

CABRILLO COLLEGE  
Radiologic Technology Program

**Advisory Committee Meeting**  
Friday, October 21, 2016, 12:00 p.m. – 3:00 p.m.

## **Meeting Minutes**

Committee Members in Attendance: Rich Anderson (OrthNorCal), Carolyn Parks (Radiology Medical Group), Ann Smeltzer (Staff, RT Program Director), Connie Luna (RT Program Clinical Coordinator), Natalya Miller (Staff, RT Program Coordinator), Amanda Henderson (Dominican Santa Cruz Hospital), Matthew Wafford (President, Class of 2017), Thaddeus Kosciolk, President, Class of 2018

RT Students in Attendance: Class of 2017 – Tory Ross, Brenda Beale, Anne Sanders, Leslie Lawrence, Brianna Odendhal, Abe Rotstein, Sandra Virostko, Nicole Ramirez, Sonia Viveros, Alex Toettcher, Jessica Pyle, Will Rose, Lesley Gin, Shannon Ellis, Mirna Aguilar

Class of 2018 - Allison Hampson, Dyonna Lopez, Veronica Birmingham, Richelle Rohr, Cecelia Piercy, Kristen Gagarin, Nicole Lanier, Chris Wilson, Gavin Golfer, Ernesto Sanchez, Erina Adam, Jamie Snider, Jennifer Fernandez, Nicole Flores, Evelyn Iokua, Paula Hannah, Teresa Lenz, Juan Martinez, Nadejda LaMar,

The meeting was called to order by Ann Smeltzer, Radiologic Technology Program Director. Director Smeltzer announced she was chairing the meeting in the absence of the Advisory Committee Chair, Gina Ramirez.

### **1. Welcome New Members**

- 1.1 Ann Smeltzer welcomed and introduced new committee members:
- Steve Knight, Director Diagnostic Medical Sonography, Foothill College (replacing Kathleen Austin)
  - Motoko Nakazawa-Hewitt, RT Counselor (transitioning into Barbara Schultz-Perez's position)
  - Chuck Bruffey, Practice Manager, RMG (prior rep for SVR)
  - Thaddeus Kosciolk, President, Class of 2018
  - Ryan Hansen, Radiology Account Manager, Philips Healthcare Systems
  - Cynthia Harrison, HWI Deputy Sector Navigator, Mission College
  - Michael Taylor, Director Diagnostic Imaging, SLRH (replacing Alma Vandenraadt)
  - Rich Anderson, Practice Manager, OrthoNorCal (new affiliate)
  - Andrew Miller, Practice Manager, Monterey Spine and Joint (new affiliate)

### **1.2 Acknowledgements:**

- DSCH gifted \$10,000 for the Mammography Program 2016, supplies for sterile tray set-up.
- NMC donated sterile supplies for tray set up.
- RMG has given \$2500 toward funding the Mammography Program, Spring 2017

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- CHOMP and SVMH both contributed stipends to CA Radiographics for laboratory maintenance; the program is grateful that CRI has managed this account on behalf of our program.
- PAMF/Sutter for hosting our JRCERT Site Visitors as well as Dominican.
- Dave Guy, our resident engineer, who designed the RT lab, and continues to maintain and upgrade our imaging software.
- Appreciation to the many RT students who have volunteered for various outreach and community education projects; among them was the set up and clean up for the Pinning and Award Ceremony, May 2016.
- Veronica Birmingham donated a very nice pulse oximeter
- The Class of 2017 for cleaning up the classroom/lab and supplying our beverages for this meeting
- The Class of 2018 and staff were thanked for setting up this meeting and providing lunch and special fall décor.
- Dr. Cynthia FitzGerald, participation in Foundation Course (Intro to Work Styles, Culture of Origin and College Student Inventory). Ann Smeltzer acknowledged Foundation Course as a great addition to the curriculum which has increased student retention.
- Connie Luna for writing a grant to purchase ELMO, teaching overload courses and taking on N95 mask fitting.

**1.3 Faculty-Staff-CI Changes:**

- Adjunct Faculty position is posted. Both Ann and Connie are overload. The Program has teaching units available for assignment in the areas of Radiation Protection, Pathology, Patient Care Lab and other elective course work. There is a need to establish an adjunct faculty pool.

**2. OLD BUSINESS / PROGRAM UPDATES**

2.1 Review of Previous Minutes (previous Minutes were approved by Cynthia FitzGerald).

Correct typo page 2, middle of page “Monterey Spine and Injury” to Monterey Spine and Joint

2.2 N-95 Mask-Fitting/ Clinical Compliance /COM - Connie Luna (action/info)

Connie reported on how each clinical site was contributing to these processes. All students have been properly mask fitted, met clinical compliance requirements and completed the Clinical Orientation Modules. Students did experience some technical problems with “Health Stream”. Other publishers are being investigated.

2.3 Integration of CT into current program

Since there has been no funding for development of a separate CT program, CT has been integrated into the current core curriculum. This occurred 3 years ago. Employers were

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reminded that Cabrillo graduates have received this training. 3 graduates from the past class were hired directly into CT positions.

#### **2.4 Ongoing Program Assessment (PAP Class of 2015)**

The completed Program Assessment Plan for the Class of 2015 was distributed. All benchmarks were met. Highlights included higher program completion rates (21/24) attributed to the implementation of the Foundation Course, a 100% employment rate and 100% pass rate on the national board examination (ARRT). There is also a mandatory Information Night / Open House, highly recommended anatomy review course in summer, before entering the program, repeated emphasis on financial aid resources, a formalized peer mentoring system students and provision of other support services to promote student success.

Employer surveys indicated high satisfaction with graduates and graduate surveys show high satisfaction with the program.

i. Report Class of 2017

Matthew Wafford

ii. Report Class of 2018

Thaddeus Kosciolk

/On behalf of his class Thaddeus Kosciolk mentioned that they are all excited and working hard to achieve good grades. He informed everyone present of the upcoming fundraising plans, and how they are all working together to help the overall success of the class as a whole. /

#### **2.5 Program Effectiveness Data**

Annual JRCERT required Program Effectiveness data can be found for the past 5 years posted on the Cabrillo College Radiologic Technology home page.

This data is a portion of the annual report to the JRCERT. It is a five year average of each program effectiveness measure.

JRCERT Accreditation Award: 8 years. This is the third time in a row = 24 years total. Not without recommendations for improvement on the Report of Findings. Program Response included:

- Posting Student Policy Handbook and Clinical Education Handbook on-line. All affiliates have access to these documents (importance of clinical instructors to know and abide by program policies and procedures).
- Updated "Declared Pregnancy Policy", updated the Radiation Safety and Protection Policy document to include specific language related to radiation dose threshold.
- Instituted Student Advisement for ALL students.

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- Students' Success Tool Kit – a questionnaire to be filled out by students during their 4<sup>th</sup> week of study to be help to determine food and housing instability situation.

**3. NEW BUSINESS**

**3.1 PRESENTATION:** Regional CT Program Development, Cynthia Harrison

i. Needs Assessment

Cynthia Harrison led a discussion on the feasibility of developing a regional CT program. She updated the committee on the work that had been done through multiple teleconferences with RT Program Directors in the region. Cynthia is conducting needs assessment by attending each advisory committee meeting for all the RT programs in the greater bay area. There is funding from the Healthcare Workforce Initiative to support this project. Cabrillo will house the project and move forward to implementation within a year.

**3.2 Labor Market Review:**

**NATIVIDAD:**

- 3 full time positions
- 3 per diem positions
- 6 travelers (CT & MR) /Hired 12 students from Cabrillo

**RMG :**

- 1 per diem /Hired 1 from Cabrillo

**DOMINICAN HOSPITAL:**

- 2 full time
- 1 per diem position
- 1 managerial position

**ORTHNORCAL:**

- 1 part-time in Campbell
- 2 1 part time in Capitola

**SUTTER:**

- 1 MRI Tech
- 1 Ultrasound Tech

**4. STATUS OF CURRENT PROGRAMS / CURRICULUM PROPOSALS**

**RT**

Class of 2018: 24 from wait list (1 advanced placement LPXT)/ + 2 Re-entry = 26 TOTAL

Class of 2017: 17 students remain

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**Fluoroscopy**

17 students, no outside students

**LPXT**

Deactivated, could be activated if needs assessment supports activation, 18 months to re-activate

**Mammography (all were sked to post the flier)**

Offered each Spring – cost 10K (grant being processed through PAMF for balance needed \$7500)

**MRI**

not funded (20K needed), assistance recruiting faculty

**Venipuncture**

Starting next week – will take students who show up on first evening – please recruit.

CI's and Clinical Coordinator will entertain using Trajecsyst, an on-line clinical record keeping system piloted by other RT programs. There will be a presentation by the vendor at the upcoming clinical instructor's meeting.

**The meeting was adjourned at 3:00 p.m.**