

Advisory Committee meeting- July 26th 2018—Meeting Notes

<p>Members present: Mary Kleven, Program Director Ken Budnick, Clinical Coordinator, PH and PPH Lou Bischoff, Director, PH and PPH Liz Layer, PH</p> <p style="text-align: right;">Jennifer Miner, Clinical Instructor, PH Patti Rucinski, PH, PM supervisor</p>		
Follow up from previous meeting:	Who	When
JRCERT site visit was successful. We were issued an accreditation award of 8 years. Thanks to everyone for the help!	M. Kleven	
Class of 12 was accepted as all construction in the department is complete.	M.Kleven	Sept. 2018
Technique chart was developed to include new DR (Toshiba rooms); GE DR information has been updated and is published in technique books.	M.Kleven	Sept. 2018
Assessment plan will begin to look different and hopefully more streamlined.	M. Kleven	OAP/Jan. 2019
Current Issues:		
Students are doing better with entering exams per Ken; reminders during Radiographic Procedures class; and from technologist post testing has increased students' compliance. Everyone agrees this is more of a communication issue. Issue put forth to NOT create a policy and passed by members present.	Ken Budnick/CC team	July 2018
Ken presented his numbers regarding for QI project on competency sheet for proper deductions for centering/marker use/ and history taking. We are seeing improvement for proper subtractions. Thank you everyone.	Ken Budnick/CC team	
IR program has been developed for post-primary training. There is buy-in from the staff in IR, and Manager Vicki N. Two former graduates were given the opportunity as an educational experience; and to get information regarding how the opportunity could be created. Pamphlet distributed at meeting.	Mary Kleven	On-going
Discussion for a digital course for technologists was received well by the manager; the issue is finding a time for staff to participate.	Mary Kleven	Need to develop

PD requested comments regarding limiting the number of clinical preceptors; very limited response. Will try a different way to get information regarding the testing process for preceptors. What's working/ what's not.	Ken Budnick	Jan. 2019
Suggestion made during JRC visit to contact St. Catherine University creators to get permission to use the St. Catherine product. I am happy to say permission was granted as long as it was used internally only. I will now be able to use as tool to support SLO #8. PD will be creating a mechanism to use for measurement of our students' retention. Will need to develop; follow up at next OAP.	Mary Kleven	January 2019
The graduation dinner will be held in the Fisher Auditorium again. Very successful last year, people enjoyed the event.	Mary Kleven	August, 2018
Instructors are prepared and ready to begin teaching. Syllabi and course outlines have been developed and approved by PD.	M.Kleven/L. Layer/ J. Miner/ Patti Rucinski	September, 2018.
Process of Action Policy of Clinical Staff and Clinical Contact teams were discussed. No concerns brought forth. Policies will be brought to the OAP meeting for approval. PD then discussed how evaluations are done for staff and preceptors. Due to students not paying attention to who is or isn't a preceptor the evaluation will become one form with an extra question to solicit who may be approached as a possible preceptor. A couple new questions were added to ensure students/techs are being evaluated for following student supervision policies. All evaluations will begin being done through E Value to allow for quicker turnaround of information.	M.Kleven/ CC team	January, 2018
No further concerns from the floor were brought. Meeting adjourned.		

Next meeting: January 2019 OAP/advisory meeting