

**Francis Tuttle – Oklahoma City Community College  
Respiratory Care Program**

**Advisory Committee Meeting Minutes  
April 25, 2006**

Present: Doug Odor, Jackie McAffrey, Vickie Nation, Jan Selby, Karen Hart, Bill Hopkins, Ruth Walker, Susan Mann, Jody Wemhaner, Clyde Moss, Betty Fisher, Shauna Cilberg, Pat Vaughn, Debi Atchley, Lezli Heyland.

1. Pat Vaughn gave a brief overview of the project to improve student participation in job seeking skills. The program partnered with Dr. Diane Rudebock, a professor from the University of Central Oklahoma to involve human resource students in the process. Students at UCO develop appropriate interview tools based on previous input from the RC Advisory Committee. Respiratory students participated in a workshop targeting job searching skills, negotiation techniques and resume writing. They then participated in mock interviews conducted by the UCO students. The respiratory students will receive feedback about the interview performance and tips for improvement.
2. Betty Fisher presented a survey related to graduate membership in the Oklahoma profession association. The survey will be sent along with the graduate follow-up survey to try and gain information about reasons why graduates do not continue with their association membership. In response to suggestions from the last Advisory Committee meeting, the program had budgeted to sponsor one day attendance at an OSRC meeting for all first year students.
3. Shauna Cilberg provided information to the committee about progress of second year students toward meeting their graduation requirement of passing WRE and CSE mock credentialing examinations. Students are on track compared to previous classes. A review of last years graduates showed that all Class 22 graduates had passed their CRT examination on the first attempt with the exception of one graduate who is not working in the field and has not tested. Sixteen of the 26 graduates have completed requirements to earn their RRT credential. All of these individuals passed both of their examinations on the first attempt with the exception of one student. Two additional graduates have passed the WRE examination.

4. Lezli Heyland presented information about a project to develop and offer online classes to individuals in the community who desire to transition from the CRT to RRT credential. The pathway would use Blackboard as an online delivery method but continue to require periodic attendance at school for testing and laboratory evaluation. The topic was discussed extensively with input from Debi Atchley, who, as a certified online instructor, will be managing the curriculum conversion process. Kitty Kosechata presented a rough draft of an experiential learning assessment tool that will be key in evaluating the current skills level of the participants and determining clinical requirements. Clyde Moss gave a summary of current clinical requirements for second year students. The Advisory Committee supported the practice of evaluating key clinical skills of all students, regardless of experience, prior to attendance at clinical rotations.

Discussion about key admission requirements took place including whether a mock CRT examination should be required and employment and work experience criteria.

Advisory Committee members were supportive of the project. The faculty will continue to work toward development of the program pathway and seek input from the Advisory Committee and OCCC liaison on key decisions. The proposal will need to be approved by OCCC and Francis Tuttle Administration.

The meeting was adjourned at 5:30 pm.

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Lezli Heyland, Recorder