Radiologic Technology Program

Faculty Meeting

1/15/2025

Attendees:

Coleen Kubetschek, Clinical Coordinator

Jim Mayhew, Program Director

Mike McNiskin, Program Coordinator

Meeting was called to order at 3:00 PM.

1. Coleen is contacting reference for the Program Director position. She is having difficulty with two of the three for the Search Committee’s first candidate.
2. Coleen is completing midterm PDAs for first- and second-year students.
3. Ortho Collier is looking to find a time to schedule an orientation for their Clinical Instructor. When this can be completed, we will start rotating students there.
4. Mike is formalizing the curriculum for his summer and fall classes. He indicated that he will not be using a book for Medical Terminology in the fall and he would like to recommend using a new book for the labs: “Radiographic Image Analysis”.
5. The second-year students have requested the date of June 20th for their Pinning Ceremony. They are working with Tamra to secure a room (probably U-102?) and determine a start time.
6. Jim indicated that the Kettering Registry Review Seminar is scheduled for June 18th and 19th. Since the 18th is the last class day for Registry review class, an adjustment in the class schedule will need to be made.
7. The program’s Outcomes Assessment plan was distributed and reviewed. Jim is waiting to finalize it until more Graduate Surveys are obtained. When they are, he will tabulate those data and fill in the appropriate parts of the plan. When completed, Jim will send it to Dr. Schott fore review and then to Jason at the JRCERT for his impressions. The plan will be sent with a Status Report to the JRCERT by the March 28th due date.
8. HLC (the Higher Learning Commission) will be making an accreditation site visit to the school on March 31st and April 1st. We will be informed after Spring Break if we are scheduled to meet with the site visit team. The college administration will be holding meeting pertaining to the site visit this week.
9. Jim indicated that it was time to review any budget requests for the upcoming year. With the three new energized labs being built and the necessary ancillary equipment (phantoms, etc.) already budgeted for, there is no current requests for additional funding.
10. Jim asked if there were any ideas for technologists that we could hire as Clinical Associates? The program has a fair amount of lab fees available to be used as salary for these CAs. Coleen and Mike with review recent graduates to see if there are any that might be a good fit and available.

The meeting was adjourned at 3:50 PM.