

Minutes

Date: Tuesday, October 29th, 2013 from 6 pm to 8 pm
Attendees: Attendees: Daryl Larson, Al Gunderson, Musse Neurini, Pam Anderson, Wanda Sorum, Sharon Stewart, Jana Becker, Julie Aubrey, Erin Almlie, Heather Koland, and Tony Sorum.



Respiratory Therapy lab room 368 & Commons.

1. Advisory committee members introduced themselves.
2. Approval of previous minutes... (see attachment): Items from previous meetings... Pam motioned and Jana 2ndd.
 - a) COARC approved 2013 report, and notified COARC of changes in key personnel (Dean and Admin). **Discussion:** Jodi Stauss-Stassen, MS, RN is replacing Brian Huscle as our academic dean. And Carey Castle, EdD is our new Academic Administrator (he reports to Ann Tempte our current college president). It was asked if these changes are good or bad? Hopefully good, we would like to see the college to a health division wide marketing and recruiting process. Having a Nursing dean might facilitate this process.
 - b) UMC agreement.
 - i) Status and discussion... Sharon stated, online is growing. But her program numbers are low this year, she is meeting with her dean to talk about strategies. She asked for input on possible partnership courses between UMC and NCTC, asthma educator, and PA tract students, and Infomatics, Critical care exam, sleep disorders, to expand the audience for UMC BAS program. Informational, a lot of good discussion and input provided.
3. Introduce/discuss new proposals
 - a) NCTC is reviewing Program and course outcomes to be sure that they are measurable and to verify that they do align with NCTC's Institutional learner outcomes.
 - i) The committee spent approximately 25 minutes reviewing and discussing current PLO and the colleges ILO. Neither are integrated at this point into our programmatic assessment processes, nor are they integrated into our common course outlines.
 - b) Erin Almlie motioned and Pam 2ndd to approve the current PLO's and ILO and work them into syllabus, and given staff approval and support submit them to AASC for approval, all present approved this motion.
 - i) 60/120 cap requirement and exemption process.
 - a) Approved by MNSCU.

- ii) Two other programs in the state had not yet received approval as of yet.
- c) Student club.. Status?
 - i) Last year students started a club to raise conference expenses for students, Erin Almlie reminded that chaperone fees can be included in these fund raising activities. Informational discussion.
- d) Committee membership:
 - i) Carrissa Slominski membership discussion.
 - a) Carrissa introduced herself. The committee was brought up to date on the status of the non-attending letter that had been drafted and sent to committee members with more than one absence. The committee membership has been formally reduced to the currently attending members. But Gary Johnson suggested that someone from employed by Sanford medical might be considered as his replacement. Sanford forwarded a request to consider Carissa Slominski (home care supervisor for Sanford in Grand Forks) for our committee membership. Carrissa suggested that she had been a member of the NDSU advisory committee in the past and that she would be interested in serving on this committee.
 - b) Carissa left while her appointment was discussed, Julie motioned and Jana 2nd, all in present voted in favor of appointing Carrissa as an active committee member. Carissa re-joined the remainder of the meeting as an active member..
 - ii) New AC chair election next meeting. A new chair will be elected during our next meeting.
- 4. Update of student and program status (New students)
 - a) Current student numbers:
 - i) 10 RCP1 students!!
 - a) These numbers are low, the committee again asked about marketing ideas to help improve program numbers. Informational, no actions taken.
 - ii) 14 RCP2 students.
 - a) Work in progress..
 - (1) In Progress.. Medical Director, Dr. Bansal.
- 5. Equipment update:
 - a) Metaneb, a grant is being sought.
 - b) Osscillator (not in the current budget but will be in the next request)
- 6. Misc. items/discussion
 - a) Set next meeting date... June.. Erin motioned all in favor.