

Meeting Facilitator: Rendy Petrin, Program Director
Attendees: Rendy Petrin, Program Director
Coleen Kubetschek, Clinical Coordinator
Michael McNiskin, Program Coordinator
James Mayhew, Adjunct Professor
Jonelle Nordstrom, Adjunct Professor Excused

Agenda Items

Topic	Presenter	Time Allotted
1. Review of old minutes	All	5 min
2. Emergency Remote Training Review	All	5 min
3. SB 742	Rendy	5 min
4. Course Syllabi	Rendy	5 min
5. High School Equivalent Classes	Rendy	5 min
6. Program Capacity	Rendy	10 min
7. Handbook Update	Rendy	15 min
8. Miscellaneous Discussion	All	15 min

Discussion

1. Old minutes reviewed and approved with no changes. No items of follow-up needed
 - a. Follow-up: FYI only
2. Everyone should review their emergency remote training and hurricane plans
 - a. Follow-up: FYI only
3. SB 742 is a state mandate that requires colleges to designate 6 program degrees for money back guarantee on tuition paid if the students are unable to find employment within 6 months after graduation (with some conditions). The 6 programs are: Dental Hygiene AS, Fire Science Technology AS, Nursing AS, Physical Therapist AS, Radiologic Technology AS, and Respiratory Care AS
 - a. Follow-up: FYI. We have always met this goal with 100% job placement
4. All course syllabi must be accessibility compliant and must include:
 - a. The course curriculum
 - b. Goals, objectives, and student expectations
 - c. Required and recommended textbooks and instructional material
 - d. Student assignments, including assignment title, brief narrative description and applicable readings
 - e. How student performance will be measured and evaluated, including the grading scale and methodologyConditional formatting is also available to enter information that is carried across to all program courses.
 - f. Follow-up: Everyone should have all their syllabi up to these standards at this point
 - g. Follow-up: Rendy will work with staff and IT to develop conditional formatting items
5. High school equivalent classes: MAC 1105 (College Algebra) was offered in high schools in 25-26 and will be expanded to 26-27. U.S. History course is coming to Lee County as a pilot. If high school students pass these

courses (which are not dual enrollment courses) while enrolled in high school, they will be awarded college credits, and these credits will be applied as prerequisites to further college study

- a. Follow-up: FYI only
6. Program capacity: The program is accepting 36 students this year. This is possible because we added new clinical sites at Peds Ortho Fort Myers and Naples, and HSS at NCH MSK clinic in Naples. We also added Radiology Regional in Naples back and Fawcett increased the number of students we can send to them. The goal for next year is to enroll 40 students since we still have a very high demand in applications to the program (420 this year).
 - a. Follow-up: Rendy will submit a Program Total Capacity Change request to the JRCERT asking to increase our program capacity from 70 to 80 which will allow the cohort increase.
7. Handbook Update: The student handbook has had some major changes/additions which were reviewed.
 - a. Follow-up: Rendy will send out an email of the handbook to everyone with the changes highlighted in yellow for quick reference. The highlighted version will also be sent out to the first- and second-year students for their review and acknowledgment.
8. Miscellaneous Discussion:
 - a. Nothing to note

Meeting adjourned at 3:50pm