

PALM BEACH STATE COLLEGE

Respiratory Care Program

Business Partnership Council Minutes

March 27, 2015

ITEM #1 Review and Approval of Minutes

Discussion: Minutes from Nov. 7, 2014 meeting were read.

Action: Minutes from Nov. 7, 2014 meeting were approved.

ITEM #2 Interview Skills Workshop/Panel Graduation Lunch

Discussion: Nancy discussed the upcoming workshop and panel discussion and explained that the students will be formally dressed and bringing their resumes. She also mentions the awards/pinning ceremony and luncheon afterward and asked for volunteers.

Action: Sheryle Barrett and John Altringer are coming and Kathy Hilliard and Ginger Griffin may be able to attend.

ITEM #3 Program Personnel Survey

Discussion: Stephanie mentioned that there are currently 11 that have completed the survey and the importance of large participation in anticipation of up coming CoARC site visit.

Action: No action required

ITEM #4 Employer Evaluations and Feedback

Discussion: Stephanie explained that there are 8 currently submitted and asked Kathy Hilliard to complete one on Wendy Rogge when she is through the probationary period.

Action: No action required

ITEM #5 Current Student Update

Discussion: Nancy stated that there are 19 current 2nd year students and Stephanie that there are 12 1st year students.

Action: None required

ITEM #6 Student Readmission

Discussion: There is one re-applicant and letter was read to BPC.

Action: It was decided that student may reapply, but acceptance

will be based on space availability and applicant pool.

#### ITEM #7 Review Program Handbook

Discussion: Nancy said there are no major changes at this time and is gearing up for the self-study for the CoARC accreditation process.

Action: None required

#### Item #8 ALA Symposium

Discussion: The ALA Symposium was announced for April 10, 2015 at the Palm Beach Gardens campus in SC 127. All are encouraged to attend. Dr. Ashkin will be presenting case studies and Dr. Hari was asked to participate in the case studies discussion as well.

Action: Dr. Hari to check his schedule about possibility of working with Dr. Ashkin on case study presentations.

#### Item #9 Other

Discussion: Nancy thanked Michele Taylor for being the BPC chair for many years and asked for volunteers to be new Chair and Vice Chair. Sheryle Barrett was nominated and selected as the new Chair and Kathy Hilliard as Vice- Chairs. Dean Willey mentioned a BPC reception at the LW campus on Tues., March 31, 2015 and invited BPC to

attend. Gary Souza, Kathy Hilliard and John Toryak expressed that they would like to attend.

Action: Nancy will notify Sandra Barrett that the Lake Worth Campus.

#### Attendees:

Bob Van Der Velde

Michele Balik

Ed Willey

Kathy Hilliard

Sheryle Barrett

Steve Toryak

Michele Taylor

Ginger Griffin

Nancy Latimer

Stephanie Parlamento

Gary Souza

Dr. Hari

Dr. Ashkin