

Dean

Araceli Aguiar

Division Chair

Carmen Dones

Faculty

Full time

Carlos Sermeno
Lisa Kamibayashi
Joy Ogami-Avila
Yervant Boghos

Adjunct

Eleanor Padnick
Margo Liewen
Arvie Malik
Sandy Schneidwind
Marsha Center
Diane Goldenring
Joanne Fine
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Lorene Brame
Juan Carlos Castillo
Claudia Velasco
Todd Legassik
Christina Tannious
Verej Isanians

Meeting Minutes

West Los Angeles College
Allied Health Department
Division Meeting
May 12, 2014, MSA 103
Call to order 5:37pm
Meeting end: 7:58pm

Attendees: Araceli Aguiar, Carmen Dones, Carlos Sermeno, Joy Ogami Avila, Eleanor Padnick, Sandy Schneidwind. Via CCConfer: Lisa Kamibayashi, Arvie Malik, Cynthia Chambers, Marsha Centers

1. Welcome
2. State of the college/Budget:
 - a. AFT Guild President: Olga Shewfelt elected
 - b. Academic Senate President: Adrienne Foster (possible revote; need faculty's feedback on revote)
 - i. Needed to sign the back of the envelop in order for your vote to count
 - c. Carmen did not run for VP of academic affairs due to projects in process; BS degree in DH, clinic opening, TACCT grant.
 - d. TAACT grant update
 - i. Badges, course development
 1. Badges (CPR certification, radiation licensure etc.) would be collected and transferable between academic institutions.
 - ii. Funds to run programs: dental assisting/pharm tech
 1. Courses for dental assisting program have been created. Need final approval.
 2. Pharmacy tech still being offered through Westside extension. Carmen considering archiving courses because courses have to be running.
3. SLO-Calendar and Assessments
 - a. Discussion on SLO assessments : 2012-2013 cycle completed. Now we need to work on the 2013 – 2017 cycle.
 - i. Joy will send out an email with instructions on what is due and how to complete assessments
4. Program review
 - a. Prioritization List status
 - i. Radiology maintenance budget was highly ranked

Next meeting: last meeting of semester 6/2/14 11:30 am

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- ii. EKG machine was highly ranked
- b. Equipment needs
 - i. Need to be submitted to Carmen (due in August).
 - 1. Carlos would like to sign-up for training on the dental operatory units/chairs.
- 5. Program status/CE courses/Curriculum
 - a. Pre-reqs update (work w/Chair): Contact Carlos or Carmen if you need to update your course.
 - i. Last tech review today – 106 has been updated, 150 still in progress
 - b. Catalog update (Due) – Program SLO's need to be updated because they will be going to print this summer. Aguiar addressed the need to review the current catalog and make corrections as needed/redline, and then meet with chair to discuss changes.
 - c. Medical Assisting:
 - i. Computer room issues resolved: sufficient computers are being provided
 - ii. Advisory Board meeting was combined with job fair.
 - 1. Great industry feedback
 - a. Requested improvement regarding student's soft skills (resumes/interview skills, communication).
 - iii. Job Fair – Organized by Juan-Carlos. Very good turnout from students and industry looking to hire students.
 - d. EMT/ Paramedic: AS in Para-medicine approved by Academic Senate. Program is contract Ed; students earn an A.A. degree from West.
 - e. CNA / Acute Care Nurse:
 - i. Hiring: Application deadline 5/30/14 – encourage applicants to apply
 - ii. Certificate of Achievement status
 - 1. District Dean's meeting-reservations/pushback because of the word "professional" in title. You cannot be a professional group without a board.
 - 2. Curriculum comm. Update/cert –approved
 - 3. Nezy ALS Certified for nursing students
 - f. Pharm Tech/ Adv. Tech: No action from last yrs program review
 - g. Dental Hygiene/Dental Assisting/CE courses
 - i. New class accepted: 30 students

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1. Class of 2015=23 students (with two students returning in Spring 2015 who currently have inc status)

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2. Need to develop a model to meet the 1:5 faculty ratio with the new number of students and current number of faculty

- ii. DH Handbook review (sent to FT faculty): Changes were noted by Carlos and Lisa

1. A copy will be sent to Eric Kim, our legal counsel for evaluation.

- iii. Baccalaureate in DH-Proposal in process

1. advisory board supports; Dr. Mitos requested survey of interest from current and new students and a proposal
2. Dental hygiene is a terminal degree, whereas nursing is not, which is why we are fit the criteria for the B.S. degree offering.

- iv. Grading calibration/Methodology course requirement (per CODA/DHCC)

1. All faculty needs to attend a teaching methodology course not only in general teaching methods, but within their specific disciplines as well.
2. Eleanor Padnick is working on developing a teaching methodology CE course that would be offered to the faculty.

- h. Dental Assisting:

1. Radiology course-approved in district ECD system
2. Ran the CE radiology course last semester. Next session will be held in the summer (only 4 students attended)

- ii. Clinical Dental Sciences: tech review today

- iii. Day or night program?

1. Night program was requested to accommodate the working students.

- iv. Ladder to DH

- i. RDHAP:

- i. Next symposium date = 10/11/14

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- ii. Invite WLAC foundation
- iii. Ideas for next symposium/CE Extravaganza

6.

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- 7. A request to separate the RDHAP symposium and the CE course offerings was made to reduce confusion and increase interest
 - a. Nitrous review/anesthesia review/instrumentation review/CPR-BLS/laser cert
 - b. Sandy working with WSP to organize potential speakers for the symposium/CE extravaganza
 - c. Radiology Safety Certification:
 - i. Offered Summer 2014
 - d. Other CE courses (8hr IC, sealant, coronal polish):
 - i. Not approved yet
 - ii. Legal Council to visit clinic (May 27th)

8. Faculty development course

- a. Eleanor to develop; mandatory to attend.

9. Other Business:

- a. Poster session (Ogami-Avila) = to be held on May 15, 2014
- b. Feli: Faculty development and teaching methodology course(contact Kenyatta Bakeer)
 - i. Carlos interested in attending and will provide more information regarding the program after attending an interest meeting on May 13, 2014.
 - ii. Tentative Schedule: 4-5 Day session in August 18-21

Department Meeting: Break out:

- a. Program status: retention, persistence
- b. CDHA topics for table clinic
 - a. Very interesting topics being presented by our students
 - i. Marijuana and It's Effects on Host Response
 - ii. HPV vaccination for Healthcare Workers
 - iii. P-gingivalis and it's Link to Dementia
- c. DH-Advisory Board report: UCLA perio rotation, Proposal for BS, survey of student interest, Possible ATP DH inclusion on case study
- d. WREB: anesthesia by faculty at UCLA
 - a. Faculty can provide anesthesia for our students, but must bring copy of license and malpractice insurance. If you are registered as UCLA faculty for the WREB then you have to administer anesthesia for all patients

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therefore, we will be going in as individuals and not employees of UCLA.

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- b. \$50 provided to any patients who are interested in an anesthesia calibration session
- e. CDHA, Anaheim-May 16/ADHA- Las Vegas June 18-22
 - a. Please let Carmen know if you are planning on attending and complete your registration forms.
- f. Dental hygiene summer schedule: no clinic sessions to be scheduled at Kid's Burbank. Working towards a winter and summer session in 2015.

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