



Brian P. Kemp
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Greg Dozier
Commissioner

Instructional Faculty Consortium Committee (IFCC)

Dental Assisting Meeting Minutes

Date: June 16, 2022

Time: 1:00 pm – 3:00 pm

Location: WebEx

Meeting Facilitator: Sandi Woodward

Attendees

- 1) Sasha Kahiga- Curriculum Program Specialist, Technical College System of GA
- 2) Tiffany Purnort- Instructor, Southern Crescent Technical College
- 3) LuzMarina Ibarra- Program Director, Southern Crescent Technical College
- 4) Liza Charlton- Program Director, Lanier Technical College
- 5) Angela Hardy- Instructor, Southern Crescent Technical College
- 6) April Carey- Instructor, Augusta Technical College
- 7) Stephanie Puffer- Dean of Health Sciences, Chattahoochee Technical College
- 8) Haley Davis- Instructor, GA Northwestern Technical College
- 9) **Jennifer Burrell-**
- 10) Sandi Woodward- Program Director, Wiregrass GA Technical College
- 11) Ivey Spears- Program Director, Albany Technical College
- 12) Michelle Peets- Program Director, Chattahoochee Technical College
- 13) Kim Nolan- Program Director, West GA Technical College
- 14) Sharon Jones- Department Head, Augusta Technical College
- 15) **Sonya**
- 16) Sharron Cook- Program Director, Columbus Technical College
- 17) Yvonne Jenkins- Program Director, Ogeechee Technical College
- 18) LeaAnna Harding- Program Director, Gwinnett Technical College
- 19) Rebecca Beasley- Clinical Coordinator, Wiregrass GA Technical College

Agenda Topics/Discussion

Agenda Items	Discussion
<i>Welcome</i>	Sasha Kahiga welcomed all participants and asked everyone to sign in using the WebEx chat to ensure their attendance was captured and recorded. Sasha thanked the Executive Committee for their hard work and dedication over the past few months with the proposed revisions that will be presented during the meeting. Sasha stated that this group worked diligently and filled in when the Chair, Co-Chair, or herself could not attend a meeting.

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	<p>Sasha explained that Ms. Sandi Woodward (Wiregrass GA) is the designated speaker chosen by the Executive Board and will present the proposed changes. Sasha mentioned to the group that the given proposed revisions are the same documents within the IFCC OneDrive folder that the group was to review before the meeting.</p> <p>Sasha further explained that Sandi would review each course and program standard individually. After the review of each document, Sasha will open the floor for discussion and address any concerns. After addressing any comments, a vote will be taken for each item individually to ensure it is captured within the minutes. Sasha asked the Chair & Co-Chair to assist her with the chat and taking notes.</p>
<p>Proposed Curriculum Revisions</p>	<p>Sandi thanked Sasha and began the review. Sandi reiterated the summary of the revisions as stated within the calendar invite Sasha sent to the IFCC. Sandi said that modifications align with the latest version of the Commission on Dental Accreditation (CODA) standards. Sandi elaborated that many of the curriculum proposed revisions reflect the terminology updates within the CODA standards, and the Executive Board removed a significant amount of verbiage and language from the program standards, resulting in a less stressful accreditation preparation for those next in line for a site visit.</p> <p>Sandi also reiterated to the group that the proposed standards have been left broad and versatile to allow maximum flexibility for the varying needs of all programs. At the same time, they have been streamlined to reflect CODA requirements and skills authorized by the GA Board of Dentistry (GBOD). She asked the group to remember that the KMS standards are a minimum requirement, and program faculty could add content within specific subject areas.</p> <p><u>DENA 1010: Basic Human Biology</u></p> <ul style="list-style-type: none"> ▪ No changes to the course. ▪ IFCC agreed with the presented document. <p><u>DENA 1030: Preventive Dentistry</u></p> <ul style="list-style-type: none"> ▪ Course Description revised to reflect accurate topics taught within the course. ▪ Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. ▪ Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. ▪ Course Length was revised by removing 2hrs of Regular Lab. Removing these hours decreased the total contact hours from 45hrs to 15hrs. The total credit hours decreased from 2hrs to 1hr. <ul style="list-style-type: none"> ○ Sandi explained that the learning outcomes that require lab hours, such as sealants, will be covered within DENA 1350, where expanded duties are covered. ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. <ul style="list-style-type: none"> ○ Sandi explained that etiology was removed due to the redundancy of material taught within the DENA 1070, where the topic should remain. Based on CODA verbiage, Sandi stated that Plaque Control Techniques and Nutrition content were simplified. Sandi further explained that the content of the Diseases of Oral Tissues was removed and placed within DENA 1070 due to the nature of the course pertaining to pathology.

	<ul style="list-style-type: none"> ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u><i>DENA 1050: Microbiology and Infection Control</i></u></p> <ul style="list-style-type: none"> ▪ Course Description revised to update grammar errors. ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. <ul style="list-style-type: none"> ○ Sandi elaborated and stated the revision of terminology was strictly to match CODA’s verbiage. ▪ Sasha told the group about the imperativeness of updating the pre-req & co-req sections. She stated that, at a minimum, the pre-req section should say something other than <i>Program Admission</i>. She explained that from a curriculum database standpoint, <i>Program Admission</i> is the overall program admission requirement of meeting specific placement testing requirements such as Accuplacer. She further explained that the individualized programmatic admission requirements vary for each program and are not reflected within the <i>Program Admission</i> requirement listed as a pre-req. Sasha stated that additional programmatic admission requirements, such as MATH or ENGL requirement completion, would need to be added separately. Sasha opened the floor by asking the group which courses they would like to have listed in addition to <i>Program Admission</i>. <ul style="list-style-type: none"> ○ Ivey Spears (Albany Tech) asked if they could have a course listed as a pre-req or a co-req. In response, Sasha stated that since many of the programs have a unique program offering layout, duplication of courses can be listed within both the pre-req and co-req sections. To further explain and clarify, Sasha stated that the disclaimer statement would provide clarity of flexibility of course offering & course requirements to college administration on how the program is designed uniquely throughout the system. Sasha stated that the disclaimer statement would read as follows: Contingent to the program layout determined by each college, programs can select one or more <i>listed courses as a pre-req or a co-req</i>. The group agreed with Sasha’s clarification and made the proper revisions. ▪ Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1080 and DENA 1340 have been added as pre-req course requirements. ▪ Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1080 has been added as a co-req course requirement. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u><i>DENA 1070: Oral Pathology and Therapeutics</i></u></p> <ul style="list-style-type: none"> ▪ Sandi stated that the first change the Executive Board made was to remove the term Therapeutics from the title and replace it with Pharmacology since they were unsure why the term Therapeutics was used for the title since the creation of the course. The new course title reads DENA 1070: Oral Pathology and Pharmacology. ▪ Course Description revised to update grammar errors.
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- Sandi stated that any pre-reg or co-reg with multiple courses or duplications within the section would have the disclaimer statement Sasha created. The group agreed.
- Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. ALHS 1011 has been added as a pre-reg course requirement.
- Course Learning Outcomes revised to reflect proper terminology and topics taught within the course.
 - Sandi reminded the group of the etiology content that was removed from the DENA 1030 course and replaced within this course with specifications covering inflammation, caries, and periodontal with regards to ideologies & oral diseases.
 - Sandi also pointed out the verbiage revisions within the pharmacology section to reflect the required CODA quota of the content that should be covered.
 - Sandi opened the floor to the group by asking if content specifically related to the pharmacology of nitrous oxide under the applied pharmacology section since the specifics of monitoring nitrous oxide are reviewed within the Expanded Duties course. Liza Charlton (Lanier Tech) agreed with adding Learning Outcome 6.4 and asked what wording would be used. In response, Sandi stated her drafted outcome states, Describe the pharmacological aspect of nitrous oxide. Liza asked the group if they agreed with the terminology and if it could be added. The group agreed.
 - Sandi reiterated that many content revisions removed the redundancy of content presented in various courses throughout the program.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

DENA 1080: Dental Anatomy

- Course Description revised to update grammar errors.
- Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1050 and DENA 1340 have been added as pre-reg course requirements.
- Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1050 and DENA 1340 have been added as co-reg course requirements.
- Sandi stated that based on a deep analysis of the course, the Executive Committee decided it would be best to decrease the course by 1 credit hour due to the majority of content being covered thoroughly in MDA Chapters 6-12. The lecture hours decreased from 5hrs to 4hrs. The reduction of lecture hours resulted in the total contact hours dropping from 75hrs to 60hrs and the total credit hours falling from 5hrs to 4hrs.
- Course Learning Outcomes revised to reflect proper terminology and topics taught within the course.
 - Sandi stated that the learning outcomes were aligned with the MDA objectives.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

DENA 1090: Dental Assisting National Board Examination Preparation

	<ul style="list-style-type: none"> ▪ Course Description revised to reflect accurate topics taught within the course. ▪ Sandi stated there were no changes to the course length, and the credit hours remained as is. In response, LuzMarina Ibarra (Southern Crescent) asked why the DENA 1090 course takes 1hr since the purpose of the course is to prepare the students for National Boards. She further elaborated that she believes the course is too short and has difficulty reviewing all the content the students need to know for the boards. In response, Sandi stated that the thinking process of the faculty within the IFCC is that there will never be enough time to review everything with the students, and it is explained to the students that they will have to take some responsibility in preparing for the boards as well rather than depending on this one course. <ul style="list-style-type: none"> ○ Sandi further stated that for her program, her students are instructed to come to class with questions on specific board examination questions or content so that their designated hour of class time is used for open discussion. In response, Liza stated that they use the designated hour for the class to go over the content they should already know & review the missing questions on their weekly quizzes & exams. She further stated that the course is not designed to teach them anything; they have been taught the content for the past 2 semesters. In agreement with Sandi & Liza, Ivey stated the importance of remembering the course was designed as a review module course, and the students have already learned the material in the previous DENA classes. ○ The course is designed to refresh their memory. In response, LuzMarina stated that her students must complete simulations and the 3 part format of the board examinations. She is only able to get through 60 questions within that 1hr period. In response, Ivey suggested assigning practice tests to be completed outside of class time and must be met before the next class meeting so that the time in class is used to address missed questions or content. ○ Sasha and Dean Puffer (Chattahoochee) agreed with the ladies and restated that 1 contact hour doesn't indicate only 1 hour of work for any given course. At-home studying time is expected and is generally calculated as for every 1 credit hr per course, students are expected to designate 2 hrs per week of studying. The group agreed. ▪ Pre-Reqs revised by removing the Program Instructor Approval pre-req and adding DENA 1350. The IFCC agreed that for students to be successful within the DENA 1090 course, they must have completed the DENA 1350 course and its respective pre-reqs. ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. <ul style="list-style-type: none"> ○ Sandi stated that there were not many recommendations other than adding a 7th competency titled Management of Medical Emergencies in the Dental Office since CODA has specified the need for this content within its standards. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u><i>DENA 1340: Dental Assisting I: General Chairside</i></u></p> <ul style="list-style-type: none"> ▪ Course Description revised to update grammar errors and reflect topics taught within the course. ▪ Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. ▪ Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility.
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	<ul style="list-style-type: none"> ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. <ul style="list-style-type: none"> ○ Sandi stated that the Executive Board wanted to ensure that the medical and dental emergencies are taught before enrollment in Practicum I based on the CODA guidelines. She further pointed out that the basic & advanced material terminology was removed from the content due to the CODA requesting clarification of what is considered basic & what is considered advanced materials. Additionally, each program teaches the materials as the subject matter is presented. Sandi also stated that removing the terms basic & advanced simplified the content. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u><i>DENA 1350: Dental Assisting II: Dental Specialties and EDDA Skills</i></u></p> <ul style="list-style-type: none"> ▪ Course Description revised to update grammar errors. ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. <ul style="list-style-type: none"> ○ Sandi informed the group that Competency #1: Advanced Materials was removed due to no learning outcomes listed below. She further stated that CODA standards require tray setups for each procedure, and a standard learning outcome was added to each competency. The learning outcome will read: <i>Select and prepare tray set-ups and all necessary armamentarium and materials for _____ procedure.</i> ○ Sandi also pointed out the changes to the learning domains and level of learning to the group. Liza thanks Dean Stephanie Derfus (Savannah Tech) for helping the Executive Board with those changes. On another note, Sandi explained the changes to the Expanded Duties section of the course. She stated removing items that are not commonly used, such as facebow. Eliminating these items left room for programs to teach the Expanded Duties based on the requirements of the GBoD and the processes done within your community. The programs can always add to the content if desired. ○ Sandi explained that they do not have to teach every Expanded Duty allowed by GA law. However, when issuing the Expanded Duty certificate, the certificate must highlight the Expanded Duties that the student has been taught and certified within. The updated learning outcome only highlights the Expanded Duties, the most common for all the programs. Sandi also pointed out to the group that since CODA requires demonstration for Expanded Duties, the learning domain & level of learning were updated to reflect that CODA requirement. ○ In response, LuzMarina Ibarra asked if the sealants and fluoride content removed from DENA 1030 were added to the course. Sandi explained that sealants and fluoride were already content taught within the Expanded Duties section of this course, and the Executive Board eliminated the lab aspect of the content from the DENA 1030 course to remove redundancy within the program. Sandi elaborated and stated that the theory for the fluoride and sealants content is covered within DENA 1030 to teach students why it's preventive, while the demonstration & clinical aspect of the content is within the DENA 1350 course. LuzMarina thanked Sandi for her response.
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	<ul style="list-style-type: none"> ○ On another note, LuzMarina Ibarra stated that during her recent accreditation visit in February, CODA asked about certifying the student within coronal polishing. LuzMarina asked the group to clarify this CODA standard; she thought that coronal polishing was required only if the dental assistant replaced the sealants. If the dental assistant is not replacing sealants, there is no need for the coronal polishing certification. In response, Sandi stated that she was correct, and a TCC within the curriculum database has been developed for coronal polishing programs interested in certifying their students. Sandi noted that she would elaborate on that TCC later in the meeting. ○ LuzMarina thanked Sandi for the clarification and asked if a licensed dentist from Georgia must sign the Expanded Duties certificates or if the program faculty could. In response, Ivey Spears stated that the dentist checks off at Albany Tech and verifies that the students have completed the expanded duties. The dentist's signature is listed on their extended duties certificate. In response, LuzMarina stated that they do the same at Southern Crescent; however, she also has her signature on the certificate and asked if it should also be listed. ○ In response, Sandi stated that listing both is acceptable since students receive the instruction of expanded duties from content taught within the program, and the doctor verifies that the students have evaluated the skill learned. Sandi asked if there were any further questions, and there were none. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u>DENA 1390: Dental Radiology</u></p> <ul style="list-style-type: none"> ▪ Course Learning Outcomes revised to reflect proper terminology and topics taught within the course. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u>DENA 1400: Dental Practice Management</u></p> <ul style="list-style-type: none"> ▪ Course Description revised to reflect proper terminology and topics taught within the course. IFCC agreed that the computerized skills taught within COMP 1000 are also reflected within the course and additional utilization of dental practice management software. The IFCC agreed that removing COMP 1000 as a requirement from the diploma credential will eliminate the duplication of the material taught in various courses within the program. ▪ Pre-Reqs revised by removing COMP 1000 since it duplicates basic computer skills taught within the DENA 1400 course. ▪ Course Length was revised by increasing the Lecture hours from 1hr to 2hrs. The Regular Lab hours were removed. Modifying these hours decreased the total contact hrs from 45hrs to 30hrs. Adjusting these hours also increased the total credit hours from 1 to 2.
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- Course Learning Outcomes revised to reflect proper terminology, additional computer skills, and other topics taught within the course.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

DENA 1460: Dental Practicum I

- Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1350 and DENA 1390 have been removed as pre-req course requirements.
- Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1350 and DENA 1390 have been removed as co-req course requirements.
- The IFCC agreed with the changes and voted in favor. There were no further objections or concerns to address.

DENA 1470: Dental Practicum II

- Course Description revised to update grammar errors and reflect the accurate topics taught within the course.
- Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1350 has been added as pre-req course requirement.
- Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility. DENA 1350 has been added as co-req course requirement.
- Course Learning Outcomes revised to reflect proper terminology and topics taught within the course.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

DENA 1480: Dental Practicum III

- Course Description revised to reflect accurate topics taught within the course.
- Pre-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility.
- Co-Reqs revised by adding a disclaimer statement to clarify programmatic admissions' flexibility.
- Course Learning Outcomes revised to reflect proper terminology and topics taught within the course.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

AD21: Advanced Dental Assisting

- Program Length, Salary Trends, Occupation Trends, and Program Outcomes revised.

AD21: Advanced Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Co nta	Cre dit

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	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
	DENA 1390	Dental Radiology	75	4
	DENA 1400	Dental Practice Management	30	2
	DENA 1460	Dental Practicum I	45	1
	DENA 1030	Preventive Dentistry	15	1
	DENA 1470	Dental Practicum II	45	1
Total Program Hours			300 315	14 15

- To meet entry-level skills, the DENA 1460: Dental Practicum I was removed as a requirement and placed within the BDA1: Basic Dental Assisting TCC.
- To meet advanced-level skills, the DENA 1030: Preventive Dentistry was added as a requirement. Additionally, adding this course creates streamlined opportunities for colleges offering the AD21 program to begin offering additional TCCs for student advancement within the field.
- To meet advanced-level skills, the DENA 1470: Dental Practicum II was added as a requirement to provide students with the knowledge needed for advancement within the field.
- Overall, the contact hours of the program increased from 300hrs to 315hrs. Additionally, the credit hours increased from 14 hours to 15 hours.
- Program Minimum Age Requirement revised from N/A to 17 yrs of age.
- Program Resources revised.
- Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes.
- Upon review of the chat, the IFCC agreed with the changes and voted in favor.

BDA1: Basic Dental Assisting

- Salary Trends, Occupation Trends, Occupational Analysis, and Program Outcomes revised.

BDA1: Basic Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
	DENA 1050	Microbiology and Infection Control	60	3
	DENA 1340	Dental Assisting I: General Chairside	135	6
	DENA 1080	Dental Anatomy	75 60	5 4
	DENA 1460	Dental Practicum I	45	1
Total Program Hours			315 300	14 14

- To meet entry-level skills, the DENA 1460: Dental Practicum I was removed as a requirement within the AD21: Advanced Dental Assisting TCC and placed within the BDA1 program.

	<ul style="list-style-type: none"> ○ Revisions made to DENA 1080: Dental Anatomy decreased the course from 5 credit hours to 4 credit hours. ○ Overall, the contact hours were reduced from 315 hours to 300 hours, and the credit hours remained at 15 hours. ▪ Program Resources revised. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u>CY71: Coronal Polishing</u></p> <ul style="list-style-type: none"> ▪ Occupation Trends revised. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">CY71: Coronal Polishing (2023)~ Proposed Changes</th> </tr> <tr> <th style="width: 15%;">Course Number</th> <th style="width: 45%;">Course Title</th> <th style="width: 15%;">Contact Hours</th> <th style="width: 25%;">Credit Hours</th> </tr> </thead> <tbody> <tr> <td>DENA 1030</td> <td>Preventive Dentistry</td> <td style="color: red;">45 15</td> <td style="color: red;">2 1</td> </tr> <tr> <td>DENA 1340</td> <td>Dental Assisting I: General Chairside</td> <td>135</td> <td>6</td> </tr> <tr> <td>DENA 1350</td> <td>Dental Assisting II: Dental Specialties and EDDA Skills</td> <td>150</td> <td>7</td> </tr> <tr> <td colspan="2">Total Program Hours</td> <td style="color: red;">330 315</td> <td style="color: red;">15 14</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ○ Revisions made to DENA 1030: Preventive Dentistry decreased the course from 2 to 1 credit hour. ○ Overall, the contact hours of the program decreased from 330hrs to 315hrs. Additionally, the credit hours were reduced from 15 hours to 14 hours. ▪ External Standards revised. ▪ Program Minimum Age Requirement revised from N/A to 17 yrs of age. ▪ Program Resources revised. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p><u>EF71: Radiology/EDDA Cert Dental Assisting</u></p> <ul style="list-style-type: none"> ▪ Program Length revised to 2 semesters. ▪ Program Description, Occupational Trends, Education Programs, Actual Job/Career, Salary Trends, Occupational Analysis, Faculty Requirements and Program Outcomes revised. ▪ Program Minimum Age Requirement revised from N/A to 17 yrs of age. ▪ Program Resources revised. ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. 	CY71: Coronal Polishing (2023)~ Proposed Changes				Course Number	Course Title	Contact Hours	Credit Hours	DENA 1030	Preventive Dentistry	45 15	2 1	DENA 1340	Dental Assisting I: General Chairside	135	6	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7	Total Program Hours		330 315	15 14
CY71: Coronal Polishing (2023)~ Proposed Changes																									
Course Number	Course Title	Contact Hours	Credit Hours																						
DENA 1030	Preventive Dentistry	45 15	2 1																						
DENA 1340	Dental Assisting I: General Chairside	135	6																						
DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7																						
Total Program Hours		330 315	15 14																						

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<i>DA12: Dental Assisting</i>				
<ul style="list-style-type: none"> Program Description, Occupational Trends, Education Programs, Actual Job/Career, Salary Trends, Occupational Analysis and Program Outcomes revised. 				
DA12: Dental Assisting (2023)~ Proposed Changes				
	Course Number	Course Title	Contact Hours	Credit Hours
<i>English Requirement- 3hrs</i>				
	ENGL 1010	Fundamentals of English I	45	3
OR	ENGL 1005	Applied Technical Communication	45	3
<i>Math Requirement- 3hrs</i>				
	MATH 1012	Foundations of Mathematics	45	3
OR	MATH 1005	Applied Technical Mathematics	45	3
<i>Psychology Requirement-3hrs</i>				
	PSYC 1010	Basic Psychology	45	3
<i>Occupational Course</i>				
<i>Select one of the following courses- 3hrs</i>				
	COMP 1000	Introduction to Computer Literacy	65	3
OR	MAST 1060	Medical Office Procedures	75	4
<i>Select one of the following courses- 1hr</i>				
<i>Human Anatomy Requirement-1hr</i>				
	ALHS 1011	Structure and Function of the Human Body	75	5
OR	DENA 1010	Basic Human Biology	15	1
	ALHS 1040	Introduction to Healthcare	75	3
	DENA 1050	Microbiology and Infection Control	60	3
	DENA 1080	Dental Anatomy	75 60	5 4
	DENA 1340	Dental Assisting I: General Chairside	135	6
	DENA 1030	Preventive Dentistry	45 15	2 1
	DENA 1070	Oral Pathology and Pharmacology	30	2
	DENA 1350	Dental Assisting II: Dental Specialties and EDDA Skills	150	7
	DENA 1390	Dental Radiology	75	4
	DENA 1460	Dental Practicum I	45	1
	DENA 1090	Dental Assisting National Board Examination Preparation	15	1
	DENA 1400	Dental Practice Management	45	2
	DENA 1470	Dental Practicum II	45	1
	DENA 1480	Dental Practicum III	225	5
Total Program Hours			1235 1125	55 50
<ul style="list-style-type: none"> External Standards revised. Program Minimum Age Requirement revised from N/A to 17 yrs of age. Program Resources revised. 				

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	<ul style="list-style-type: none"> ▪ Sasha opened the floor for discussion. There was no further discussion, and with no further concerns to address, Sasha asked the IFCC members to utilize the chat function to submit their votes. ▪ Upon review of the chat, the IFCC agreed with the changes and voted in favor. <p>Sandi asked the group if there were any additional questions or comments. There were none. Sandi returned the meeting to Sasha for details on the next steps.</p>
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Conclusion/Action Items

Sasha thanked Sandi and the group again for their hard work and dedication. Sasha explained that the voted-in revisions would require data entry into the curriculum database, which can take a few weeks. Sasha explained that she will create a new version of each revised DENA course, and due to the adjustments of credit/contact hours of some of these courses, it will impact the overall credit/contact hours of the programs these courses are embedded within.

Sasha further explained that the impact of the program's overall credit/contact hours will require a new version of the program, which will initiate the PROBE process. She explained that if the PROBE process is smooth and goes as intended, the PROBE can be approved at a minimum of 90 days after the initial release. However, if there are any obstacles along the way, it can take much longer.

Sasha explained to the group that the best thing for each of them to do to help this PROBE process is to communicate with their college administration about the discussed revisions and discuss your approval of the revisions presented. In conclusion, Sasha stated during each step of the PROBE process, she will keep the IFCC informed via email titled PROBE Status. Sasha asked if there were any further questions, and there were none. Sasha thanked the group for their time and concluded the meeting.

Meeting adjourned at 3:15 pm

Minutes submitted by Sasha Kahiga