



## Agenda

CVT Team Meeting

Friday, December 13<sup>th</sup>, 2024

9:00-10:00 AM EST

*Zoom/A 115*

TOPIC	DESCRIPTION
<b>CHECK-IN</b>	Check-In What went well? What did not go well? What can we change moving forward? Retention: We lost ~8 students from freshmen class (61.9% retention) Pictures for graduating cohort
<b>CLINIC</b>	Any updates?
<b>INVENTORY &amp; EQUIPMENT UPDATES</b>	Lab equipment ordered and most is upstairs in the lab.
<b>NON-INVASIVE PROGRAM</b>	Grant was not approved. VPAA is taking the proposal to the cabinet. Curriculum was approved.
<b>CVT ADVISORY BOARD MEETING &amp; PINNING CEREMONY</b>	Last day of classes 04/22/2025 Thursday, <b>April 17<sup>th</sup>, 2025</b> (Meeting) Friday, <b>April 25<sup>th</sup>, 2025</b> (Pinning Ceremony)- Need a time UPDATE ON LOCATIONS AVAILABLE Awards: Jeff Davis - Ray Lenius - Academic - Highest GPA Luke Clinical -
<b>CURRICULUM CHANGES</b>	All changes were approved for Fall 2025 CVT 2842C Course Number Change – Not updated Fall 2025 credit hours CVT 2420 4 (+1) CVT 2421 4 (+1) CVT 2840L 8 (+3) CVT 2841L 8 (+2)
<b>CAAHEP ACCREDITATION</b>	Annual Report 2024 – Submitted

**SIMPLE SYLLABUS**

Please have syllabi updated and completed by January 3<sup>rd</sup>, 2025.

**ADDITIONAL QUESTIONS OR CONCERNS**

**ADJOURNMENT & THANKS**

# CVT Meeting – 12/13/2024

*Date | time* 12/13/2024 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"/> 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"/> CVT Advisory Board Meeting & Pinning Ceremony	Lena Scott	5 mins
<input type="checkbox"/> Curriculum Changes	Lena Scott	2 min
<input type="checkbox"/> CAAHEP Accreditation	Lena Scott	1 min
<input type="checkbox"/> Simple Syllabus	Lena Scott	1 min
<input type="checkbox"/> Additional Questions or Concerns	All	1 min
<input type="checkbox"/> Adjournment and Thanks	All	1 min

## Other Information

### Special notes:

- Check-In
  - The team reviewed what went well and did not go well this semester.
    - We lost 8 students from the freshmen cohort (61.8%).
      - The course schedule was overwhelming for the freshmen. Look at separating the courses more through the week. Instead of having the students come two days, make them come three days.
      - Hurricanes set us back.
      - Freshmen struggled with gas exchange.
      - We need to increase course hours for CVT 2421.

- Students missed shunts
  - We will need to find someone new for pictures this semester.
  - Sophomore cohort was way more challenging this semester with tardies and absences.
  - Freshmen were really engaged and kept instructors in the loop on days that they would be late.
  - Pharmacology went better with the new course design. However, students struggled because they would not read the directions.
- Clinic
  - Halley stated that students are doing well.
    - Jacob and Madison are the top two.
    - We will need to keep an eye on Clemencia.
  - Clinic MOUs
    - TGH -signed
    - Gulf Coast – signed
    - Health Park – signed
    - NCH – signed
    - Manatee – legal counsel declined
- Inventory & Equipment Updates
  - Items arrived but need to be put up in the lab.
- Non-Invasive Program
  - Grant from FutureMakers was not approved. The administration is taking it to the state for funding. We will know something next year.
- CVT Advisory Board Meeting & Pinning Ceremony
  - The meeting will be held on Thursday, April 17<sup>th</sup>, 2025 in A 207. The pinning ceremony will be on Friday, April 25<sup>th</sup>, 2025. Due to construction, the AA 177 room will not be available for use so we will need to use another space.
    - PD Scott to reserve the previous location (theater) for pinning.
    - Halley stated that there is no money in the club account and that the students will need to fundraise.
  - Awards
    - We will not award the Jeff Davis award this year.
    - Ray Lenius – Madison Myer
    - Academic – Luke Campbell (highest program GPA)
    - Clinic - Jacob
- Curriculum Changes
  - The team did not have updates on other course numbers that would replace CVT 2842C.
  - Ray provided feedback on the medical terminology book that we will use for CVT 1000.
  - Course credits will be distributed as follows:
    - CVT 2420 4 (+1)
    - CVT 2421 4 (+1)
    - CVT 2840L 8 (+3)
    - CVT 2841L 8 (+2)
  - We will continue to review the topic outlines and CLOs of program courses.
- CAAHEP Accreditation
  - The annual report has been submitted to the team and administration for feedback and revision.
    - No feedback given.
  - If the non-invasive program is approved we will submit both programs for accreditation (continuing accreditation for the invasive program):

- Self-Study – April 1<sup>st</sup>, 2026
- Site Visit – Late Summer/Early Fall 2026
- JRC-CVT Agenda – October 2026
- CAAHEP Agenda – November 2026
- Simple Syllabus
  - The team was asked to have all syllabi updated and completed by January 3<sup>rd</sup>, 2025.
- Additional Questions or Concerns
  - PD Scott asked the team to review the CVT Handbook policies as we move into the next cohort and will need to make some updates.
  - Halley stated that her last day will be the day of pinning.

Meeting adjourned 9:28 AM