

Faculty Meeting Minutes

April 23, 2020 10:00 a.m. – 11:50 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** – Next faculty meeting Thursday, May 7th. We will begin every other week starting May 19, 2020.
 - a. Class of 2020 requested the faculty to join the zoom meeting on Wednesday, April 29th.
 - b. Zoom monitoring of tests for summer was discussed. It is possible to have two devices to monitor students taking their exams.
 - c. Faculty can consider quizlet to obtain questions for course exams to maintain the integrity of their paper examinations.
2. **Advisory Meeting** – Tuesday May 12, 2020. All previous topics that was communicated to the hygiene faculty will be covered in the meeting plus an explanation of what adjustments the program has put into place for the Class of 2020 an 2021 due to the COVID-19 virus.
3. **CODA/BOD Update/Licensure**
 - a. CODA –is in favor of no PTCE. The ADHA and ADEA have written letters to all Governors requesting the PTCE exemption for the Class of 2020.
 - i. This may become the norm going forward. There may be a fee increase added to the NBDHE, CSCE and the Florida Law exam as a solution.
 - ii. Program Directors Meeting April 20th – Programs will need to submit a separate CODA report exclusively detailing the interruption of education and distance education concerning the Class of 2020. This report is due from all dental hygiene programs on May 15, 2020.
 1. Another detailed report will be required for the class of 2021 outlining what changes were implemented during the COVID-19 crisis.
 - b. BOD meeting Monday April 27, 2020 @ 1:00. This is a phone conference specifically to discuss the PTCE.
 - c. CPR verification – 120 days from March 2020 expiration will be the first offering of CPR for healthcare providers.
4. **Spring Semester Final Grades** –
 - a. Deadline for submittal of final examination grades is April 29, 2020.
5. **Summer Release of courses-**
 - a. Rozalind Jester, elearning Director will not permit summer courses to be released early.
6. **Office Hours** – Carol will submit her office hours for approval.
7. **School update on Closing** –
 - a. Alternating work schedules may be instituted. We should hear from the College in the next week about their plans to reopen the college.
8. **Online Certification** –
 - a. Training request for online conversion for the following instructors

Name	Semester Training	Certification Cohort Start Date	Complete By	Course Live
Brenda	Fall 2020	9/7/2020	9/30/2020	Spring 2021

Deb	Spring 2021	2/1/2021	9/28/2021	Fall 2021
Magdaline	Spring 2021	2/1/2021	9/28/2021	Fall 2021

9. **President's message- Graduation announcements** – Graduation videos will be permitted by all graduates who want to include a message. The students will receive their cap, tassel, honor chords and diploma sent from the College for free.
10. **Program Director meeting with Class of 2020/2021-** The last meeting with the sophomores will be Wednesday, April 29, 2020. I will be meeting with the Class of 2021 on Monday, April 27, 2020 to go over the summer schedule.
11. **Acceptance Letters** – 14/18 responses have been received by the incoming 2022 group.
12. **Job announcements and references-** Faculty were informed that students from the Class of 2020 may contact them to be an employment reference.
13. **Chart Reviews and DHCP -** Nancy will send Yessenia the chart review names for the class of 2020/2021 to prepare simulation exercises.
14. **Patient Care Services in the Clinic** – Nancy was asked to identify what changes that we will need to implement in the front office to prevent the transmission of the COVID-19 virus. We will need to create a list of additional supplies and/or equipment that may need to be requested in our budget to accommodate the delivery of patient care services in the clinic.
15. **Simulation exercises/Faculty Workshops-**
 - a. The program will prepare simulation competencies to prepare for the potential resurgence of the COVID-19 virus in fall 2020. The simulation competencies can be used in the event of a student who tests positive for the virus and must be quarantined for 14-days. These simulation exercises can be used potentially as learning activities in future course offerings as the College is looking to go online for all courses and to eliminate face-to-face course offerings.

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	