

INSTRUCTIONAL FACULTY CONSORTIUM COMMITTEE (IFCC)

DENTAL ASSISTING MEETING MINUTES

Meeting Leader: Liza Charlton, C.D.A.

Recorder: Yvonne Jenkins, R.D.H., C.D.A.

Location: Central Georgia Technical College

Date: Friday, June 22, 2018

Time: 10:00 A.M.

Attendees: Attendees:

- Nora Calhean~ Albany Technical College
- Ivey Spears~ Albany Technical College
- Sharon Cook~ Columbus Technical College
- Rebecca Beasley~ Wiregrass GA Technical College
- Sandi Woodward~ Wiregrass GA Technical College
- Stephanie Derfus~ Savannah Technical College
- Allison Patnode~ Georgia Northwestern Technical College
- Luz Ibarra~ Southern Crescent Technical College
- Angela Hardy~ Southern Crescent Technical College
- Jennifer Burrell~ Athens Technical College
- Genevieve Schmidt~ Athens Technical College
- Yvonne Jenkins~ Ogeechee Technical College
- Liza Charlton~ Lanier Technical College
- Lindsey Evans~ Central Georgia Technical College
- Eric Reid~ Central Georgia Technical College
- Angela Odom~ Augusta Technical College
- Sharon Jones~ Augusta Technical College
- LeaAnna Harding~ Gwinnett Technical College
- Kimberly Nolan~ West Georgia Technical College
- Jessica Harvey~ West Georgia Technical College

AGENDA TOPICS

AGENDA TOPIC	DISCUSSION SUMMARY
Welcome	Sasha Kahiga introduced herself as the new Curriculum Program Specialist, explained her role, and filled in the group on her background. Liza Charlton, IFCC Chair introduced herself and welcomed the group. She asked that everyone share their name, school, position, and the length of time they have each been teaching dental assisting.
Recruitment Strategies	Liza asked if anyone had any concerns and/or ideas about recruitment strategies. Lindsey Evans of Central Georgia Tech stated that her enrollment is very low. She has some students who use Dental Assisting as a backup plan if they don't get into Dental Hygiene. She explained that when Middle Georgia Tech and Central Georgia Tech merged, the Dental Assisting program was moved to the Central Georgia Tech campus. Subsequently, the program closed, and their accreditation status was lost. She feels that the loss of

AGENDA TOPIC	DISCUSSION SUMMARY
	<p>accreditation has negatively affected her enrollment because graduates cannot sit for DANB nor are they Expanded Function qualified. Also, she does not get much support from the dental community, perhaps because the program was closed for a time. She stated that she is also struggling to find quality clinical sites. Liza asked Lindsey if she has gone out and talked to the local dentists. Lindsey said that she has recruited three new people to the Advisory Committee in an effort to get more feedback. She also sent out a survey to local dentists and got very little feedback. Another person stated that when the dentists begin to see the difference in the educated assistants who come through the program, enrollment should increase. Sharron Cook of Columbus Tech suggested that she attempt to build a relationship with Dobbins Air Reserve Base as military base dental clinics make excellent clinical sites.</p> <p>Someone brought up the possibility of issuing basic and advanced certificates rather than diplomas. West Georgia Tech's program director stated that combining dual enrollment students with traditional students has greatly increased her numbers. She also stated that they only issue certificates and do not issue any Dental Assisting diplomas. Liza asked her what her numbers were like. She said that she had over 61 students last year, and they issue basic and advanced certificates with courses for the basic certificate being offered every semester. The dentists in her area do not care that the graduates can't sit for DANB. They can, however, sit for NELDA. Liza asked her how many students return to complete the advanced certificate after finishing the basic certificate. She said about 75% return.</p> <p>A program director from another school stated that students waiting to get into the Dental Hygiene program register for the Dental Assisting program because completing the DA program earns them five extra points on their Dental Hygiene application which helps her enrollment. Another instructor said that if a student shows interest in DH, she will register them in degree level general education courses. Sometimes students don't get into DH and only need ALHS 1040 to get into the DA program. One school said that they just let them take ALHS 1040 along with their first semester DA courses.</p> <p>Luz Ibarra of Southern Crescent Tech said that she was having her students take the PSB test and that was decreasing the number of students getting into her program, so she eliminated the PSB and decreased the GPA requirement from 3.0 to 2.5 and that helped. She also stated that her school is pushing TCC's and dual enrollment. She is concerned that a Basic Dental Assisting certificate will impact the placement rate of her diploma students. Sandy Woodward of Wiregrass Tech said that her school developed TCC's as a place for students to take core classes and still get PELL. There was some general discussion about the use of the Health Care Assistant and Health Care Specialist certificates. Sasha stated that those kinds of certificates are ideal for programs whom have students on a waiting list and each program should ensure that before using these type of certificates does not discredit the actual program certificate or diploma. It can be confusing to students and employers. A TCC's should have an exit point and the graduate of a TCC should be employable with entry-level skill as the minimum requirement.</p> <p>Ivey Spears of Albany Tech said that her program's attrition rate was high because students who meet the GPA and pass the Accuplacer can sign up for Dental Assisting without ever seeing an advisor. The director from Georgia Northwestern Tech said that her school instituted a new orientation that requires students to see their advisor to register for a least one course. She stated that it creates extra work because the school runs multiple orientations each semester on each campus including some Saturday sessions and evening sessions, but meeting with the students helps with retention. Another person suggested having new students go through HA21 first. That way if they don't actually take DENA courses, it will not hurt program retention. There was some discussion about which schools have this TCC available to them as an option.</p>

AGENDA TOPIC	DISCUSSION SUMMARY
	<p>Liza asked the group if anyone is struggling with losing students to proprietary schools. She stated that Lanier Tech is also losing students to a university system dental assisting program that is run through continuing education.</p> <p>Sharron shared that she convinced the dentists that they should want her graduates and that Fort Benning no longer has dental assistants from the Red Cross. The Gwinnett Tech director stated that some dental practices in her area also offer courses that run for 10 Saturdays. Some of them get hired but then some offices call asking for TCSG graduates.</p> <p>The Athens Tech director said that her school pushes dual enrollment. Students take core while in high school and are program ready upon graduation. Someone stated that she primarily loses students to failure not disinterest. Yvonne stated that her retention problem is also related to academic failure. Another person stated that she was not an advocate of dual enrollment because all too often, the student is there because that is what their parents want. Someone else reminded the group that high school students cannot take DENA courses per CODA.</p>
<p>TCSG Updates</p>	<p>Sasha shared that the President’s Council has some concern about the length of diploma programs, including Dental Assisting. She explained that it is imperative that the Dental Assisting program meets their accrediting organization requirements but to ensure that the program hours are not excessive. She suggested that we consider the possibility of issuing basic and advanced certificates in lieu of diplomas explaining that most institutions do not issue diplomas as TCSG does. She feels this may help enrollment. Several people expressed concern that students would be hired with only the Basic TCC which would ultimately hurt the programs. One director stated that she has the Basic TCC embedded into the diploma. The advantage being that students who only complete one semester won’t hurt her retention rate. Another person said that she only has about 20% go to work after being awarded the basic certificate and that those students only make about \$10/hour. She said that most of the students who don’t return after the Basic either need to get out and work or just decided that they do not like dental assisting. The Basic Dental Assisting TCC includes Infection Control, Dental Anatomy, and General Chairside I. She said that she tells her students that dentists really want graduates who have completed the advanced classes; however, some of her Advisory Committee members say they would rather hire someone with no experience and a great personality.</p> <p>Sandy said that she created an embedded TCC called EF71/Radiology and Expanded Functions. Students receive a certificate when they complete DENA 1350 and DENA 1390. Luz Ibarra of Southern Crescent Tech said that her administration told her that in order for it to count as a TCC, she could not give a Radiology Expanded Functions certificate during the same year the student receives a Dental Assisting diploma. Someone responded that she could give the TCC and the diploma, but that students would not be counted as graduating twice. In that case, it doesn’t really benefit the program. Sandy said that she thought the argument could be made that these students need these certificates to work. Someone else added that if she started her program in the spring, she would be giving the TCC during one year and the diploma in the next year.</p> <p>Someone asked if West Georgia Tech was the only school taking more than one cohort per year, and the answer was yes.</p> <p>Luz asked Sasha why we have to decrease the level of education of a student who wants to make a higher salary by creating the two TCC’s just for the sake of numbers. She feels that it would hurt her students’ salaries. Currently, her graduates make about \$16-18/hour. She’s also concerned about CODA requirements. She feels the students who graduate with the current credit hours graduate as dental assistants who can sit for DANB and are Expanded Function certified are more responsible and productive. Sasha said that she is not recommending that we decrease the quality of instruction within the</p>

AGENDA TOPIC	DISCUSSION SUMMARY
	<p>programs but consider that the current diploma program hours is beyond the CODA requirements for dental assisting programs. The presidents want more certificates for financial reasons. Certificates tend to bring in more students and graduate the students in a timely fashion. She also stated that <i>diploma</i> and <i>certificate</i> are just names. Other states don't even use the term <i>diploma</i>. She said that we could create certificates that benefit what we are trying to do as long as we stay within the proper credit hours. She added that we don't have to use what is in KMS. We could create whatever we want and go through a probe process. She promised to enter information into the system in a timely manner in order to get items reviewed and approved. She reiterated that we not only want to make the programs better, but we also want to meet the requests of the presidents because everyone across the board is hurting when it comes to enrollment which is basically how we are paid.</p> <p>Luz recommended that we create specialty TCC's such as orthodontic or practice management. Sasha said that would be better served by continuing education due to the cost of adjuncts versus the number of students. Luz also suggested a refresher course as a TCC, and Sasha said that if she put it together, she would submit it for approval.</p> <p>Sasha suggested that we consider creating TCC's for local academies. She also suggested that those directors with Dental Hygiene programs at their schools to talk with the DH director about possibly altering their entrance requirements so give extra points to graduates of dental assisting programs. A few people stated that this was already the case.</p> <p>There was a discussion about students being able to earn an associate degree following the Dental Assisting program. Someone stated that the dentists in her area would not care if assistants had anything beyond a diploma. In fact, many don't know or care what a CDA is. Several others in the group concurred. Some stated that all of their students take DANB and others said almost none take the board.</p> <p>Liza asked what programs were doing to promote their program. Someone suggested using social media to post everything the students are doing, i.e., lab activities, pinning ceremonies, fundraisers, etc. Liza stated that Lanier Tech actually put Dental Assisting on the side of their CDL truck.</p> <p>The director stated that she thinks that it is important to make sure students don't think that they are just a dental assistant. She feels that being a CDA is important which is why all of her students must take DANB.</p>
ADA Requirements	<p>Someone said that she didn't think the TCC's would work because CODA states that a program must be a year in length. Yvonne Jenkins of Ogeechee Tech asked if it would be necessary to create two certificates to replace the one diploma currently offered. Sasha stated that due to the number of credit hours, it would need to be two certificates.</p> <p>Someone stated that CODA requires 900 instructional hours that includes 300 clinical practice hours, and currently we require 315 clinical practice hours. She said that reducing clinical hours to 300 would be helpful to her program. Sharron Cook of Columbus Tech said that she actually requires more clinical hours so that her students will be qualified for federal jobs on military bases upon graduation. Everyone agreed that individual school may always increase the hours beyond TCSG's requirements.</p>
Curriculum Review	<p>Sasha asked if any courses in the current curriculum could be combined. Several people declared that some courses were already combined during the Q2S conversion.</p> <p>Someone asked how DENA 1010, which is only one credit hour, is equivalent to ALHS 1011, which is 5 credit hours. KMS states DENA 1010 or ALHS 1011. Sasha offered to change that and was adamantly told not to make any changes.</p> <p>There was a discussion about permitting dental assisting students to take higher level core courses so that they would not have to repeat core if they went on to the Dental Hygiene</p>

AGENDA TOPIC	DISCUSSION SUMMARY
	<p>program. Someone asked if that could be changed. Sasha stated that it could be changed if the group decided that it would be beneficial. Sasha said that she could change KMS so that students could take diploma level OR degree level general education courses. She said that making the change in KMS would not impact the DA program credit hours. Liza asked for a vote as to whether or not the group wanted Sasha to add that dental assisting students could take diploma level courses -OR- degree level core classes. All were in favor.</p> <p>Ivey asked the group how she should advise students who are waiting to get into the program. She has been tasked with accepting more students, but she is concerned about meeting CODA standards. Another person suggested putting them in some certificate program until the following year. It was also suggested that if you take too many each year, it will cut into the following year's enrollment. Leann Harding suggested that she explain to her administration that a program has to get permission from CODA to increase enrollment in any case.</p> <p>A representative from West Georgia Technical college said that she wrote a proposal to have a live clinic on her campus like the school's Dental Hygiene program. Sharron said that years ago Columbus Tech used to have a Friday clinic that was not attached to their curriculum. Someone stated that Dental Assisting programs don't have supervising dentists except for radiology lab.</p> <p>Liza suggested a 15-minute break.</p> <p>Liza asked Sandy to address the group. Sandy stated that in getting ready for her next CODA visit, she has been looking at the CODA curriculum vs. TCSG curriculum. She said that she is not proposing anything but verbiage changes so that our curriculum better matches CODA. She used an example. In DENA 1050 competency 5-1 reads, <i>Demonstrate cross-contamination and prevention</i>, but CODA standard 2-18 d. reads <i>Dental related hazards</i>. She proposes to add the CODA standard 2-18 d. to the TCSG standard. She gave other examples and said that she could make the verbiage changes and reiterated that she would NOT be adding competencies. She also stated that we should add coronal polishing in view of the change to the practice act allowing coronal polishing of primary teeth. Someone suggested that we remove the word <i>specialties</i> in order to comply with the new CODA standards.</p> <p>Sandy stated that her school is trying a software tracking program called <i>Platinum Tracker</i>. Students can log into the program on their phone at their clinical site to clock in, and the instructor can track their actual location. It tracks their hours and costs \$73/year.</p> <p>Stephanie Durfess of Savannah Tech said that she thinks that when we completed the Q2S conversion a mistake was made. We combined DEN 102 and DEN 106 to make DENA 1080. She stated that the math was done incorrectly and that hours were added to DENA 1080 because she can't possibly fill all of her contact hours for that course. She thinks DENA 1080, which is five credit hours, should only be 3 credit hours. She recalls that DENA 102 was two hours and DENA 106 was 3 hours. After some discussion, it was verified that DEN 106 was actually five credit hours meaning that DENA 1080 is correct at five credit hours. Stephanie stated that she can't fill the class time and asked if others were having a difficult time. Liza asked how many teach DENA 1080 online, hybrid, and traditional. One person teaches it online, four teach it as a hybrid class, and nine teach it in a traditional face-to-face method. Liza took a vote on reducing the hours and it was decided that the credit hours should remain the same for now.</p> <p>Sasha suggested that we create a curriculum taskforce to look at individual courses with an eye toward reducing hours in the program as a whole. Stephanie said that she is in favor of reducing hours because, in her opinion, dental assistants only need entry-level knowledge, and her students don't make any more money than those students going through the 10-day course in her area. Sasha asked if the group wanted to create a task</p>

AGENDA TOPIC	DISCUSSION SUMMARY
	<p>force or meet again. The group said that they would prefer to meet again. Someone stated that she would like to see the clinical hours in DENA 1480 reduced by 5 hours to match CODA. Someone suggested taking out MATH 1012 and ALHS 1040, and someone else pointed out that about two years ago we removed those courses and put them back in the following year. There was a lot of discussion about the possibility of removing ALHS 1040 again which would mean that students would have to get their own CPR certification. Liza asked if the group was in favor of removing ALHS 1040. All were in favor, and Sasha said that she will research to see if there is any legitimate reason that it can't be removed. Yvonne suggested that it would be helpful to those students transferring from another school who don't already have ALHS 1040.</p> <p>Liza asked about Preventive Dentistry. Someone suggested that we take out the two hours of lab. Sasha reminded the group that learning domains will need to be updated. There was more discussion about the possibility of removing 15 contact hours from DENA 1480, and Sandy said that she wasn't sure that it is feasible because courses can only be reduced in 750-minute increments.</p>
Closing Remarks	<p>Sasha suggested that we break up into groups with each group being assigned certain courses so that we wouldn't have to meet again. The group agreed that they would rather all meet again. It was decided that the group would meet again on Friday, September 21st at Central Georgia Tech.</p>

ACTION ITEMS	PERSON(S) RESPONSIBLE	DEADLINE
Go through TCSG and CODA standards and all DENA courses to look for duplicate competencies with an eye toward cutting hours where possible.	Program instructors	9/21/18

ADDITIONAL COMMENTS/NOTES:

[Comments/Notes]

Meeting Adjourned: 12:50 p.m.

Minutes Submitted By: Yvonne Jenkins, R.D.H., C.D.A.