# Respiratory Therapy Department Meeting

**Agenda**  
**August 22, 2014**

## Members Attending:
- Mary Wiesner
- James Hutchinson
- Kelly Coreas

<table>
<thead>
<tr>
<th>Topic</th>
<th>Updates/Discussion</th>
<th>Action Needed/Action Taken</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Notes from Division Meeting</td>
<td>Career exploration video</td>
<td>JH will review new video</td>
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<td>2. Scheduling Issues</td>
<td>Spring 2015 schedule reviewed</td>
<td>Spring 2015 schedule has no changes</td>
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<td>3. Enrollment Issues</td>
<td>Fall 2014 class is full with 38 students.</td>
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| 4. Student/Classroom Issues  | PE – Professional expert use in lab reviewed  
SI – Supplemental Instructor for RESD 50  
Both funded through Title V |                                                 |
| 5. Budget Issues             | VTEA funding for ETC02                                                             | MR will order                                  |
| 6. 4 Year Review of Curriculum | Course: RESD 51A  
Course: RESD 57B  
Course:                                                                 | Due for 4 year May 2015                         |
| 7. Modified and New Curriculum | Course: Respiratory Therapy Pre-Course  
Course:  
Course:  
Course:                                                                 | A new RT pre-course will be developed and submitted by May 31st. This has been approved by faculty and advisory. Details of course to be reviewed at spring advisory. |
8. **Input for Next Advisory Meeting Agenda**  
   Note: 2 year requisite review  
   ½ of course requisites must be reviewed each year- first in the dept and then in the advisory

<table>
<thead>
<tr>
<th>Course Title</th>
<th>Current Pre-requisite (PR), Co-requisite (CR), Advisory (A)</th>
<th>Appropriate Requisite Y/N</th>
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<tbody>
<tr>
<td>RESD 51A</td>
<td>CR</td>
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<tr>
<td>RESD 57B</td>
<td>CR</td>
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<tr>
<td>PreCourse</td>
<td>PR</td>
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9. **Course SLOs Assessment or Course Completion Data**  
   RESD 56A and RESD 61 are due for assessment this spring  
   Assess in Spring

10. **Program SLOs Assessment or Program Completion Data**  
    Up to date

11. **Facilities Issues**  
    No urgent issues  
    Compressed air outlets needed in laboratory. This is ongoing and is in PIE.  
    Storage area for Mechanical Ventilators is needed. This is ongoing and in PIE.

12. **Program Marketing**  
    Program website is in need of update.  
    Winter 2015 is target time frame

13. **Cross Discipline Projects**
| 14. | Outreach/Articulation | -High Schools  
-Universities |
| 15. | Reports from Committee Reps | No updates of time |
| 16. | Department Announcements | |
| 17. | Adjournment | Meeting was Adjourned  
Respectfully submitted,  
Mary-Rose Wiesner |

**Issue Bin/Items for Future Agenda:** Minutes from this meeting will be sent out within one week. Please respond to the accuracy of the minutes by ____________________.

**Future Meeting Dates** | September 16\(^{th}\) 11:30 am