

Radiologic Technology Program Meeting

Minutes for 08/15/2023

Attendees: James Mayhew, Program Director, Coleen Kubetschek, Clinical Coordinator

The meeting was called to order at 8:10 am.

1. Program updates:

Jim and Tommy Mann have been in discussions about purchasing an energized room for the lab. Tommy said that the money has been agreed to by the school's administration and Jim need to find two other bids besides the one we have from Canon. Jim will try to contact sales reps from Siemens and GE.

The full-time professor job will be posted this afternoon. Jim will put together a Search Committee ASAP.

Jim is putting together a Program Assessment Committee to review and make recommendations about the program's assessment plan. This committee will convene as soon as everyone is back for the start of the semester.

2. Returning students:

Mason Kensington is interested in returning for the Spring Semester in 2024. Jim has responded to Mason's email and told him that he needs to register for the two classes he needs (RTE 1513 and RTE 1613). He also needs to make an appointment with Jim and Coleen in the Fall Semester to make sure he is on the right track to be successful and that he will meet all of the necessary steps to return to clinicals in the summer.

Sydney Thomas is eligible to return for her second-year in the Spring Semester, but she has not contacted Jim or Coleen yet.

3. Clinical issues:

Coleen is concerned that Gulf Coast is not allowing more than one student to be scheduled in the ED at a time. She believes that this is a waste of valuable clinical experiences. She will talk to Annette and Robbie to see if a mutually agreeable plan can be made to put two students there.

Coleen has contacted the CIs to ask if they can perform the following competencies at the sites: gloving, sterile trays, and vital signs. Dave and Patrick have not responded yet.

Coleen is working with Mike to troubleshoot Trajecsys and the competency reports that are produced. She will contact the person at Trajecsys.

4. Curricular changes:

Jim reviewed the proposal that will be put forward to the Curriculum Committee which includes the removal of the computer course requirement and the addition of a one-credit lab course for the fall, spring, and summer semesters. This will also require the re-numbering of all of the clinical courses to better meet the state common numbering system.

5. Simple syllabus:

Jim indicated that most of the program's course syllabi have been converted to Simple Syllabus and approved. Coleen and Jim need to review the syllabi for the clinical courses to make the grading system clearer to students. They will meet this afternoon to do so.

Meeting was adjourned at 8:48 am.