

**Skyline College**  
**Respiratory Therapy Program Community College Advisory Committee Meeting Minutes**  
**September 18, 2012**

In attendance:

Skyline faculty, clinical site managers and clinical preceptors: John Kelly, Monte Schachner, Brian Daniel, Chris Comstock, Gabe Lapuz, Lee Michel-Henning, Ramona Burke, Diane Janakes, Sonia Sharma, Mickol Marta, Ray Hernandez, Lee Guion (Chair)

18 First and Second year Skyline students

TOPIC	DISCUSSION	ACTION
Review of minutes from last meeting Introductions and welcome	Minutes approved	Minutes of past meetings posted on Skyline website
<b>Continuing business:</b> Enrollment (Ray)	25 new students + 1 returning. The majority had completed prerequisites prior to applying. Many applicants have completed an AA, BA, or MA degree. 21 second-year students are returning. The program remains impacted with approximately 130 applicants. Sonia added that she is impressed with how engaged and enthusiastic the first-year students are and how diligent and hard working the second-year students are and how well they have connected with one another.	Ray will continue to inform committee of enrollment & attrition statistics and pass rates on licensure & NBRC exams that reflects program quality and furthers <i>our primary goal of training graduates to enter the workforce and be competent RCPs.</i>
Budget update (Ray)	The State of California is not coming through with promised funding and there has been another 10% reduction. This makes it hard to plan ahead. However two Propositions on the November ballot in San Mateo Co. will help Skyline if passed. The County of San Mateo is now funding its community colleges (and can due to its large tax base). SMCCD is fairing well compared to other community colleges throughout the state and has not been negatively impacted by California's financial woes. The Skyline administration is fiscally responsible. But fees continue to rise, now \$46/unit. Annual cost to students: \$706 (tuition & fees) plus textbooks.	Ray will continue to inform committee members and students of the financial health of the college and RT program <i>with the goal of insuring a quality classroom education and positive outcomes for all students.</i>
Clinical rotations and site evaluations (Brian)	SMCGH has been added as acute care clinical site. Brian distributed student evaluations for 2010-2011 clinical rotations. Rating scale 1-4 with comparisons to benchmarks. The overall evaluations were very positive. Our clinical sites are key to the success of our students, but we have limited affiliations in San Francisco and San Mateo counties. We are looking for more quality sites. We don't want to burn out current RT staff preceptors. Clinical contracts may need to be reviewed and updated.	Brian will continue to report on student clinical experience <i>with the goal of maintaining or improving the quality of clinical experiences for all students.</i>

<p>RT Club Updates</p> <p>40<sup>th</sup> Anniversary Celebration Update</p>	<p>Vivian Yip is the new RT Club president. Students are now raising money to help defray the cost of attending the AARC Congress in New Orleans. Second year students are mentoring first year students and making connections between classes.</p> <p>Date: Saturday, October 20<sup>th</sup>, Respiratory Care Week. Cocktail Hour from 5-7 PM. Dinner in cafeteria from 7 -10 PM includes DJ and dancing. Attendees: graduate + one guest. Mike Williamson is retiring and will be honored. Students have been instrumental in planning. Of over 800 graduates, about 350 have been contacted and invitations mailed. Cost \$60 each. Maximum capacity is 300. We need at least 200 attendees to break even.</p>	<p>Continued Goals: Student mentoring, active involvement in professional organizations, and volunteering in nonprofit organizations that promote RT health and wellness <i>with the goal of developing future RCP professionals of high quality and with leadership potential.</i></p>
<p><b>New Business (Ray)</b> Annual CoARC Survey</p> <p>Advanced degrees in Respiratory Care</p> <p>Announcements</p> <p><b>Next meeting</b></p>	<p>CoARC survey summary reflects the strengths of the Skyline College RT Program. We met all metric standards. Evaluation categories include: NBRC CRT credentialing (pass rates for entry level CRT exam, required for licensure in CA); attrition/retention, positive placement for employment; overall employer satisfaction; overall graduate satisfaction; and on-time graduation rates. Each category includes an analysis of the data and an action plan, if necessary. Handout with survey outcomes distributed.</p> <p>Current overall program goal: “To train graduates to enter workforce and be competent RTs.” Other goals for graduates: 1) instill a love of life-long learning; 2) keep current professionally; 3) combine competency with speed of care delivery (efficiency); 4) instill a professional obligation to improve and promote the field of Respiratory Care; 5) continue to improve the critical thinking skills of students. <i>The CoARC survey is posted on the Skyline College RT Program web site.</i></p> <p>National University will be offering bachelor and master degree programs in Allied Health through Canada College. (On-line + classroom instruction) Some RTs are already enrolled.</p> <p>Chili Cook Off at Lungapalooza, GBAR meeting, AARC Congress</p> <p>February 5, 2013</p>	<p>Committee members and students will be kept informed of the accreditation process, standards, and shortfalls, and needs for improvement. Advisory committee agenda, information shared, and minutes of meetings should reflect program focus, goals, follow-up, action plans and reassessment.</p> <p>Continue to explore paths to BS in Respiratory Care through Skyline RT Program and participation in AARC’s 2015 &amp; Beyond goals for moving profession forward.</p>