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**RESPIRATORY CARE PROGRAMS**

**Faculty Planning Meeting**

July 24, 2023, 4:00 PM

**Agenda/Minutes**

Attendance:

Genny Baballeku, RRT Program Coordinator (starting Aug 1)

Jean Newberry, RRT-NPS, ACCS Program Director Respiratory Care

Heather O’Connell, RRT, CPFT Faculty Respiratory Care & BS-CPS

DCE position

* Starting August 1, Genny will be taking over the DCE position. Paperwork will be filed with CoARC next week.
* Heather has been introducing Genny to clinical sites/staff/managers/directors
* Heather and Genny have been working on Trajecsys, scheduling and orientation paperwork for the second year students.

Fall schedule

* Sindee retirement August 2023. Genny will be taking over RET 2234C. They have met numerous times to go over the material/Canvas site. Genny, Heather and CA will be covering the lab portion of course together.
* Genny will be added to Canvas as instructor once approval of FQF is done.
* Genny will be assigned clinic course as well.
* Heather will be teaching RET 2254C as in the past. Heather, Genny and a CA will be covering the lab portion together.
* Jean will be taking over RET 1024
* Joe Buhain will teach RET 2714. This course is set up as blended. Jean and Joe have gone over this course with him. The days the students come in for class will be for simulation / hands on activities.
* Heather—
	+ RET 2254C load of 6
	+ RET 2234 C (lab only) load 3
	+ HSC 4652 load 3
	+ RET 4933—load 3
	+ Overload HAS 4184 load 3
* Genny
	+ RET 2234C
	+ RET 2874L
	+ RET 2254C (lab only)
* Jean
	+ RET 1024 load 3
* Joe Buhain
	+ RET 2714 load 2
	+ BS
		- Heather will be teaching some of Sindee’s courses and has discussed the course with Sindee.
		- Class of 22 have been enrolling in the BS program. 6 have enrolled as yet.
		- A few from previous graduating classes have enrolled as well.