



Agenda

CVT Team Meeting

Friday, August 16th, 2024

9:00-10:00am EST

[Zoom Link](#)/A 115

TOPIC	DESCRIPTION
CHECK-IN	Check-In Curriculum Update – What works? What doesn't? What updates are needed?
PROGRAM REVIEW	AASPIRE Program Data
STUDENT UPDATE	Enrollment (22) A few may be missing: Alea M. Gabriel C. Seble B.
ATTENDANCE VERIFICATION	Due by August 27 th , 2024
CLINIC	Any updates?
INVENTORY & EQUIPMENT UPDATES	Pegboard (It's here!) Back table (It's here...or on the way) Do we need anything?
NON-INVASIVE PROGRAM	We did not receive the funding but there are still people inquiring and asking about the program. They have also asked about creating a CST program.
SPRING COURSES & BOOKS	CVT 2920 – Lena (3) CVT 2841L – Halley (6) CVT 1801C – Halley (4) CVT 2620 – Ray (Adjunct) (3) CVT 2420 – Halley (3) *Will check on loading for Clinical Coordinators* Are the books changing?

**CVT ADVISORY BOARD MEETING &
PINNING CEREMONY**

Last day of classes 04/22/2025
Proposing – Tuesday, April 15th, 2025
(Meeting)

Proposing – Friday, April 25th, 2025
(Pinning Ceremony)

Required training for all 8/31/2024

EMERGENCY REMOTE TRAINING

**ADDITIONAL QUESTIONS OR
CONCERNS**

ADJOURNMENT & THANKS

CVT Meeting – 08/16/2024

Date | time 8/16/2024 9:00 AM | *Location* Zoom

Meeting called by	Lena Scott, Program Director	Attendees: Ray Lenius, Faculty, Halley Bennett, Instructional Staff/Clinical Coordinator, 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	5 mins
<input type="checkbox"/> Program Review – Program Data	Lena Scott	2 mins
<input type="checkbox"/> Student Update	Lena Scott	2 mins
<input type="checkbox"/> Attendance Verification	Lena Scott	2 mins
<input type="checkbox"/> Clinic	Halley Bennett	5 mins
<input type="checkbox"/> Inventory & Equipment Updates	Lena Scott	2 mins
<input type="checkbox"/> Non-Invasive Program	Lena Scott	1 min
<input type="checkbox"/> Spring Courses & Books	Lena Scott	5 mins
<input type="checkbox"/> CVT Advisory Board Meeting & Pinning Ceremony	Lena Scott	1 min
<input type="checkbox"/> Emergency Remote Training	Lena Scott	
<input type="checkbox"/> Additional Questions or Concerns	All	
<input type="checkbox"/> Adjournment and Thanks	All	1 min

Other Information

Special notes:

- Check-In
 - The team discussed the previous Spring semester and reviewed the curriculum changes.
 - Adjunct Professor Lenius is worried about not having enough time to teach his CVT 2421 course due to the credit change. The team talked about making curriculum changes to fine tune the topic outlines and course learning objectives. The team is looking at removing the medical terminology course and adding the credit hours back into CVT 2420 and 2421.

- Program Director Scott also reminded the team that if the non-invasive program was approved that we would removed both medical terminology and microbiology from the general education courses to make sure that there was enough time for the other program.
 - Team also discussed removing the peripheral content out of CVT 2805 in the summer and covering that material in CVT 2205.
- Program Review
 - Program Director Scott told the team about the program review data provided by team AASPIRE. The link to the document was shared for their review.
- Student Update
 - We have accepted 22 students. There have been issues with registration. The team was asked to note that Alea M., Gabriel C., and Seble B. may not be on their roster but are in the program.
- Clinic
 - Sarasota is opening a program so we are losing them as a site.
 - Lakewood Ranch reached out for more students but did not respond to having a Zoom meeting. We will follow up with them via email.
 - Clinical Coordinator stated that with our numbers increasing she is worried about having places for everyone to go.
 - Clinic MOUs
 - TGH -signed
 - Gulf Coast – signed
 - Health Park – signed
 - NCH – signed
 - Manatee – legal counsel declined
- Inventory & Equipment Updates
 - Pegboard is here and waiting to be mounted on the wall!
 - Back table is here and waiting for maintenance to put it together.
 - We will reorder gowns and gloves this semester. We will also check to make sure we do not need anything else.
- Non-Invasive Program
 - Dean Such is completing a new grant and asking for \$3 million to cover the cost of the ultrasound equipment.
 - We were not approved for this grant before Dean Such left.
 - There are asks about creating a CST program.
- Spring Courses
 - The team reviewed the Spring semester draft:
 - CVT 2920 – Lena (3 credits)
 - CVT 2841L – Halley (6 credits)
 - CVT 1801C – Halley (4 credits)
 - CVT 2620 – Ray Adjunct (3 credits)
 - CVT 2420 – Halley (3 credits)
 - We will check on loading and discuss if CVT 2420 and whether Halley will keep this course. Ray is available to take an additional course.
 - No book changes reported for Spring 2025.
- CVT Club Pinning
 - Program Director Scott proposed the pinning ceremony be on April 25th, 2025 (Friday)
- CVT Advisory Board Meeting
 - Program Director Scott proposed the pinning ceremony be on April 15th, 2025 (Tuesday)
- Emergency Remote Training
 - This is required training for everyone. Please sign-up and complete as soon as possible.

- Additional Questions or Concerns
 - None

Meeting adjourned 9:36 AM