



## Agenda

CVT Team Meeting

Friday, February 17<sup>th</sup>, 2023

9:00-10:00am EST

Platforms – Zoom

[Link](#)/Meeting ID: 883 7985 1216/Passcode: 175544

TOPIC	DESCRIPTION
CHECK-IN	Start Strong: How are you? Do you need anything? Concerns
CURRICULUM CHANGES	Changes submitted 12/12/23 Curriculum Meeting 03/2023 Course fees to be adjusted per class Will affect Fall 2023
FINAL SCHEDULE DRAFTS SUMMER & FALL	Review Handout
TEXTBOOK ADOPTION	Faculty/Staff discuss books for adoption AY 23-24
APPLICATIONS	Current Amount
LAMBDA NU	Where we are? What students qualify?
SCHULTZ FAMILY FUNDING	Board Prep fees \$295.00/student grant What the team wants to use this money for? – G&S/RCIS Prep + How will this impact our students?
OER	<b>OER Institute for CVT</b> FSW/ACVP/FVC February – December 2023 (Exclude June, July, & October) Every 3 <sup>rd</sup> Friday at 10:00AM Goals: <ol style="list-style-type: none"> <li>1. Introduce faculty/staff to open educational resources and licensing practices.</li> <li>2. Provide instructions on how to navigate and identify adequate open educational resources.</li> <li>3. Provide instruction on how to create and publish open educational resources.</li> <li>4. Provide instruction on creating and utilizing H5P in the Canvas course.</li> </ol>

5. Provide instruction on implementing practices of H5P with open educational resources for course delivery and design.

<b>STEM EVENT</b>	<b>February 25<sup>th</sup>, 2023 9:00AM</b>
<b>INVENTORY &amp; EQUIPMENT UPDATES</b>	Ideas? The Plan Expecting 100 students What we have vs. what we need Mentice Status Update Inventory Update Wall Fix
<b>CVT HANDBOOK</b>	Faculty/Staff Review Submit updates <b>03/03/23</b> 11:59pm <a href="#">Digital Link for Revisions</a>
<b>CLINIC SITES</b>	MOUs – 2 <sup>nd</sup> Draft Cardiac Cath Pack Pick Up for CVT 1800L – How many have been collected? Clinic Probation? UPDATE – Memorial
<b>CVT PINNING</b>	<b>06/24/23 ~10:00AM</b> <b>Awardees</b> <b>50/50 Raffle</b>
<b>ADDITIONAL QUESTIONS OR CONCERNS</b>	
<b>ADJOURNMENT</b>	

# CVT Meeting – 02/17/2023

*Date | time* 2/17/2023 9:00 AM | *Location* Zoom

Meeting called by	Lena Scott, Program Director	Attendees: Ray Lenius, Faculty, Halley Bennett, Instructional Staff/Clinical Coordinator, Dr. Nicole Cobb, Adjunct, Lena Scott, Program Director  Please read: Agenda
Type of meeting	CVT Team Meeting	
Facilitator	Lena Scott, Program Director	
Note taker	Lena Scott, Program Director	
Timekeeper	Lena Scott, Program Director	

## Agenda Items

Topic	Presenter	Time allotted
<input type="checkbox"/> Check-In	All	30 mins
<input type="checkbox"/> Curriculum Changes	Lena Scott	5 mins
<input type="checkbox"/> Summer & Fall Course Scheduling	All	5 mins
<input type="checkbox"/> Textbook Adoption	Lena Scott	5 mins
<input type="checkbox"/> Applications	Lena Scott	5 mins
<input type="checkbox"/> Lambda Nu	Lena Scott	5 mins
<input type="checkbox"/> Schultz Family Funding	Lena Scott	5 mins
<input type="checkbox"/> OER	Lena Scott	2 mins
<input type="checkbox"/> STEM Event	All	5 mins
<input type="checkbox"/> Inventory & Equipment Updates	Lena Scott	5 mins
<input type="checkbox"/> CVT Handbook	Lena Scott	5 mins
<input type="checkbox"/> Clinic Sites	Halley Bennett	5 mins
<input type="checkbox"/> CVT Pinning	All	5 mins
<input type="checkbox"/> Additional Questions & Concerns	All	5 mins +

## Other Information

### Special notes:

- Check In
  - All faculty and staff stated that things were fine.
- Curriculum Changes
  - Next curriculum committee meeting March 3<sup>rd</sup>, 2023.
  - Working on changing course fees pending curriculum committee approval.
- Final Schedule Drafts for Summer & Fall

- Summer Schedule 2023
  - CVT 1801L
    - Move lab to Tuesday afternoon
      - Will keep students from coming to the campus more than once a week.
  - CVT 2920
    - Move to Monday afternoon
  - CVT 2842L
    - Change to T, W, Th, & F
- Fall Schedule 2023
  - No changes were submitted.
- PD Scott stated that we will continue to share each other courses and be placed on them as we were in the past. This increases the team dynamic and let's everyone see what's going on in each other's courses.
- Textbook Adoptions
  - No changes submitted for Summer 2023. Invasive Cardiology should be the 4<sup>th</sup> edition.
  - Team will need to approve CVT 1000 course book.
- Applications
  - Currently 11 applicants. Following up with marketing for social media marketing and to see when the TVs will be back up and running.
- Lambda Nu
  - Currently waiting on the account to be created so that we can get it chartered before the end of Spring semester.
- Schultz Family Funding
  - Grant funds have been distributed to help with the cost of board prep fees. The team will review the RCIS Prep + software later this month. We need to be able to discuss how this will impact our students.
- OER
  - Starts this Friday! This is an institute created by FSW and FLVC that has been promoted by ACVP.
- STEM Event
  - 2/25/23
  - Expecting 100 students
  - Students will rotate through stations and will see a short presentation.
  - Students Blanca and Danielle are volunteering to help.
- Inventory & Equipment Updates
  - Inventory order still coming in.
    - Pressure bags are due.
  - Wall in A 207 B will be fixed 2/22-24/23.
- CVT Handbook
  - All revisions asked to be submitted 03/03/23 11:59pm via electronic form.
    - None have been submitted yet.
- Clinic Sites
  - Clinical Coordinator Bennett and PD Scott met with Memorial on 1/31/23. We will not be using them for a clinic site moving forward due to Complio and onboarding issues.
    - We will use Mount Sinai who can take up to 4 students and can help with housing.
  - No cath packs have been picked up yet.
    - Will ask the students to bring them in.
- CVT Pinning
  - 6/24/23 ~10:00am
  - Possible Awardees:

- Director's Award
    - Monika Dunlay
  - Academic
    - Shebelle or Lindsay
  - Jeff Davis Award
    - Danielle Wuss
- Additional Questions or Concerns
  - PD Scott asked the team to remember that implementation of Simple Syllabus is coming soon. Please keep your eyes open for it.