



Brian P. Kemp
Governor

Greg Dozier
Commissioner

Instructional Faculty Consortium Committee (IFCC)

Respiratory Therapy Technology

Date: July 11th, 2022

Time: 1:00pm – 4:00pm

Location: WebEx

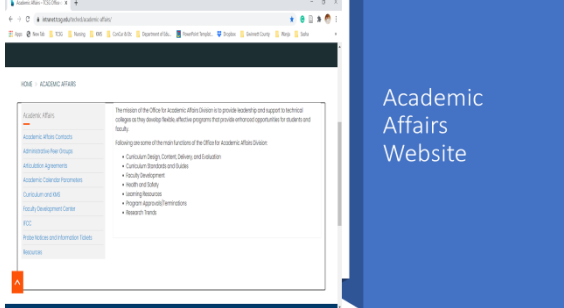
Meeting Facilitator: Sasha Kahiga

Attendees

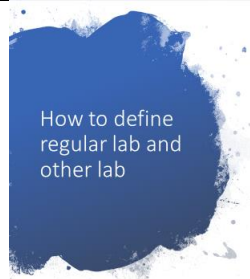
- 1) Sasha Kahiga- Curriculum Program Specialist, TCSG
- 2) Lisa Stephens- Dean of Health Sciences, Albany Technical College
- 3) Kimberly Temple- Director of Clinical Education, GA Northwestern Technical College
- 4) Dr. Monique Dailey- Director of Clinical Education, Southern Crescent Technical College
- 5) Tikisha Virgil- Program Director, Columbus Technical College
- 6) Kelley Braxton- Clinical Coordinator, Oconee Fall Line Technical College
- 7) Miranda McCoy- Program Chair, Southern Regional Technical College
- 8) Zenia Bratton- Program Director, GA Northwestern Technical College
- 9) Larrica Clark- Program Director, Oconee Fall Line Technical College
- 10) Duane Reed- Program Director, Southern Crescent Technical College
- 11) John Kleinsteuber- Program Director, Gwinnett Technical College

Agenda Items/Discussion

Agenda Items	Discussion
Welcome	Sasha Kahiga welcomed the IFCC and called the meeting to order. Sasha provided the group with a few housekeeping tips and introduced herself. Sasha asked that each member introduce themselves by providing their name, title & the college they represent. After introductions, Sasha explained to the IFCC her role and responsibilities as the Allied Health Curriculum Program Specialist. Sasha explained that she is responsible for all Allied Health programs except Nursing and Practical Nursing. She further explained that she is now the CPS over the Paramedicine, Funeral Services, and Fire Science Technology programs.

<p>IFCC Overview</p>	<p style="text-align: center;">IFCC Overview</p> <ul style="list-style-type: none"> • Instructional Faculty Consortium Committee • Access to the resp-l@list.tcsg.edu • Meets twice annually • Must have a Chair and Co-Chair • Review of total operations of a standard program • Access to detailed IFCC guidelines, meeting agendas & minutes: https://intranet.tcsg.edu/teched/academic-affairs/ifcc/ <p>Sasha explained to the group the purpose of an IFCC and the responsibilities of the Chair and Co-Chair. Larrica Clark (Oconee Fall Line) volunteered as Chair, and Kimberly Temple (GA Northwestern) volunteered as Co-Chair. Sasha provided the group with information on accessing the IFCC listserv and reviewing IFCC guidelines, meeting agendas, and meetings.</p> <p>Listserv: resp-l@list.tcsg.edu IFCC Webpage: https://intranet.tcsg.edu/teched/academic-affairs/ifcc/</p>
<p>AA Overview</p>	 <p style="text-align: center;">Academic Affairs Website</p> <p>Sasha reviewed the TCSG website and discussed the TCSG Academic Affairs department. She also discussed the AA department CPS contacts, dual enrollment, and articulation agreements. Sasha explained the difference between an Information Ticket and a PROBE. Sasha explained to the group that the IFCC initiates an information ticket and a PROBE for standard programs based on the number of changes with the curriculum standards & program/course hours.</p> <p>Sasha informed the group that the faculty development center could be found on the AA. The faculty development center is where training events can be found. Training sessions such as Phase I, Phase II & KMS can be found on the page. The group asked when the next KMS training would be, and Sasha informed the group that the training is conducted by the AA Director, Steve Conway, each quarter. She stated that typically when the details are emailed to the deans, she forwards the information to all of her IFCC listservs.</p> <p>Academic Affairs Webpage: https://intranet.tcsg.edu/teched/academic-affairs/</p>

Curriculum Database (KMS) Update



- A regular lab is any learning activity that is not specifically designated as a lecture.
- The teacher assist in learning activities, requires a little out-of-class preparation by the student and may require out-of-class practice assignments
- Other lab can be defined as either a practicum, internship or clinical
- Practicum is instruction which emphasizes structured activities requiring application and practice of occupational competencies.
- Internship/Clinical is instruction which emphasizes supervised work-experience activities requiring the application of occupational competencies.

Credit/Contact Hour Calculation

Lecture

- Ratio of 1:1
- A total of 750mins= 15 contact hrs= 1 credit hr

Regular Lab

- Ratio of 2:1
- A total of 1500mins= 30 contact hrs= 1 credit hr

Other Lab

- Practicum/Internship/Clinical
- Ratio of 3:1
- A total of 2250mins= 45 contact hrs= 1 credit hr

Sasha explained to the group changes that have occurred within the KMS over the past three (3) years. Sasha pointed out that the three (3) main categories & their calculation with a course remained but were titled differently. Category 1 stays with the Lecture titled and remains at a 1:1 ratio. Category 2 is no longer titled Lab 2 and is now titled *Regular Lab* at the same ratio of 2:1. Lastly, Category 3 is no longer titled Lab 3 and is not titled *Other Lab* at the same ratio of 3:1.

Sasha further explained that the *Regular Lab* category must be identified as a Lab, and the *Other Lab* category must be identified as either a Practicum, Internship, or Clinical. Sasha provided the group with the TCSG policy & procedure manual definition of a practicum, internship, and clinical.

Program/Course Review

Course	Section	Lecture Credit Hrs	Lab Credit Hrs	Total Credit Hrs	Lecture Lab Type	Reg Lab Contact Hrs	Other Lab Contact Hrs	Total Contact Hrs	Classroom	Lab	Other	Total
BIOL 101 - General Microbiology	101	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 102 - Cell Biology and Molecular Biology	102	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 103 - Microbiology	103	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 104 - Microbiology	104	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 105 - Microbiology	105	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 106 - Microbiology	106	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 107 - Microbiology	107	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 108 - Microbiology	108	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 109 - Microbiology	109	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 110 - Microbiology	110	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 111 - Microbiology	111	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 112 - Microbiology	112	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 113 - Microbiology	113	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 114 - Microbiology	114	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 115 - Microbiology	115	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 116 - Microbiology	116	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 117 - Microbiology	117	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 118 - Microbiology	118	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 119 - Microbiology	119	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 120 - Microbiology	120	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 121 - Microbiology	121	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 122 - Microbiology	122	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 123 - Microbiology	123	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 124 - Microbiology	124	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 125 - Microbiology	125	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 126 - Microbiology	126	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 127 - Microbiology	127	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 128 - Microbiology	128	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 129 - Microbiology	129	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 130 - Microbiology	130	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 131 - Microbiology	131	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 132 - Microbiology	132	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 133 - Microbiology	133	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 134 - Microbiology	134	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 135 - Microbiology	135	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 136 - Microbiology	136	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 137 - Microbiology	137	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 138 - Microbiology	138	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 139 - Microbiology	139	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 140 - Microbiology	140	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 141 - Microbiology	141	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 142 - Microbiology	142	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 143 - Microbiology	143	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 144 - Microbiology	144	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 145 - Microbiology	145	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 146 - Microbiology	146	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 147 - Microbiology	147	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 148 - Microbiology	148	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 149 - Microbiology	149	3	0	3	Lecture	0	0	0	0	0	0	0
BIOL 150 - Microbiology	150	3	0	3	Lecture	0	0	0	0	0	0	0

Sasha presented the group with the RCT3 program overview and opened the floor for discussion and questions. Duane Reed (Southern Crescent) asked Sasha why American Literature is not a course accepted for Area IV. In response, Sasha presented the group with the General Education Degree courses on the AA webpage.

She stated that ENGL 2130: American Literature is a course listed as an option for the Area IV: Humanities/Fine Arts section. Sasha further explained that each college has the autonomy to select one of the eight courses as a requirement for students; however, it's best to speak with the administration on why one course is a requirement over the others.

Dr. Dailey (Southern Crescent) asked if Calculus could be added to Area III of the program standards. In response, Sasha stated that there may be protocols for specific areas. For instance, Area III: Natural Sciences/Mathematics notes successful completion of MATH 1100, 1101, 1103, or 1111 or the students must meet appropriate testing placement.

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	<p>Zenia Bratton (GA Northwestern) stated that several of their students meet the placement requirement and can take a higher-level math course without taking MATH 1100, 1101, 1103, or 1111. Sasha agreed and explained to the group that she is not an expert in the General Education areas and will contact Dr. Dames for further explanation.</p> <p>Moving forward, Sasha asked the group if any changes from the accreditation agency, regulatory body, or national examination board have impacted the program or course standards. The group stated that the Commission on Accreditation for Respiratory Care (CoARC) updated the practice standards with an effective date of January 1, 2022.</p> <p>The group further explained that the recent CoARC changes did not impact the program or course standards and all KMS standards are up to date. Sasha thanked the group and informed them that the overall program standards need to be updated due to outdated employment & salary trends.</p> <p>Sasha stated that she could update the information using the EMSI report; however, if any additional sections needed to be updated, let her know. The group noted that the program/faculty section must be updated and replace the instructor position with the Director of Clinical Education position, which CoARC requires.</p>
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Conclusion/Action Items

Sasha thanked the group for their hard work. Sasha informed the group that based on the minor program modifications; she will update the current 2014 version of the RCT3 program and complete an information ticket. She also informed the group that she would provide them with a follow-up email to give them access to the IFCC OneDrive. Within this OneDrive, the group will have access to the KMS standards, meeting PowerPoint, and WebEx meeting recording. Sasha asked the group if there were any further questions, and there were not. Sasha thanked the group again for their time and concluded the meeting.

Meeting adjourned at 2:48 pm.

Meeting Minutes submitted by Sasha Kahiga



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