

Meeting Name: Radiologic Technology Program

Date & Time: March 22, 2016 - 6 p.m.

Campus & Room # NCTC – EGF Campus – Room 290 – Items in red need action/follow-up

### **Committee Minutes**

Attendees: Deb King, Al Shervold, Deb Lessard, Deb Beland, Lisa Bohm, Amy Swehla, Jessi Nicola, Ryan Hager  
 Student Reps: Jacob Egeland (1<sup>st</sup> yr) and Kendra Akset (2<sup>nd</sup> year)

Topic	Responsible Party	Discussion/Outcome
Call to order – time:	Deb King	October meeting minutes were distributed for review and approval via email following the October 2015 meeting.
1. Follow-up on Assessment Plan items from fall meeting	Deb King & Al Shervold	<p><b>a. Registry Prep sim testing – DK</b>            Deb conducted the comprehensive SIM test in March—post-SIM test all 2<sup>nd</sup> yrs completed fall semester. All but two students average 8 – 10 % higher; some of which scored fairly well the first time. In addition, all 2<sup>nd</sup> years will also take a comprehensive “image critique/evaluation” SIM test in April as well as the Mayo SIM test. The Mayo SIM test will be submitted and students will be ranked nationally. Deb decided to conduct the Mayo SIM tests on 1<sup>st</sup> year students as well if it can be incorporated into the Rad. Proc. II schedule in April. We must allow three hours for completion so that is the challenging part. Intentions are to allow students to have an idea and understanding of a “comprehensive” exam earlier in the program; instill the importance of understanding and retention earlier in the program. Now that MSRT does not require all students to be members, we will most likely continue to participate in the Mayo SIM test.</p> <p><b>b. Inclusions to enhance learning in Imaging Prod/Acq. Course – Al</b>            Al talked about how alignment and sequencing of outcomes between Rad Image Production and Rad Imaging Equipment has been challenging with the ARRT content slowly switching to CR/DR but still including a little film screen and some to</p>

		<p>the film screen terminology persisting like density and material unsharpness and kVp controls contrast. Deb and AI have not yet reviewed and compared the current content of these courses. The revised ASRT content specifics, which go into effect January 2018 are now published. Deb and AI will need to take time during early summer session to assess the need for updates not only in these two courses but all courses with the new revisions. Discussion also occurred about the need to find new resources that may better align those course content topics. Update: Program faculty intend to further investigate this option summer session as it is time to review course textbooks etc anyway.</p> <p><b>c. professional rubric</b> – DK/AI; In progress. During the meeting we discussed this as still an option and a possible timeline; The following is elaboration on that topic in detail as a follow-up: Deb and AI are continuing to work on incorporating a professional rubric into the clinical grading system. Currently we are looking at some basic guidelines that would include goal setting as first year students, and how they may fit into the additional components of a professional rubric. The intent is to have that one additional clinical grading component that would capture all the “non-clinical evaluation requirements” that students currently are not assessed on; keeping up with Trajecsyst requirements and timelines for completing entries; showing interest in enhancing their experiences and knowledge by utilizing resources etc. If we decide to include this component, we would initiate fall semester for first year students and discuss including this for second years, once 2<sup>nd</sup> years are apprised to the addition and sign-off since it will be an addition; that or start fresh with first years most likely so there is time to publish this in the program handbook.</p> <p><b>d. Retention</b> – Intro to RT class – ideas etc. to capture largest group – AI AI indicated he does address the importance of shadowing experiences to students enrolled in this course and specifics regarding the application process since the application process starts shortly after that course is completed in the fall.</p>
--	--	---

		<p><b>e. Rad Bio project for reflection on Radiation Safety – AI</b></p> <p>The new project assignment for second year students in their Radiation Biology/Protection course was shared by AI. This presentation is assigned in groups of 2 and 3. Students are working collaboratively on a chosen assignment regarding radiation biology and protection. Each group has 5 main goals to teach the class from their research; where applicable groups are to consider comparing and contrasting practice and standards. The intent of this assignment/project is to not only assure continued awareness of the basic requirements of radiation safety but allow second year students to reflect on current practices they are involved in as they progress clinically but also how they can and will contribute to assuring good practices once they graduate.</p> <p>Insert from Assessment Plan document: <i>The plan is to require the senior students to gather information regarding the concept of ALARA as it relates to them, their clinical experiences, and as to how they will continue or improve the processes and concepts of ALARA in their future workplaces.</i></p> <p>This project is also designed to promote utilization of resources as to how they can contribute to minimizing patient and occupational exposure by researching and data collecting current information and practice recommendations. Examples of topics for this project were presented at the October Advisory meeting.</p>
2. New Student Selection	Deb King	<p>Letters will go out on Thursday, March 24<sup>th</sup> informing applicants of their status. There are 28 apps this year; there were 41 last year. Deb is working on the selection right now. There are a few items that need to be cleared up for some applicants regarding course substitutions before the scoring is complete. There were four repeat applicants this year. Sixteen selected as usual and four alternates.</p>
3. Program Data Analysis Report	Deb King	<p>Deb passed around the Program Data Analysis Report (PDAR) and explained in a nutshell what this entailed. The good news is we are all GREEN; this is a measure of program sustainability in how many students we serve, graduation rates, program cost comparisons with others in the state. We are very pleased with this and certainly anticipate to continue with this clean bill of health! If any members not present would like a copy of this report, please email Deb or AI.</p>
4. ASRT SLDP	AI Shervold	<p>Kendra and Kristen were selected last year, Jacob and Viktoria are selected this year. It was a bit of a competition with other students in other program and we are very appreciative of the fact that 2 of our students were selected again this year. AI will be accompanying these two students to Las Vegas in June.</p>

TOPIC	RESPONSIBLE PARTY	DISCUSSION/OUTCOME
5. Clinical Feedback	Al Shervold	<p>Ryan suggested we remind students that lunch is 1/2 hour. This may be only an isolated incident at Ryan's facility as we have not heard this to be an issue at other sites. Deb and Al also shared with department managers, technologists and clinical instructors that were in attendance that this needs to be managed as it is occurring. The CI's at the clinical sites have primary responsibility to assure compliance. Deb and Al recommended that if this concern is addressed to a technologist or manager in the department, that the message is relayed to the clinical instructor and/or Deb or Al. We will get a message out to the CI's to make sure this is being enforced.</p>
6. Trajecsys Feedback	Al Shervold	<p>Things are working well. There are still some tweaks Deb will make with the comp list and possibly other forms. Those in attendance that work with this acknowledge it works well.</p> <p>Discussion took place regarding students clocking in/out and when scheduled in a modality and also converting to the electronic evaluation in Trajecsys with modality technologists. We would like to have students clock in and get evaluated at the modalities when they are scheduled in those areas. Deb and Al will work on how this might work and communicate with techs in those areas about this.</p>
7. Open Discussion		<p>Self-Study and site-visit submission timeline</p> <p>Deb apprised everyone to the timeline of self-study and site visit. Deb has already started on some of the self-study components. Starting early allows ample time to make revisions etc. to any program items needed rather than noting the need to do so close to date of submission. Deb's plans are to work aggressively this summer and fall on the self-study. If there are items that need input or feedback from Advisory members, she will solicit such via email.</p> <p>Students in attendance were provided opportunity to ask questions or provide feedback regarding any program items. Kendra mentioned some comp exams that are in Trajecsys twice. Deb and Al will work on those items in Trajecsys and "blue book" items this summer and assure symmetry. No other student feedback at this time.</p> <p>Ryan and Jessi shared some input on future requirements to convert from CR to DR due to the decline in medicare reimbursement. Discussion lead into other</p>

		<p>topics related to new technologies etc. Ryan spoke of Riverviews new breast tomosynthesis technology. Very interesting discussion and very informative.</p> <p>Deb apprised those in attendance the numerous job opportunities program faculty have been receiving. This is good news not only for our current second year students but also our current first year students as many opportunities include next summer with Sanford's new facility opening up in July of 2017.</p>
8. Meeting Adjourned	8:15 p.m.	Next Advisory meeting will be October,25 2016

Minutes completed by Deb King