

**PALM BEACH STATE COLLEGE**  
**Respiratory Care Program**  
**Business Partnership Council Minutes**  
**March 28, 2014**

**ITEM #1      Review and Approval of Minutes**

Discussion:    Minutes from November 1, 2013 meeting were read.

Action:        Minutes were approved.

**ITEM #2      Interview Skills Workshop/Panel Graduation Lunch April 23**

Discussion:    Interview workshop begins at 8:30 am and is followed by graduation luncheon/pinning ceremony at 11:00am. Possible panel members are Sheryle, Ginger, Richard, Steve or John and Andrew from the ALA.

Action:        Nancy to make follow up calls to add more panel members.

**ITEM #3      Program Personnel Survey**

Discussion:    Nancy sent email for survey yesterday and is working out details to resend survey again. Nancy explained how survey can be accessed through Dataarc as well and the importance of completing it. Paper copies were provided.

Action:        Nancy and Stephanie will send reminders to complete.

**ITEM #4      Employer Evaluations and Feedback**

Discussion:    Stephanie stated that 8 out of 13 students (62%) completed the graduation survey and 7 out of 13 employers (54%) completed the employer survey. Students not currently working in field are attending school.

Action:        Nancy and Stephanie will continue to follow up with students and clinical sites as students continue to be hired.

**ITEM # 5     Preceptor Training Update**

Discussion:    Stephanie explained the results of inter-rater reliability study using direct observation and Dataarc tools to assess student competency. Preceptors were instructed to watch (direct observation) 4 vignettes depicting students performing hand washing, intubation, ABG's and extubation and assess them for satisfactory, minor unsatisfactory or major unsatisfactory results. They were then instructed to watch 4 more vignettes of the same

procedures using Dataarc as a tool for assessment. Results were the following: In direct observation of hand washing 75.7% time results were the same, but using Dataarc 100% of the time the results were the same. For direct observation intubation, the results were the same 69.7% of the time and with Dataarc 100% of the time and direct observation ABG's results were the same 87.8% of the time, 100% same results using Dataarc and lastly, direct observation of extubation resulted in 81.8% of the preceptors recording the same results and using Dataarc, 93.9% had the same results.

Action: Stephanie to work on presenting this as an abstract/poster.

**ITEM #6 Current Student Update**

Discussion: There are currently 15 second year students and 20 first year students.

Action: None required

**ITEM #7 Readmission Candidates**

Discussion: There are currently no students requesting readmission

Action: No action required

**ITEM #8 Review Program Handbook**

Discussion: All attendees were given an updated Program Handbook and Nancy discussed some of the changes and the current process of streamlining some of the clinical forms amongst the programs after review.

Action: None required

**Item #9 ALA Pulmonary Care Symposium for 2014**

Discussion: Nancy gave details of the program and incorporated a paper copy of the registration form and encouraged Program Directors to share with their employees and nursing as well.

Action: None required

**Other #10** Bob discussed current legislation on Bachelor Degree Programs in the State and Nancy discussed current programs that offer a Bachelor's Degree Program and what they offered and the AARC push for 25% of respiratory therapists to have Bachelors Degrees in the future. The Programs

discussed were Palm Beach State, Florida A&M, Edison, St. Petersburg State, and Nova.

Bob announced that Palm Beach State Eisey Campus will be smoke-free beginning fall, 2014.

Andrew asked about opportunities for the students to engage in civic and community events. Students have engaged in Open Airways and ALA lung mobile in the past, Congress to Campus, Palm Healthcare Health Fairs and Relay for Life. There was further discussion on possible future partnership opportunities with the ALA.

Sheryle announced that Bethesda will soon be affiliated with the Baptist Healthcare System (June/July, 2014)

Nancy mentioned taking the students to the AARC International Congress in Tampa in 2015 and Kathy and Sheryle also mentioned the Daytona Beach FSRC meeting in March, 2015 as an excellent program for students.

**Attendees:**

Dr. Nancy Latimer  
Dr. Bob Van Der Velde  
Andrew Cuddiny  
Steve Toryak  
Kathy Hilliard  
Bobby Pitcock  
Ginger Griffin  
Sheryle Barrett  
Richard Young  
Stephanie Parlamento