

**DENTAL HYGIENE ADVISORY COMMITTEE**

**MINUTES**

**Monday, October 6, 2014**

**6:00 pm--8:00 pm**

**Health Sciences Center, Room 139**

**Members Present**: Kramer Ragan, Committee Chair, RDH; Trisha Simcox, Vice Chair, Dr. Pete Lubisich; Ann Gilbert, University of Washington; Jana Sarkkinen, RDH, Rose Family Dental; Dr. Steven Hokett, Salmon Creek Periodontics; Dr. David Fitch, Retired Dentist; Dr. Peter Lubisich, Vancouver Pediatric Dentistry; Kaili Rutkowski, Palena Dental Arts

**Members Absent**: Dr. Michael Rue, Minnehaha Family Dentistry; Melody Scheer, RDH, New Day Com. Dental Clinic; Dr. David Swan, Retired Dentist; Dr. Russell G. Church DMD; Dr. Richard Mielke, Retired Dentist; Kelly Venetucci, RDH;

**Clark College**: Brenda Walstead, RDH, Director, Dental Hygiene; Karla Sylwester, Instructor; Amy Johnson, Instructor; Becky Herman, Instructor; Michelle Vincent, Laws Family Dentistry/Adjunct; Michael Ludwig, Instructor; Blake Bowers, Dean, Business & Health Sciences; Rachele Bakic, Interim Director of Academic Services; Shelley Ostermiller, Associate Director, Advising Services; Andreana DiGiorgio, Secretary Sr., Advisory Committees

Committee Chair, Michelle Vincent, called the meeting to order at 6:07 p.m.

**Approval of Minutes from Last Meeting**

A motion was made to approve the June 2, 2014 meeting minutes. The motion was seconded and unanimously approved.

**Office of Instruction**

Interim Director of Academic Services introduced herself and reported on the following items:

**Advisory Committee Website & Handbook** – Rachele told the committee that Clark College has a new web content manager and showed members how to navigate to the advisory websites. She reported that the Advisory Committee Handbook has been updated with new and updated information. Some of the changes that are included in the handbook are:

* Adjunct faculty membership & voting – Adjuncts can serve and are an important part of the advisory committees. However, per the State of Washington requirements, Clark faculty and staff cannot be voting members as there could be a potential conflict of interest.
* Vendor representatives – can serve but will not be a voting member.
* Quorum & voting – The college is moving toward having at least two meetings per year where quorum is met. The committees need to move away from electronic voting and use only in exceptional cases. If quorum will not be present, the meeting will need to be rescheduled.

**Perkins funding award.** This year the college was awarded $608,925 in Perkins funding. Rachele explained that Perkins dollars help fund CTE curriculum development and revision, advising, tutoring, disability support services and computer lab support for CTE students. Of those dollars, approximately $32,214 in summer curriculum projects was awarded. Due to a decrease in funding level and the commitment to fund other initiatives, there are no Perkins equipment dollars this year.

**Worker retraining award**. The award was $1,023,198. Most of the funding supports faculty salaries, instructional techs, financial aid and advising support.

**Credit for Prior Learning (CPL).** – Rachele reported that a full-blown launch and promotion began fall quarter 2014. The focus of CPL is on course challenges and reviewing incoming industry certifications. Students may be assessed through various processes that will determine the degree to which learning outcomes have been met. This could be a test, written assessment, oral interview, project, or another appropriate method by which the faculty member determines understanding of the subject matter. She said students will be charged a flat fee of $255 for course challenges. This will primarily benefit students taking 3, 4, 5 or 6 credit hour courses. Students requesting a course challenge for a 1 or 2 credit hour course will not realize the financial benefit but may realize time savings. Rachele said that a major difference in this and the previous way Clark “waived” courses is that this program will ensure the course(s) are listed on the students’ transcripts. She asked members if they have employees who would like to return to school and want to see what certifications or perhaps life experiences they might receive credit for, to have them contact Kim Marshel, Associate Director of Credit Articulation, at 360-992-2358 or kmarshall@clark.edu.

**Committee Bylaws**. The bylaws were discussed with an emphasis on ARTICLE I, Section 6, Quorum requirements. *Dr. Pete Lubisich made a motion to change the quorum from a simple majority to six (6) voting members present. There was more discussion and the motion was seconded and approved by the nine members present.* The committee also agreed to move some members who have not been attending to “Honorary” or “Ex-officio” member status and replace them with new members. Dr. Lubisich asked for the members to bring an “employer” representative who would like to join the committee to the next meeting. More discussion took place about possible attendance expectations.

**Advisory Committee Recognition event** – Rachele announced that the College is planning an advisory member recognition breakfast on March 18, 2015 from 7:30—9:00 a.m. Regional economist Scott Bailey will be guest speaker and will give an economic report on the state of Washington and also our region. She told the members to be watching for more information in the coming weeks.

**Director/Division Chair Report**

Brenda reported that she received notice from NWCCU accreditation body. She said they had some questions, including how the students in transition to upper level education will be supported. Brenda said that for the 2016 graduates, they should be able to begin upper level courses right away, in summer. She said there are 97 upper division courses. Brenda is hoping to hear back from the accreditors by Wednesday.

**Remodel**. The remodel is almost complete. The waiting room area still needs to be finished. There will be colorful panel dividers between the waiting room and Brenda’s office. The classroom near the waiting room will double in size. Brenda announced that eight iPads and chargers were stolen from the back room. The Security Department is working on the investigation.

**Inter-professional/interdisciplinary Education** This is something that the Dental Hygiene program is looking to include in student clubs and/or courses. Brenda wants to make sure that students are being taught the standards mandated by CODA and recommended by ADHA. These standards also need to be measured. Brenda said she’s working with the Nursing Department on this. SADHA and SNACC are the student associations we are currently looking at. This will be the main topic of the NW Dental Hygiene Conference May 15 & 16 that is to be held at Clark College. She said that conference planners are asking other dental hygiene schools to bring someone from their Nursing or other allied health departments.

**New Business**

Brenda announced that Committee Chair, Michelle Vincent, has begun teaching for the Dental Hygiene program here at Clark so a new chair will need to be elected. *After some discussion, a motion was made to move Committee Vice Chair, Kramer Ragan into the chair position. The motion was seconded and unanimously approved by the committee. Trisha Simcox was nominated for committee vice chair. A motion was made to elect Trisha as the vice chair. The motion was seconded and also passed unanimously.*

**2013-14 Work Plan**

Brenda and Michelle had gone through the work plan prior to the meeting. Brenda said that new typodonts were ordered.

Blake spoke about the Anderson family funds. He said every year, based on the earnings of the fund, money was spent on needed equipment for the vocational programs at Clark. Because these dollars were used for the north county expansion, we no longer have the financial flexibility we had before. Clark’s vocational programs now need to figure out how to raise funds for their programs. Blake said in order to maintain the quality of the Dental Hygiene lab and clinic, some kind of funding needs to be established. Blake suggested creating an endowment. This will take the committee’s input. Blake told members that the Nursing program endowment is at $5M. The Nursing program is allowed to use the earnings from this account. He would like to see this for the Dental Hygiene program. They currently have about $200K in an account. He would like to see this grow.

The work plan will be updated by Brenda and Michelle and distributed to the committee when it’s complete.

**Old Business**

Michele asked for an update from Karla about the dental hygiene clinic being used as a site to host a restorative exam and she said later the clinic will host a dental hygiene exam. Other colleges who host exams are making about $12K-$15K per year.

**Next Meeting Date**

The committee agreed to meet again Monday, January 26, 2015 at 6 p.m.

Michelle adjourned the meeting at 7:11 p.m.

Prepared and submitted by Andreana DiGiorgio