

Radiology Staff Meeting – 5/5/2026 Time: 10:00a Location: A-125

Meeting Facilitator: Rendy Petrin, Program Director
Attendees: Rendy Petrin, Program Director
Coleen Kubetschek, Clinical Coordinator
Michael McNiskin, Program Coordinator

Agenda Items

| Topic | Presenter | Time Allotted |
|-----------------------------------|-----------|---------------|
| 1. Review Old Minutes | Rendy | 2 min |
| 2. Student Application Reviews | All | 3 min |
| 3. New Student Interview Schedule | All | 5 min |
| 4. Virtual Medical Coaching App | All | 5 min |
| 5. Attendance Policy | All | 10 min |
| 6. JRCERT Townhall Meeting | All | 5 min |
| 7. Roundtable Discussion | All | 20 min |

Discussion

- Old Minutes:** Old minutes reviewed. No changes.
 - Follow-up:** Only item from old minutes is the clinical site surveys. There was a problem with the surveys, and they may have to be re-done in the summer semester. Rendy to review.
- Student Application Reviews:** We are all in the process of reviewing student application for the Fall semester. We are utilizing the new scoring sheet and will have to see how it works compared to the old system
 - Follow-up:** FYI only
- New Student Interview Schedule:** Discussed the dates and times that we are going to schedule the student applicants for the Phase II interview. Have decided on May 11, 15, 18, and 22. If we need additional days, we can add on May 29. The goal will be to select 35 students plus 6-8 alternates.
 - Follow-up:** Schedule agreed to. FYI only
- Virtual Medical Coaching VR App:** The consensus from the group is not to move forward with purchasing this app currently since it has limitations and limited benefit
 - Follow-up:** Will let technology staff know that we do not wish to move forward and for them to possibly keep an eye out for other vendors as they come along
- Attendance Policy:** All the program student handbooks are being reviewed in order to try to come up with some standardization on what needs to be included. One of the areas is attendance. We need to determine if we want to enforce attendance for the didactic classes. It is already decided that we will enforce attendance for the practicum and positioning lab courses, which are all RTE courses that end in “L”. If

- a. **Follow-up:** We still have time to determine if and what our attendance policy will be for didactic courses. If we enforce attendance for those courses, then we also need to determine what constitutes an excused absence. Will need to finalize this by end of summer semester.
6. **JRCERT Townhall Meeting:** All staff have signed up to participate in the virtual JRCERT Townhall meeting on draft 1 of the 2031 standards revision. Meeting will take place immediately following this meeting.
 - a. **Follow-up:** FYI only
7. **Roundtable Discussion:**
 - a. No time for further discussion due to JRCERT Townhall Meeting.
 - i. **Follow-up:** None

Meeting adjourned at 10:50am