Welcome and Introductions – Colleen Bradshaw and Judy McCauley

ITEM 1 Review of Agenda and Minutes – Sharon Masiarczyk – PAC Chair

Discussion:
- Introduction of guests, students, faculty/staff
- Sharon Masiarczyk reviewed minutes from January 15, 2016 PAC meeting. Motion to approve minutes by Judy Bendit and Breanna Van Dusen.

ITEM 2 Dental Health Services Department – Colleen Bradshaw and Judy McCauley

Discussion: Student application/acceptance numbers for Dental Assisting and Dental Hygiene
- As a result of more frequent information sessions and recruitment efforts, there was an increase in applicants for both programs. Each program started the Fall semester with 24 students; due to attrition, the Dental Assisting program now has 19 students on target for graduation and the Dental Hygiene program has 23 students in the first year class and 24 students in the second year class on target for graduation.
- Awaiting final approval from the college, the Dental Assisting program will be adding additional selection points in an attempt to capture the population of students who may be first time or returning college students/recent high school graduates looking to go right into a career. The additional categories for point selection are: Palm Beach County Resident and completion of an optional course (VPI 0400 – Strategies for College Success) which is aimed to prepare a student for the college experience. The Dental Hygiene program will also be adding additional selection point categories: Palm Beach County Resident and College Degree. The Dental Hygiene application will also be making the change to the “1” point awarded to the Dental Assisting student which will now be awarded after their graduation at the end of the summer term making them ineligible to start the Dental Hygiene program immediately. These additions are in line with the other Limited Access Health Science program applications at Palm Beach State College.

Discussion: New Out-Clinic partnerships/rotations
- The Dental Assisting and Dental Hygiene programs have a new out clinic rotation at Genesis Community Health at the Boca Raton location. Rotations will also take place at their Boynton Beach facility when it opens. Both programs continue partnerships with Highland Elementary (SWISH program), Forest Hill Elementary (SWISH program), MorseLife Geriatric Center, Caridad Center and the Palm Beach County Florida Department of Health Sealant Bus. With the aid of Sue Correia, 20 developmentally disabled patients received preventive care in the Dental Hygiene Care Center.

Discussion: Results from Dental Hygiene National Board Exam and CDCA/Florida DH Clinical Licensure Exam
- The graduating class of 2016 have achieved a 92% pass rate for both exams at the time of graduation. As of today’s meeting, the pass rate for the 2016 graduating class is now 100%.
- Students must pass the DH National Board Exam before they can submit for the CDCA/Florida Dental Hygiene Clinical Licensure exam.
Discussion: Results from Dental Assisting National Board Certification Exam (DANB)
• The 2016 graduating class had an 89% pass rate. Two students were not successful in all 3 components of the DANB exam. The class was above average in all categories of the exam excluding Dental Materials and Preventive. The Dental Assisting program has added a new software through Elsevier named Adaptive Learning to aid students in preparation for the certification exam and will also be utilized in the Clinical Practice III DANB review lecture course during the Spring term.

Discussion: Accreditation Update
• Since the January 2016 meeting, both programs were notified by CODA of “Full Accreditation without Reporting”. Our Medical Emergency procedures have been updated and a Medical Emergency cart has been introduced for both clinics. Dr. Paul Klein who teaches the Office Emergency course has also updated all of the Atlantic Coast Dental Research Clinic Chairman and Co-Chairman on the updated protocol and also presented a continuing education course on “Medical Emergencies in the Dental Office” during the Dental Health Services 2016 Professional Development Day. The course consisted of both a lecture and clinical component and was well received by all.

Discussion: Annual Professional Development Day
• The 2017 Professional Development Day will take place on April 8, 2017. Faculty are currently working on acquiring a speaker for this event and working with the students in preparation for their table clinic presentations.

Discussion: Changes within PBSC senior administration:
• Dr. Jean Wihbey (previously Provost at the Palm Beach Gardens Campus) was appointed as Lake Worth Campus Provost and Vice President of Workforce Development.
• Dr. Roger Yohe was appointed Vice President of Academic Affairs. Dr. Yohe is new to Palm Beach State College and was hired upon the retirement of Dr. Sharon Sass.
• Dr. Jacqueline Rogers, Dean of Health Sciences and Public Safety has recently retired and a search is in process for the Dean of Health Sciences.
• Edward Willey, Dean of Academic Affairs at the Palm Beach Gardens Campus will additionally serve as the interim Dean of Health Sciences.

ITEM 3 Dental Assisting Program Update – Colleen Bradshaw

Discussion: Dental Assisting Program Update – Highlights of program activities in 2016
• The 2016 year brought many successes and opportunities to the Dental Assisting class:
  o The students attended the Hinman Dental Meeting in Atlanta, GA.
  o The students attended the Florida Dental Convention and were the first place winners in table clinic presentations.
  o The students participated in the 2nd Annual Free Dental Day where over 50 patients were seen for treatment such as extractions and fillings. This event is accomplished in collaboration with Benco Dental, the Atlantic Coast Dental Research Clinic and community dentists as well.
  o The student’s externship was extended to 300 hours in private practice consisting of general and specialty offices.

Discussion: New Full Time Faculty Position for DA
• The request of a full time Dental Assisting Faculty position was approved. The interview process will begin in the Spring term with the position starting in the Fall 2017.

Discussion: Exploring the DA program curriculum moving from PSAV (non-credit) to a College Credit Certificate (credit)
• It was discussed that National and State Professional changes are driving curriculum to transition PSAV programs to credit. The Program Advisory Council supports the
possibility of transitioning the Dental Assisting Program from a PSAV to credit. Colleen Bradshaw will work with Assoc. Dean Zinser to research this further in order to find the best fit for the program.

ITEM 4  
**Dental Hygiene Program Update – Judy McCauley**

Discussion: Dental Hygiene Program Update – Highlights of program activities in 2016
- The 2016 year brought many successes and opportunities to the Dental Hygiene class:
  - 32 first and second year students attended the FDHA meeting in Orlando, FL.
  - The second year class presented table clinics at the ADHA meeting in Pittsburgh, PA.
  - The second year class participated in the Mannequin Challenge sponsored through Young Dental, a nationwide dental product company, by submitting a video filmed in the Dental Hygiene clinic, in which they have won first place with over 35,000 votes.

Discussion: CDCA exam dates
- The CDCA/Florida Dental Hygiene Clinical Licensure exam will take place on May 10-11, 2017.

Discussion: Pinning Ceremony date
- The pinning ceremony will take place on May 4, 2017 and the college graduation will be held on May 9, 2017.

Discussion: Service Learning Dental screening/sealant project
- The Lake Worth Campus of Palm Beach State has adopted Diamond View Elementary, a Title I school, to sponsor projects from within Palm Beach State College. The Dental Hygiene program plans to expand an existing Community Dentistry course project into a comprehensive service learning project which will include dental screenings, sealant and fluoride varnish for the students of that school. Kerry Flynn and Judy McCauley have been working in collaboration on this project with the elementary school personnel and public health department.
  - Judy Bendit posed a question about the Dental Hygiene programs use of silver diamine fluoride. We are waiting for the State of Florida to decide whether a Dental Hygienist can administer the product.

ITEM 5  
**Other**

Discussion: Update on new Dental Health building
- Associate Dean Zinser addressed the committee and explained that the college is awaiting legislative approval of funding for the new building. It was suggested that the Program Advisory Council contact the PBSC Foundation regarding continuing the existing Alumni Drive and fundraising initiatives to support the programs. Motioned by Sharon Masiarczyk and seconded by Judy Bendit.

ITEM 6  
**Action Plan- Goals and Meeting Evaluation – Sharon Masiarczyk- PAC Chair**

Discussion: **Input from Program Advisory Committee Members**
- Action Plan – Goals
  - The Program Advisory Committee intends to reach out to the Foundation at Palm Beach State College regarding continuing the existing Alumni Drive and fundraising initiatives to support the programs.
- Meeting Evaluation

Submitted by:
Marie Eubanks