



Histotechnology Advisory Committee

Minutes

Tuesday, 3-Nov-15

Biology Conference Room, 60-2302

6:00 PM to 8:00 PM

Members Attending:

X	MacDonald, Jennifer (Mt. SAC College, Chair)
X	Abel, Kay (Orange Coast Memorial Medical Center)
X	Anderson, Cindy (Mt. SAC, Professor Microbiology)
	Cooper, Brian (Children's Hospital, LA)
X	Figueroa, Lydia (Sakura Finetek, USA, Inc.)
X	Gadberry, Susi (UCI Medical Center)
	Hoover, Karelyn (Mt. San Antonio College, Associate Dean, NS)

	Jara de Araya, Ana (Mt. SAC, Laboratory Technician)
	Judd, Matthew (Mt. San Antonio College, Dean NS)
X	Lee, Donna (Mt. SAC, Laboratory Technician)
	Lopez, Ricardo (Advanced Skincare Histology)
X	Neder-Eckman, Patricia (City of Hope National Medical Center)
X	Pascoe, Virginia (Mt. SAC, Professor A&P)
X	Presch, Melissa (Mt. SAC, Professor A&P)

X	Rexach, Carmen (Mt. SAC, Professor A&P, Micro)
X	Sapourifar-Tehrani, Saeedeh (UCLA Medical Center)
	Velarde-Jang, Naomi (Mt. SAC, Laboratory Technician)
X	Young, Lillian (USC Keck)
X	Zaragoza, Renee (VA Medical Center, Long Beach)
	Muirhead, David (City of Hope National Medical Center)

Topic	Updates/Discussion	Outcome
1. Welcome and Introductions	Everyone introduced themselves where they worked and their role in the HT Program.	
2. Purpose of Advisory Committee	The advisory committee strongly supports the HT Program and is required for accreditation by NAACLS. The purpose of the advisory committee is to help ensure that Career and Technical Education (CTE) programs reflect the needs and current conditions of the workplace. The committee also provides information to help assess if graduates are capable of performing the occupations for which they have been trained. An active advisory committee closes the gap between academia and industry. Our industry partners help us keep the HT Program up to date about industry changes.	
3. Class Enrollment Fall 2015	HT 1: 28/31 successfully completed HT 2: 29/30 still enrolled HT 10: 22/25 still enrolled (HT 10 will be offered this winter (2016)). HT 14: 18/18 still enrolled Many students were turned away during registration.	Information only
4. HT (ASCP) Exam Results	2015 HT exam: 10/12 successful on first attempt (Jan-Jun) 2015 HTL exam: 5/5 successful on first attempt (Jun-Jan) We have students with bachelor's degrees that sat for the HTL exam. We have a 100% pass rate for the HTL ASCP exam. Information only, ASCP research shows that the longer the students wait after graduation, the worse they will do on the HT ASCP Certification Exam. Because of this students that extend their program over multiple years have been encouraged to take their HT classes last. Results of exam results, attrition, graduation, and employment need to be posted to the website per NAACLS	

<p>5.</p>	<p>Perkins Funded proposals</p>	<p>Equipment Requests:</p> <ol style="list-style-type: none"> 1. During the May meeting the committee supported the purchase of an Antigen Decloaker and a tissue processor. 2. Tissue processor may require an immediate needs request. <p>Tissue Processor that we have is very old and no longer supported by the manufacturer, parts no longer available. In addition, this processor holds only 90 cassettes at a time. We need a new reliable Tissue Processor that is capable of holding many more cassettes at a time for an anticipated full HT 12 class this Spring. This is the top priority. This processor is a 30 year old donated piece of equipment!</p> <ol style="list-style-type: none"> 3. Backup power supplies <p>If we don't have a source for donated back up power supplies then this would be a high priority for Perkins Funding and must be expressed as an urgent need in the PIE report.</p> <ol style="list-style-type: none"> 4. Embedding center <p>The embedding centers that we purchased are now 15 years old. One of the original embedding center went down, The board is broken, which is prohibitively expensive. Replacement of this embedding center may be an immediate need. May also ask for Perkins funds since the technology is new. The embedding center is more important than the Decloaker. Because the embedding center gives students access to current equipment.</p> <ol style="list-style-type: none"> 5. Digital scanning microscope <p>Slide specimens can be entered as an image into a data base which the students can access at home. It can be used as a virtual microscope so they can scan the entire slide. Digital Scanning microscope can be used for HT, anatomy, physiology, and botany.</p> <ol style="list-style-type: none"> 6. 3 LCD Screens for the HT and anatomy labs to replace the current aging projectors. <p>LCD screens would greatly improve color, clarity and eliminate the increased magnification imposed by the current projectors that distorts the image from the microscope.</p> <p>\$70,000 cost. These equipment requests will be included in the PIE Report and will ask for Perkins funds.</p> <p>Professional Development funds:</p> <ol style="list-style-type: none"> 1. Jennifer's attendance at the CSH meeting where she holds workshops, attends workshops and is on the Board of Directors 2. NSH 2016, in Long Beach, CA. Students will be involved in workshops, registration, and in other ways. 3. Clinical Lab Educator Conference for Feb 23-25, 2017 in Boston, MA: This is very valuable in gaining new techniques in getting clinical sites, implementing preceptorships, and keeping up with teaching methodologies. 	<p>Industry advisors unanimously agreed on:</p> <ul style="list-style-type: none"> • The immediate need to replace the tissue processor • The need to maintain 6 functional embedding centers and improve that technology • Digital Scanning microscope • 3 LCD Screens. <p>Advisory Committee agrees that the Digital Scanning Microscopy technology is relevant for current and future industry use. Student interface is important as well as 24hr-7 day access to all slide material in the bio dept. This will increase student success: Committee members expressed dual justification: student access to the slides and that digital pathology is the way of the future.</p> <p>Professional Development funds: Advisors agreed.</p>
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6.	Histotechnology Baccalaureate Degree	<p>The need for upper division GE courses?</p> <p>Met with Karelyn Hoover and Matt Judd last week, will find out true need for upper div. GE's? Rare that a student has to do upper div. GE's</p> <p>HT or HTL stronger in math, there are lab math courses, otherwise math is lower division. Histotechnology students will need to take statistics.</p> <p>Ethics is also GE that might be upper division.</p> <p>Topics to include in a management course?</p> <p>For our last application, we looked at MD Anderson, TX. Mark Bailey has been very helpful. Our application for the Histotechnology Baccalaureate Degree was turned down because we need upper division courses outside of the HT field. A management course was proposed particularly at HTL level. We can write the course. Course will still have to be in the correct department.</p> <p>Need to put our application materials together before the opportunity opens up again.</p> <p>An admission process and flexible schedule will be needed.</p> <p>It will be important that this program be marketed if application is successful. We will also have to have a registration priority.</p> <p>We will be considering evening and online classes, and weekend courses.</p>	<p>Information is available for topics in management courses at ASCP .org laboratory management university. (\$400 approx. to enroll) Topics can be accessed without enrollment.</p> <p>Suggested topics for the management course included the following:</p> <ul style="list-style-type: none"> • Need to keep the course open to more students than just HTL, so the class size is reasonable. • Finance class for managers, • depreciation, • cost analysis, • billing, • FTE justification, • budgeting. • Class that describes generation gap. • Lab safety and evaluations/proficiency • global requirements. • Regulation and quality management. <p>Email Jennifer if anything else comes to mind.</p>
7.	Clinical rotation units	<p>Increase the number of units for clinical rotations.</p> <p>Some HT students feel that 240 hours not enough at a clinical site. That is 6 full time weeks (40hrs per week). 240 hrs. is only enough to do basic HT techniques. Increasing the work experience time will provide both more time in basics and some for exposure to more specialized techniques.</p> <p>Some graduates of the HT program are now industry advisors.</p> <p>The challenge is if we increase the work experience time, where will the students go?</p> <p>Advisors are asked to think about:</p> <ul style="list-style-type: none"> • How do you feel about increasing work experience hours? • What would you increase it to? 	<p>Advisors asked if an increase in clinical hours can be an "option"?</p>
8.	Clinical site "recruitment"	<p>Solicit ideas to bring on more clinical sites.</p> <p>Jennifer is always scrambling for clinical sites. During short sessions, there are more students needing work sites, then, because there are not enough, they are harder to place.</p>	<ul style="list-style-type: none"> • We are awaiting approval for a renewed work site at UCI. <p>An advisor suggested that we have an open house and invite industry professionals for potential affiliates.</p> <ul style="list-style-type: none"> • We have to expand the number of industry affiliates. • Current affiliates need to be the advocates for recruiting new business partners. • Industry Advisors will attend the open house to give feedback and encourage ore affiliates and describe the benefits of having HT students for training purposes <p>The open house will be held during the winter intersession on a Saturday at ~2pm, create flyers send to hospitals, clinics. Matt Judd and Karelyn Hoover will be contacted about funding for food (snacks). RSVP so we know how many?</p>

9.	Skill retainment course	<p>Suggestions for curriculum and requirements Bio 99?</p> <ul style="list-style-type: none"> • Some students will graduate without having jobs waiting so want to take classes to retain their skills. • Tutoring of HT 12 course can be supported by potential Bio99 course. • Skill retainment, will have to have requirements 	<p>HT 99 should be written since there is already a Bio 99 course. Students can then take both if they wished.</p> <p>Suggestions for curriculum and requirements:</p> <ul style="list-style-type: none"> • Write a contract with the student and grading depends on what they do. Carmen will send a copy of contract to Jennifer. • One requirement could be "peer review" of other students' slides. • Tutoring with HT 12 students: Students will have to put in a minimum amount of hours. • practical set up are other options for requirements. • It might be more feasible if it were an "exam review course" (elective). Can incorporate the existing ASCP review course. • Have the student teach something like how to do a stain. • Make slides for the anatomy 35 course. <p>Minimum enrollment requirement is a question.</p> <p>This would be similar to the nursing skills lab. It would be an elective at associate degree level, but a requirement at bachelor's level.</p> <p>Rationale: if we were to have the HT Baccalaureate Program, this would meet some of the standards required by NAACLS.</p> <p>Student Learning Outcomes can be written and assessed, such as "students are able to cut a certain number of slides per unit time per tissue" (different tissues have different numbers.)</p>
10.	Announcements	<p>LA/SB Chapter of CSH meeting at Sakura, Nov 14, 2015. RSVP to Lydia</p> <p>CSH Symposium 2016 – no meeting</p> <p>NSH Annual Symposium 2016 – Long Beach, CA – Sept 16 to Sept 20</p>	<p>Digital scanning microscope will be demonstrated at Sakura, Nov. 14. Mt. SAC faculty is encouraged to attend.</p> <p>CSH hosting NSH in Sept. There may be a teleconference board meeting.</p> <p>Is there a possibility of having an education table for Mt. SAC at NSH run by alumni? Jennifer will send an email recruiting volunteers to man the table.</p>
11.	Spring, 2016 Advisory Meeting	<p>Set date and location, Tuesday, May 17, 2016, 6pm?</p> <p>Location COH?</p>	<p>COH will host. Advisors agree. We'll be in a room closer to the lab and a tour of COH facilities will be incorporated into the next meeting!</p>
12.	Other		
13.	Adjourned	8:10pm	
Issue Bin/Future Agenda:			