

# Clark College Advisory Committees - Agenda

Committee: Surgical Tech

Date: 2/27/2025

Time: 12 pm to 1 pm

Location: Zoom

The Meeting Agenda integrates the discussion topics with the Academic Plan. Please use the Work Plan boxes on the right-hand side to take notes and record any assigned actions that arise from the meeting.

Meeting  
Administration  
(5-10 mins)

- Welcome and Introductions
- Approval of Previous Meeting Minutes
- Plan the Next Meeting Date
- Bylaws - vote
- Work Plan

**Action:** Elizabeth will conduct the meeting administration

**Action:** Jim to discuss Work Plan

- Program Advisory Committee Members - positions to fill according to Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA)

**Action:** Jim will discuss. Any of these positions not filled will need to be filled soon. Elizabeth will discuss employee/employer ratio requirements.

**Item:** Current Student, Program Graduate, Program Director, Sponsoring Institution Administrator, Employer, Physician, Practicing Surgical Technologist,

- Clinical site availability
- Residency program introduction

**Action:** Jim will discuss

**Item:** Discussion about clinical sites to accommodate all students in the program. Additionally, a discussion of available clinical sites to determine cohort size

**Item:** Proposal discussion

- Instruments and supplies
- Instrument loan

**Action:** Jim will discuss

**Item:** Orders will be placed soon, still accepting donations

**Item:** Discuss potential opportunities to borrow trays for instruction. Possible one or two-day loan of cardiac instruments, ortho instruments, neuro/spine vascular

- Part time faculty for LAB and clinical instruction
- New business

**Action:** Jim will discuss

**Item:** Discuss the need for part-time faculty and provide information. Additionally, address recruitment strategies for part-time adjunct instructors.