

**CAÑADA COLLEGE RADIOLOGIC TECHNOLOGY
ADVISORY COMMITTEE MEETING
MINUTES
July 15, 2013
6:08 pm Building 18, Room 213**

ATTENDEES:

Dr. Michael Hollett, Medical Advisor
Ron Krause, Manager Seton Medical Center
Colleen Wong, Assistant Manager Palo Alto Veteran's Health Care System
Elnaz Babrazadeh, Second Year Student
Rafael Rivera, Program Director
Pamela Jones, Clinical Coordinator

- I CALL TO ORDER** at 6:00 pm by Pamela Jones
- II INTRODUCTIONS AND SELECTION OF CHAIRPERSON** – Colleen Wong selected to chair meeting
- III REPORTS** – Rafael
 - A. ARRT**
 - Class of 2012 examination results 100% passing
 - Total mean scale for entire class was 91.4 out of 100
 - Total number graduates 16
 - National comparison for 2008 through 2012 from ARRT website was shown demonstrating that in every section of the examination our students scored much high than the national average

The Advisory Committee congratulated the program and clinical staff for their work to help the students be successful.

- B. CLASS OF 2013**
 - Preparing for their awards ceremony dinner on July 27, 2013 which will be held in the Grove on campus
 - Clinical observations by Rafael have been very positive and shown a readiness for employment
- C. JRCERT**
 - Self-Study Report has been submitted
- D. RECRUITMENT**
 - Number of applicants has remained steady, demographics similar to the previous year
 - Our recruitment process has remained the same in the past 4 years
- E. STUDENT RETENTION**
 - Retention rate:
 - Class of 2008 – 86%
 - Class of 2009 – 95%
 - Class of 2010 – 100%
 - Class of 2011 – 85.7%
 - Class of 2012 – 84.2%

- Total average 5 year retention rate is 90.18%

Rafael questioned if the 85% Benchmark for retention is appropriate. According to Rafael, the Class of 2010 was extremely exceptional and may not represent a true measure of retention. It is noted that for the Classes of 2008, 2009, 2011 and 2012 we lose approximately 2 – 3 students by the end of the first Spring semester.

The Committee reviewed the data and requested a follow-up for one more year.

IV NEW BUSINESS

A. JRCERT ACCREDITATION

- **Report** - JRCERT requested additional information on clinical instructor's name changes and an adequate termination clause in the affiliation agreement with Seton Medical Center; the name change has been corrected and the Contract updated; all items submitted
 - **Site Visit (September – October)** – At this time we do not have an exact date; please be advised that attendance by clinical instructors will probably be a working lunch.
- B. Clinical Instructors release time** – Clinical instructors have had low attendance to monthly meetings. Date changes have not helped.

Discussed need for release time for clinical instructors to meet on a monthly basis to discuss students' process and share strategies for student success; The Committee noted that department staffing often makes it difficult to release staff;

Suggestions from the Committee included using some form of teleconferencing

- C. RADT 408 Schedule Change** – Due to the amount of time required to complete and review the onboarding documents required for our clinical partners, we have moved RADT 408 into the Fall semester beginning 2013.
- D. Promotions Committee** (attached) – This committee was developed to assess students' progression in didactic and clinical education. It will make recommendations for remediation, probation and program dismissal. Dr. Hollett shared concerns about the legality of the process. Rafael stated that the draft has been reviewed by the SMCCD District legal counsel.
- E. Program Application Process** (see attached) – Because of our concerns with the attrition rate, the committee asked us to look into the possibility of giving more weight to the science prerequisites.
It was discussed to add an entry-level physics course to the prerequisites or at least a recommended course.
- F. Outcome Assessment Plans 2011 – 2012** – Due to time constraints the Assessment Plan will be emailed to all committee members for review and recommendations and discussed at our next meeting on January 14, 2014 at 6:00pm.

V Adjournment at 7:40 pm