



**B.S. RESPIRATORY CARE STEERING COMMITTEE**  
Thursday, November 10<sup>th</sup> (2:00 - 3:00 pm)

**Attendees:** Adriana Johnston, Amory Cariadus, Dennis Wolbers, Ijaz Ahmed, Juan Lopez, Lorraine DeMello, Pearl Ly, Regina Morrison, Susan Lorenzo

**Meeting Chairperson:** Raymond Hernandez

**Minutes taken by:** Nadia Tariq

**Agenda:**

State Financial Aid Meeting:

- State financial aid meeting has been scheduled for December 13<sup>th</sup>. Regina Morison shared that she's in contact with State's office to go over the internal process, both state and federal reporting and cost breakdown of upper division courses. State has updated the manual where any student from Bachelor's program will have to submit the financial aid application along with BOG fee waiver to qualify for any aid(s).
- Regina also shared that she was asked to present to other colleges who are trying to implement bachelor's programs at their institutions. She along with one of the IT staff from District office will conduct the workshop(s) on Financial Aid banner system.

Bachelor Degree Programs Conference:

- Ray reported to the group that State Chancellor's office has scheduled bi-weekly phone conferences where all 15 pilot programs are able to share any updates, suggestions, and/or concerns.

Admission and Records:

- First cohort's admission process was smooth. Sue Lorenzo reported that she didn't have any issue coding the accepted students in Banner.

Degree Works:

- Adriana Johnston, is currently working with Raymond Hernandez and Maria Norris to finalize the last few details to make the "What If" option available for CSU and IGETC pathways.

Recruitment:

- Program's brochure has been updated to reflect the changes and will be printed. The goal is to do site visits and spread the word among other respiratory care programs and employers.
- At this point, it's not sure if the next cohort which will begin in Fall 2017 semester will have on campus meeting on Saturdays or will be move to week day evening.

#### Bachelor Initiative Survey:

- An invitation survey was sent to participate in a research study conducted by the Center for Research on Educational Access and Leadership. The purpose of this survey is to help identify best practices in various aspects of baccalaureate program development and implementation in community college nationwide.
- This committee reviewed and filled the survey questions as a group.

#### ACCJC Site Visit:

- Out site visit is scheduled for Wednesday, February 1<sup>st</sup>. The committee will be consisting of both State and College level members. The group will be looking at all academic and student support aspects.
- Antelope Valley College who went through their accreditation recently shared the questions with rest of the pilot programs. A copy of the questions was given to the committee members to be prepare in their designated areas.
- In preparation of the site visit, Juan Lopez from facilities mentioned to have the whole building 7 painted.

#### Updated Courses Prerequisite:

- One of the accreditation requirement is to have a lower division prerequisite for an upper division course. We're working with other discipline deans to make sure to update the course outline and get approved by the Curriculum Committee Graduation:
- First two cohorts will be graduating in Spring Semester where third cohort will be graduating in the Fall semester.