

# Instructional Faculty Consortium Committee Meeting (IFCC)

MINUTES

06/05/15

10:00AM

TCSG OFFICES

<b>PROGRAM</b>	CAVT & Sonography
<b>FACILITATOR</b>	Holly Free
<b>SECRETARY</b>	Kristen Buoy
<b>ATTENDEES</b>	Gwinnett Technical College: Victoria Seals, Kristen Buoy, NiQuanna Robinson, Kim Strong Ga Northwestern Technical College: Nee Barnor, Crista Resch, Dawn Irwin (via conference call) Centra Georgia Technical College: Tiffini Strickland, Jessica Smith Augusta Technical College: Pat Thomas, Elisabeth Frails, Sharon Jenkins Ogeechee Technical College: Capre Mitchell (via conference call)

## Agenda Topics

### WELCOME & NEW ANNOUNCEMENTS [TIME ALLOTTED] HOLLY FREE

<b>DISCUSSION</b>	<p>Holly welcomed everyone and made announcements: New processes &amp; policies for IFCC meetings:</p> <ol style="list-style-type: none"> <li>1) a VP representative will be present for all meetings, deans are welcome as well</li> <li>2) New process for probes: 1<sup>st</sup> proposed changes will go through a President's council sub-committee, then if approved sent to the President's council. Once passed, it will be sent to the state board for final approval. This process will take longer, so please be prepared to submit any probe changes at least 6 months in advance of desired or approval. Please keep in mind, There must be 2 years between credit hour/probe changes to allow time for changes to be implemented. Dates for approval of existing programs all programs present is 3/6/14.</li> <li>3) The committee can still make changes within the existing structures with ticket changes without a probe. However, if it requires any credit hour changes, it will be considered a substitutive change and will require a probe.</li> <li>4) A list serve for this group is being set up. Please watch email for instructions. Both Full time and adjunct instructors may be included, please email Holly Free if you would like additional faculty added. Please note: When you reply to the list serve, you are "replying all" whether you choose that option or not.</li> </ol>		
<b>CONCLUSIONS</b>	N/A		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

### [ELECTION OF NEW OFFICERS [TIME ALLOTTED] PAT THOMAS

<b>DISCUSSION</b>	<p>Officer election and nomination: Pat Thomas was nominated for committee chair by Nee Barnor Tiffani Strickland was nominated for co-chair Jessica Smith Kristen Buoy was nominated by Tiffani Strickland</p>		
<b>CONCLUSIONS</b>	all nominations were approved and all 3 voted in to serve		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

<b>NEW CIRRICULUM IMPLEMENTATION]</b>		[TIME ALLOTTED]	[PAT THOMAS]
<b>DISCUSSION</b>	Pat took a poll to see which programs had implemented the new cirriculum GTC: will implement in Fall 2015 CGTC: implemented Spring 2015 Augusta Tech: Will implement Fall 2016 due to programmatic accreditation visits and reviews GNTC: Will implement Fall 2015 Ogooshee Tech: unknown  A discussion followed about how this was going for CGTC		
<b>CONCLUSIONS</b>	Will follow up with one another to check in on progress as needed.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
N/A			

<b>[DMS</b>		[TIME ALLOTTED]	KIM STRONG
<b>DISCUSSION</b>	Expressed concerns about programmatic accreditation standards that were removed from the cirriculum with the probe change. A discussion followed and is outlined as follows: Communication & Information Tech Standards: Dr. Seals addressed and noted that those were covered in FYES 1000 or COMP 1000 and colleges could choose to address those locally  Medical Ethics and Law standards: Group agreed that they should be added to DMSO 1010. The change will be submitted via ticket. Changes will be for Coding and Ethics, Third Party reimbursment and universal coding system  Discussion regarding difficulty for all programs to obtain OB-GYN clinical sites. Universal problem. Potential roadblocks and solutions were discussed.		
<b>CONCLUSIONS</b>	Changes will be made accordingly		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Ticket changes for DMSO 1010 submission to Holly Free	Kim Strong	N/A	

<b>[PAR VS. PROGRAMMATIC ATTRITION</b>		[TIME ALLOTTED]	GROUP DISCUSSION
<b>DISCUSSION</b>	A group discussion about how each college handles incoming students. Each college shared how incoming students are assigned a major when working on pre-requisites. Augusta Tech and Central GA Tech both have students coded with their desired major from enrollment. The colleges still participate in a selection process, so not all students with that major code are admitted to the program. Programmatic accreditation allows for student attrition rates to be calculated from entry into programmatic courses (after competitive selection) and not all students in that major are captured.		
<b>CONCLUSIONS</b>	PAR rates vs. programmatic accreditation is what seems to drive each colleges decision as to how data is captured.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
N/A			

<b>VASCULAR PROGRAMS</b>		[TIME ALLOTTED]	PAT THOMAS
<b>DISCUSSION</b>	A check in discussion about the vascular programs. Both vascular program present will go back to check programmatic standards against new curriculum to ensure they don't have any important topics missing (like DMSO) and will submit changes as necessary. Likely to add to the VAST 1100 course if needed.  There was a discussion about clinical hours and the ability to implement. Augusta will look at the clinical hours and see if they need to be split into A&B courses (like echo clinical courses) and will submit as necessary.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Check clinical hours	Sharon Jenkins	N/A	

**CAVT CURRICULUM**

[TIME ALLOTTED]

[KRISTEN BUOY]

<b>DISCUSSION</b>	Requested removal of co-requisites/ pre-requisites form CAVT 1080 to match the course parameters in echo program. Will also need to have co-requisite of CAVT 1080 removed from CAVT 1020 &1021	
	Discussion: New National standards were published in May 2015. Most are already covered in programmatic accreditation standards and programs are already teaching. There is a disconnect however, in the standards and the state curriculum. In addition, there is a disconnect between state minimum standards and CCI board exam topics. A discussion entailed about the need to adjust standards. All three programs expressed concerns about making the standards to prescriptive and a discussion about how to balance followed. All three programs need latitude to meet their specific community of interests. Kristen brought up that as a new program, the state standards are repetitive in some areas and missing some major components in others. It was agreed that it should be addressed in a sub-committee meeting. In addition, programs agreed that they should split the clinical courses in A&B courses as well to mirror the ECHO program clinical courses.	
<b>CONCLUSIONS</b>	Voted to remove Co/pre req associated with CAVT 1080 (outlined above)	
	CAVT sub-committee of 3 programs will meet to discuss changes within the CAVT programs in July 2015. Date TBA	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Remove Co-Req/ Pre-req from CAVT 1080	Holly Free	ASAP
Remove Co-requisite of CAVT 1080 from CAVT 1020 & CAVT 1021	Holly Free	ASAP

**ECHOCARDIOGRAPHY**

[TIME ALLOTTED]

[TIFFANI STRICKLAND]

<b>DISCUSSION</b>	Discussion about how CGTC has implemented the ECHO program and the challenges associated with the clinical hours. A handout was given to all members to outline how they have structured the program to fit.	
	ECHO 1310- noted that the course only has Lab 2 hours listed and no Lab 1 hours. This was questioned by JRC-CVT site visitors. They were able to explain how it is a lecture/ demo in Lab 2 to visitors. Holly Free will research how TCSG officially defines Lab II hours. May be in ACA policy. She will notify members once it is found.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Find TCSG definition of Lab II hours	Holly Free	

**LAB III VS. CLINICAL HOURS**

[TIME ALLOTTED]

KRISTEN BUOY

<b>DISCUSSION</b>	Asked for clarification on Lab 3 vs. clinical vs. practicum hours in KMS database. Input was discussed and the group wanted to make sure all Lab 3 hours were placed into the clinical column vs the practicum column.	
<b>CONCLUSIONS</b>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
Change Lab 3 from practicum to clinical for all CAVT/VAST/ECHO clinical courses	Holly Free	

<b>DISCUSSION</b>	<p>Tiffani Strickland was asked by the school to start an ECHO Diploma program to meet the needs of the SWIG initiative set by the governor. (discussion of SWIG and the parameters followed).</p> <p>After a lengthy discussion, the consortium agrees on the following:</p> <p>The diploma curriculum was phased out recently. This phase out is due to new standards in the industry, board exam requirements and accreditation standards that make the diploma program obsolete.</p> <p>If CGTC chooses to move forward and offers the program, students should be cautioned that at the conclusion of the diploma program, they may not be able to sit for the national board exam and may not be employable.</p> <p>In addition, the group raised concerns that a diploma program (as defined by TCSG) does not have the credit hours available to meet accreditation standards. There are diploma programs in the US that are accredited, however they are typically much longer than what TCSG standards will allow for a diploma program. This is what allows them to meet the JRC-CVT standards.</p> <p>The consortium suggested that Tiffani and Jessica have their advisory board weigh in on the topic and ask if graduates of the diploma program would be employable in their region.</p>	
<b>CONCLUSIONS</b>	<p>The consortium is on record saying that offering the diploma program is not in the best interest of the student.</p> <p>If CGTC chooses to move forward, the existing diploma curriculum would have to be revised, as it is currently longer than the associate degree program.</p>	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

<b>COMMENTS / SPECIAL NOTES RESOURCE PERSONS SPECIAL NOTES</b>	<p>Holly Free showed everyone how to access the IFCC meeting schedules, minutes, agendas and probe tickets</p> <p>Next meeting: June 2016, details TBA</p>
<b>MEETING ADJOURNED</b>	6/5/15 at 1:15PM
<b>MINUTES SUBMITTED BY:</b>	Kristen Buoy, Gwinnett Technical College