

# Faculty Meeting Minutes

April 16, 2020 10:00 a.m. – 12:15 p.m.

**Attendees:** Karen Molumby, Carol Chapman, Clori Atkins, Yessenia Iglesias, Nancy Schuette, Richard Olitsky, Deb Lux, Magdaline Britto and Brenda Schwing.

**Excused:** Natalie Schmidt and Jami Ware

Zoom: <https://fsw.zoom.us/j/608766846> , Meeting ID: 608-766-846

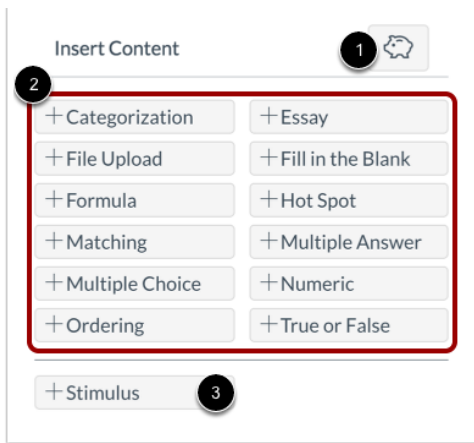
1. **Zoom Meetings** – Add FSW language to all course syllabi for summer 2020. The statement sent out by Jason Dudley will be added to the course syllabus after Section V.

2. **CODA Update**

Review documents attached in email- CODA has given DH programs Temporary Flexibility:

Alternative Assessment Methods (for example, patient vs simulation):

- a. Students should have sufficient patient experiences prior to graduation. Programs may use alternative instructional and assessment methods, including distance education, virtual simulations, Objective Structured Clinical Examinations (OSCE), case studies, and other appropriate methods determined by the program to enable the program to continue to provide curricular content and evaluation of student competence. The program is responsible to ensure the competence of its graduates and to document that the assessment methods used provide a sound measure of competence.
  - b. Program Directors meeting 4/17/2020 – The Florida DH educators will meet on Friday April 14, 2020 to discuss the April 14<sup>th</sup> ruling.
  - c. Florida Program Director's Letter- Faculty were provided a copy of the letter sent from the Program Directors to the Governor. ADHA and ADEA have contacted all Governor's throughout the country to request patient simulation examinations be removed for the Class of 2020.
3. **Budget** – All budgetary funding has been removed from all programs from supplies and lab fees.
4. **Spring Semester Final Grades** –
- a. The deadline for submittal of final examination grades is April 29, 2020.
5. **Summer Release of courses-**
- a. DEH 2804, DEH 2806, DEH 2400 and DEH 2702- May want to put first week of classes on DES 1200C and Perio for DEH 2400 and DEH 2804.
  - b. Faculty office hours zoom requirements- faculty who have courses scheduled for this summer should include zoom office hours when students can contact them.
  - c. Class meeting documentation- Faculty should document interactions with their summer classes when they with the Class of 2021 during the summer.
6. **Office Hours – Template**
- a. Summer session complete attachment - Faculty were given a template for their summer office hours. This template should reflect all work that is being done for preparation of fall 2020 and Spring 2021 courses. The fall semester is scheduled with clinic everyday between the 2021 and 2022 groups.
7. **Front office** – Patient scheduling for fall will begin in May. Two patients/day will be decided upon this format once we determine the number of patients that plan on returning. The two patients/day will more than likely resume in October.
- a. There is a large amount of printing requests needed for fall that Nancy will do from her workstation. Also, Nancy will check in supplies that have been ordered and are in the dispensary.
8. **New Quiz Option Feature in Canvas** –



**9. Online Certification –**

- a. Training request for online conversion for the following instructors

Name	Semester Training	Course Live	Course
Brenda Schwing	Fall 2020	Spring 2021	DEH 1802
Clori Atkins	Spring 2021	Summer 2021	DEH 2804
Karen Molumby	Spring 2021	Fall 2021	DEH 2808 and DEH 2930
Deb Lux	Spring 2021	Fall 2021	DEH 2300 & DEH 2400
Magdaline Britto	Spring 2021	Fall 2021	DEH 1130

10. **Fall Clinic Schedule** – Faculty were provided with the clinic schedule for the fall.

11. **OSHA and HIPAA Training** - August 17, 2020

- a. OSHA presentation – voice over for the OSHA presentation will be completed by Richard
- b. HIPAA – Dr. Britto will update presentation as a voiceover.

12. **President’s message**

- a. Friday, April 17, 2020 – Faculty were reminded to view the Presidents message scheduled for tomorrow.

13. **St. Petersburg BASDH** –

- a. The BASDH meeting will take place on May 11<sup>th</sup> a 11:30 am.

14. **Hu-Friedy**

- a. Instrument Sharpening training will be scheduled after Clori’s final exam in June .

15. **Acceptance Letters** – 18 letters were sent on Monday afternoon on April 13, 2020. As of Tuesday we received 12 confirmations of acceptance for the Class of 2022.

16. **NBDHE Results for Class of 2020**- The NBDHE results were released. The overall Class of 2020 scored 0.56 above the national average for 14-subject areas. The class were slightly under the national average for 8/14 subject areas. The faculty discussed the results and suggested that the program reach out to the A&P department to request a review of material pertaining to Physiology-Chem-Nutrition. This is a category that the program has scored below the national average for the past four years.

17. **Summer Faculty Meetings** -

- a. The faculty determined that we should meet every other week during the summer. Tuesdays at 10:00 was recommended.

18. **Simulation exercises** - The ADHA proposed in their letter to educational programs, “Programs may use alternative instructional and assessment methods, including distance education, virtual simulations, Objective Structured Clinical Examinations (OSCE), case studies, and other appropriate methods determined by the program to enable the program to continue to provide curricular content and evaluation of student

competence”. The following list of competencies were discussed and assigned to a lead instructor to begin the process to develop an assessment method in the event we had a interruption to the program due to a resurgence of the COVID-19 virus in Fall 2020 or Spring 2021.

Competency	Person Responsible
Dental charting	Karen
Local Anesthesia	Magdaline & Deb
DHCP	Brenda
Radiograph Tech Eval	Clori
Radiograph Interpretation	Clori
Radiographic Exposure	Clori
	FMX
	BWX
	PAN
Calculus Removal	Model preparation -Preparation
End- Product	Carol
Nutritional Counseling	Brenda
CAMBRA	Brenda
	<10
	>11
Motor Polishing & Fluoride	Manikins
Prophyjet	Manikins
Capstone - Case Studies	Deb- Magdline - Karen
Assessment	Carol
Intra Oral Camera	Clori
Chart Reviews	Yessenia
DHCP Reviews	Yessenia
Root Planing	Clori
Medicament Placement	Deb and Mag
Re-Evaluation	

Respectfully submitted, Karen Molumby      4/16/2020