

**Alcohol and Other Drug Studies Advisory  
Board Meeting Minutes  
October 3, 2012**

Attendees: Marsha Bernstein, Sean Cuadra, Judi Johnson, Maria Miller, Lisa Romain, , and Barbara Williams  
Absent: David Grey, James Fent, Jim Mooney

Maria Miller called the meeting to order at 3:00 p.m. The board members introduced themselves and noted their association with the AODS program. Maria Miller briefly reviewed the agenda and handout materials.

A. The Program Coordinator highlighted key statistics and accomplishment noted in the *2012-13 AODS Program Review and Planning* document. The following items were highlighted.

- There were 29 AODS students who completed AODS certificate program in May 2012. In a three month follow up, 60% (17) of the students were employed in the field of AOD treatment or Social Services, 20 % (6) were continuing their education, including graduate study, and 20% (6) were seeking AOD employment, either unemployed or working in a non-related field.
- The Palomar College AODS program completed a self study and reaccreditation was granted in April 2012 by the California Association of Alcohol and Drug Educators.
- AODS aggregate success rate improved significantly between Fall '09 and Fall '10 when the AODS Student Mentor program was initiated (Office of Research and Planning Mentor Study).The AODS Success Rate increased by 7.3% (from 80.7% to 88.0%) The difference is "statistically" significant (Chi-Square  $p < .05$ ). The AODS aggregate success rate has been maintained at 85% between Fall 2010-Fall 2011.
- The pass rate for students taking their certifying exam CAADAC (Ca. Association of Alcoholism and Drug Abuse Counselors) was 95% in 2008 with 11 students taking the exam and 100% in 2011 with 12 students.

B. The advisory board discussed issues and problems related to AODS field placement courses. Maria Miller reviewed the student survey results from the past three years and discussed problem areas that she has encountered with the internship process. The board expressed concern that students enroll in internship courses without some knowledge about addiction and recovery and too early in their own recovery process. The AODS Approved Site List was discussed. The board approved a motion: Palomar College students will be required to attend an AODS program orientation prior to enrolling in the field placement courses (AODS/PSYC/SOC 140-298-299). The program orientation will provide information about the process of securing an internship, internship requirements, clearance procedures and readiness for field-work.

C. The Program Coordinator noted that she will be retiring in May 2013 and asked the advisory board for recommendations regarding the AODS job description and responsibilities. The board recommended that the position be replaced with a full-time faculty with 40% release time, and that the following be included on the position announcement.

**Duties and Responsibilities:** Duties include directing the PSS and AODS programs, maintaining accreditation of the AODS program, contracting with community agencies to serve as approved internship placement sites, overseeing the activities of part-time instructors and the hiring, training, and supervision of AODS Student Mentors. The course load will include AODS/PSYC/SOC 298 and 299, Directed Field Experience 1 and 11.

**Minimum Qualifications:**

Master's degree in Addiction Studies, Psychology, Sociology, Counseling, Social Work, or Marriage and Family Therapy.

**Preferred Qualifications:**

Hold certification an an Addiction Counselor as recognized by the Ca. Dept of Alcohol and Drug Programs.

Evidence of clinical competence: such as LCSW, LPCC, MFT or Clinical Psychology license.

Experience in teaching college level addiction studies courses.

Program management experience in an academic setting.

Assistant Professor job position for the AODS Coordinator. program coordinator is retiring in May 2013 | The program accreditation through CAADE requires that the AODS program has a full time faculty coordinator. The position oversees eight part-time faculty and six student mentors and over 347 students in the program. The workload of the program coordinator has increased in the past three years to include six informational sessions each year to introduce students to program and career opportunities, bi annual AODS faculty meetings to develop SLO's and review progress, weekly student mentor training sessions, database collection of program students, site visits to all internship placement sites each semester, AODS Advisory Board meetings, and exam preparation workshops and review sessions for students taking their certification exam.