard-Brekken	DTR, School FSD	x	Sharon Stewart	MN State Faculty, Consultant RD	x
Becky Rude	RD, CDM Program Director		Wendy Mankie	Clinical RD	x
Carla Long	Student		Kelly Jo Zellmann	Consultant RD, UND CDM Instructor	
Doris Wang	RD, UND N&D Undergraduate Program Director	x			
Flor Aguirre	Graduate				
Jennifer Bratlie	Graduate	x			

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

Date: Tuesday, October 22, 2019

Time: 4:30 p.m.

Place: Northland Community & Technical College

2022 Central Ave. NE

Room 301 & Virtual Link

East Grand Forks, MN 56721

Agenda

1. Roll call with introductions
2. New Business
 - a. Northland's Updated Mission – see handout
 - b. Does this still align with the DTP's Mission?
 - i. The current DTP mission is “wordy” when compared to Northland's updated mission. See [Handout One](#) below.
 - ii. **Suggested change:** Graduates will have the knowledge, skills, attitudes, and experience required to meet the needs of their community and employers by performing competently as entry-level Dietetic Technicians, Registered (DTRs).
 - iii. This change cannot be put into place until we receive our full accreditation from ACEND in January 2020.
3. ACEND Visit Update
 - a. All updates to the website were made
 - i. Bolder description of supervised practice requirements
 - ii. “DTR” to Dietetic Technician, Registered
 - iii. Updated the contact info for ACEND complaints – it was correct in the handbook but not on the website. Now it is updated in both locations.
 - b. All updates to the Student Learning Outcomes Plan
 - i. Rubrics Updates – more than just the final eval
 - ii. The recommendations from the advisory board for learning activity suggestions were implemented.
 - Attend a day at the capital, regional/state/national dietetic meeting, write to a state representative/etc. → *the board feels a letter to a representative and/or being able to list their representatives would be a good experience here. They state concern that a day at the capital or attending FNCE/etc. would be too great of a financial burden on students. The option to attend a local dietetic meeting is in the DIET2035 Community Nutrition practicum, but they recommend keeping it as an option and not as a requirement.*
 - iii. Better documentation on interprofessional experiences was implemented with advisory board recommendations → *the board suggests having students describe the disciplines they interacted with, and how they interacted with*

them, within the activity report for supervised practice would be a good way to document interprofessional experiences.

c. Preceptor Orientation Updates

- i. Prezi orientation presentation was updated to include the CDR brochure/info links and a link to the DTR SOP/SOPP
- ii. Added a form for the students to upload to the D2L shell called “Preceptor Orientation Verification Form.”
- iii. Preceptor handbook was updated with the ACEND rubrics and college branding.
- iv. Thoughts on offering pre-approved 2h CEU for preceptors to complete orientation? The cost is \$35.
 - The advisory board felt this would be a good faith offering. However, dietitians are now eligible for CEUs for being a preceptor. Therefore, this would not necessarily be needed.

d. Additional Faculty

- i. When we hit a cohort of 15
- ii. This might not be for another year – the current eligibility survey has 12 submissions
 - The board suggests obtaining a booth at the MN and/or ND ANFP meeting for CDMs each year for marketing and recruitment purposes.
 - It was recommended that if it is possible, it would be beneficial to attend the annual ANFP national meetings to either share a booth with or next to UND’s CDM program.
 - The board recommends recruitment in Edge Magazine, or with mailings to healthcare administrators (such as in long term care).
 - Angie would need to discuss both suggestions with program dean.

e. We will receive the “official” response regarding full accreditation in January 2020.

4. Curriculum

a. College Algebra – AASC Request was approved – Changes are in effect:

- i. Placed a change of program request with AASC, who meets 3/20.
 - Change the math requirement from MATH1110 College Algebra to math requirement to: Goal Area 4: Math & Logic (3 credits min.) A minimum of 3 credits (1 course) from the following: MATH 1102 Contemporary Math (3) MATH 1110 College Algebra (3) MATH 1113 Pre-Calculus (5) MATH 1131 Applied Calculus (3) MATH 2203 Statistics (4) MATH 2231 Calculus I (4) MATH 2232 Calculus II (4) MATH 2233 Calculus III (4)
 - Students will be encouraged to take college algebra if they have any plans of continuing their education.

b. Sanitation & Safety - ServSafe Food Allergen Certificate

- i. Angie completed this over the summer and incorporated it into the DIET2015 Sanitation & Safety Course. One (of the two) reports was removed to allow for time to complete this certificate.
- ii. Provides a frameable certificate. This is also a great addition to a graduate’s resume.

c. EHR-GO Tour – used in DIET2020 & DIET2025. Might incorporate into the MDS assignment as not every student does clinical hours in LTC.

- i. The advisory board was impressed with the interdisciplinary options within EHR-Go.
 - ii. Practicing within an electronic medical record is a good way to increase student preparedness before supervised practice.
 - iii. Still important to stress the interpersonal relationships and communication with students before supervised practice experiences.
5. Quality Matters Update
 - a. No classes are certified – yet. However, they are set up in a manner that is consistent with the QM standards. Plan to talk with QM mentors for timeline to submit classes for certification.
6. Angie to attend FNCE in Philadelphia 10/26-10/29.
 - a. Presenting a poster w/Alexa: The impact of educational methods and gender on knowledge, perceptions, and attitudes of genetic engineering
7. Graduate Updates/Concerns
 - a. 4/4 passed 1st try (w/in one year of graduation) per the Jan-June, 2019 report
 - b. 2/2 graduate 1-yr post-grad surveys received
 - i. 100% rating their skills as “exceeds entry level”
 - c. 1 1-yr post-grad employer survey received
 - i. 100% rating employee skills as “exceed entry level”
8. Student Updates/Concerns
 - a. Developing a PT option for students who work FT to complete the program in 3 years with 4.5 years to complete in 150% time.
 - i. The board felt this was a fantastic idea to accommodate our student demographics and needs.
9. Other?
 - a. Handbook – branding was updated
 - b. Jackie Kuznia left Northland, and we have a new DT program advisor: Maura Nelson.
 - c. Angie is working on developing a “potential student” Prezi orientation. Topics to include: digital “is online learning for you?” assessment, overview of the program and the credential, a “first steps” to apply to the college, and a tour of a sample online class. This could either be housed on the program website or emailed to potential students after they initiate communication.
10. Summarize meeting
11. Next Meeting: March 17, 2020
12. Adjourn

Handout 1

Northland's Mission: Northland is an innovative leader in higher education, preparing all learners with work and life skills that advance personal well-being and regional prosperity.

Dietetic Technician Program Mission: Northland's DT degree provides quality, evidence-based, and accessible nutrition and dietetics education. Graduates will develop the knowledge, skills, attitudes, and experience required to meet the needs of their community and employers by performing competently as entry level Dietetic Technicians, Registered (DTRs) in a variety of settings.

Goal 1: The DTP will prepare dietetic technicians for a career in a variety of practice settings within dietetics throughout Minnesota and the nation.

- At least 80% of program students complete program/degree requirements within 3 years (150% of the specified program length).
- At least 80% of graduates who respond to the survey will rate this program as good to excellent on a four point Likert scale in overall preparation for entry level DTR employment
 - This objective operates in the interest of the students by demonstrating Northland's DT program is meeting the expectations of students and graduates
- 70% of program graduates take the CDR credentialing exam for nutrition and dietetic technicians within 12 months of program completion.
- The program's one year pass rate (graduates who pass the registration exam within one year of the first attempt) on the CDR credentialing exam for nutrition and dietetics is at least 70%.
- A minimum of 5% of graduates responding to the one year post graduation survey will be employed in the dietetics field in the state of Minnesota.
 - This objective operates in the interest of the students and the public by demonstrating the nutrition and dietetics knowledge and skills gained through the program are benefiting the student and their community through gainful employment in the nutrition field.
- At least 80% of employers responding to the one year post graduation survey will affirm the graduate is competent for entry-level practice as a DTR.
 - This objective operates in the interest of the public by ensuring our graduates are meeting the industry standards for entry-level practice as evidenced by employer feedback.

Goal 2: The DTP will prepare graduates to recognize the importance of continuing professional development.

- At one year post-graduation, 75% of those responding to the graduation survey will indicate they are members of the Academy of Nutrition and Dietetics or other nutrition and dietetics related organization.
 - This objective operates in the interest of the student and the public by demonstrating the importance of continuing education and evidence-based practice through the Academy of Nutrition and Dietetics.
- Of graduates who seek employment, 90% are employed in the nutrition and dietetics related fields within 12 months of graduation.