



Agenda

CVT Team Meeting

Friday, September 20th, 2024

10:30-11:30 AM EST

[Zoom Link](#)/A 115

TOPIC	DESCRIPTION
CHECK-IN	Check-In Do you need anything? Are there any students that we are worried about? (CVT Student Issue- IX)
CLINIC	Any updates?
INVENTORY & EQUIPMENT UPDATES	Ordering: Sterile Towels IV Start-Kits Do we need anything else?
NON-INVASIVE PROGRAM	Completing new grant form...
SPRING (SCHEDULE) COURSES & BOOKS	CVT 2920 – Ray (Adjunct) (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* - Consultant & Dean looking into now
CVT ADVISORY BOARD MEETING & PINNING CEREMONY	Last day of classes 04/22/2025 Proposing – Thursday, April 17th, 2025 (Meeting) Proposing – Friday, April 25th, 2025 (Pinning Ceremony)
CURRICULUM CHANGES	CVT 2842C Course Number Change – Need Help Removing Medical Terminology – CVT 1000 Update (Ray feedback on the book) Redistribute credit hours

We will remove Microbiology as well if non-invasive program is approved

Review topic outlines:

CVT 1200

CVT 1800C

CVT 1801C

CVT 2205

CVT 2420

CVT 2620

CVT 2920

**ADDITIONAL QUESTIONS OR
CONCERNS**

ADJOURNMENT & THANKS

CVT Meeting – 09/20/2024

Date | time 9/20/2024 10:30 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"/> Clinic	Halley Bennett	5 mins
<input type="checkbox"/> Inventory & Equipment Updates	Lena Scott	2 mins
<input type="checkbox"/> Non-Invasive Program	Lena Scott	2 mins
<input type="checkbox"/> Spring Schedule Courses & Books	Lena Scott	5 mins
<input type="checkbox"/> CVT Advisory Board Meeting & Pinning Ceremony	Lena Scott	2 mins
<input type="checkbox"/> Curriculum Changes	Lena Scott	1 min
<input type="checkbox"/> Additional Questions or Concerns	All	
<input type="checkbox"/> Adjournment and Thanks	All	1 min

Other Information

Special notes:

- Check-In
 - Each team member was asked if they needed anything and if they were worried about any students.
 - Halley
 - Peyton – missed two classes
 - Megenson – technical skills
 - James – missed assignments
 - Madison – Title IX issue that has been reported to HR
 - Marcus – behavior in clinic (being on the phone)
 - Ray
 - No students that he is worried about.

- Clinic
 - Looking to use Lakewood Ranch in the Spring.
 - 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
 - Current plans are to order the following:
 - Sterile towels
 - IV start kits
- Non-Invasive Program
 - PD Scott is completing a new grant due at the end of October for the non-invasive program.
- Spring Courses
 - The team reviewed the Spring semester revised draft:
 - CVT 2920 – Ray Adjunct (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 17th, 2025 (Thursday)
- Curriculum Changes
 - PD Scott asked the team for help in finding a replacement course number for CVT 2842C since there were issues with the number coming before CVT 2840L and CVT 2841L.
 - Ray and Halley stated that they would look and see what was available.
 - Program will remove the follow general education requirements:
 - Medical Terminology 3 credits
 - Microbiology 4 credits
 - Will be removed if the non-invasive program is approved.
 - Credits will be redistributed to CVT courses.
 - We will review the topic outlines and CLOs of:
 - CVT 1200
 - CVT 1800C
 - CVT 2205
 - CVT 2420
 - CVT 2620
 - CVT 2920
- Additional Questions or Concerns
 - None

Meeting adjourned 11:15 AM