**DENTAL ASSISTING**

**ADVISORY COMMITTEE MEETING MINUTES**

**October 9, 2014**

**Present:** Adelina Acevedo, Euphoria MacDonald, Sean Sullivan,Dr. Sue Liethen, Jodi Whitlock, Dr. Hedi Allen-Hydo, Karen Wait, Claudia Perkins and Michelle Tucker

**Not Present:** Dean Dan Sourbeer, Cathy Holl, Dr. Philip Roberts, Dr. Ngoc-Nhung Tran, Nayely Rosales, Denise Rudy and Heidi Warner.

Introductions

Adelina Acevedo called to order at 7:03 pm with brief introductions.

There were no corrections to the minutes of the April 9, 2014 meeting, the minutes were approved.

Assessment & Outcomes

Alumni Survey: Adelina presented the update of 2013 Alumni Survey results:

1. Employment: Two thirds of the respondents are employed in the dental field, 1 student is pursuing dental hygiene and 2 had not found employment. Those who are working are averaging 35 hours a week and earning $15.17 an hour.
2. Quality of Instruction: Majority of responses were good, very good and excellent. One respondent shows that they felt many procedures were not taught very well. None of the areas of instruction were rated under satisfactory by more than 1 student.
3. Licensure examinations: 9 of 9 passed RDA and 2 of 2 passed CDA
4. Preparedness and program satisfaction:
	1. 100% of the respondents said they were very well prepared for employment and all but 1 student said they would choose Palomar College Dental Assisting Program again
	2. 100% Satisfaction with the overall education they received.

Exit Survey: Adelina also presented highlights of the 2014 Exit Survey

1. 23 of 24 graduated the program last May 2014
2. 71.4% of graduates felt that the training they received was excellent and that they would not change a thing and 28.6 felt it was very good and would only change a few things. This is up 20% from last year.
3. The survey results show that students felt better prepared in their internships with regard to dental materials and procedures than they have reported in 6 years. However, their comments indicated that they did not feel well prepared to take vertical bitewings or with surgical instruments and procedures. Adelina said that these comments are to be expected because these procedures are for dental specialties and will be learned in internship or on the job.
4. 18 clinical sites participated in the spring 2014 internship process. The results were very positive. The survey shows that 65 % of students agreed that the clinical staff was helpful and 78% said they had adequate opportunities to work with patients. Additionally 87% of the clinical sites met OSHA standards and 77% agreed the course helped to develop their skills as a dental assistant.

New Instructors

Karen Wait is teaching DA 75 labs this fall semester and is also teaching DA 65 this fall semester. Hedi Hydo returned to teach DA 60 Dental Materials and Cathy Holl is teaching 2 sections of radiography this semester.

PRP

Adelina shared that the program received over $100,000 in supplies and equipment this year from Program review and Planning requests, Foundation and Perkins grants. The funds paid for CEREC software, models and laptops to improve the CEREC portion of DA 85. The department refurbished 3 adult and 3 pedo DXTTR’s. Additionally the program received six new necks, heads and faces for the Fletcher manikins, orthodontic typodonts, a documents camera for the lecture hall and new tooth morphology and anatomy software.

Dr. Liethen asked about the document camera and Michelle explained how it works. She shared that the camera has the ability to record lectures and notes and diagrams for future classes and the ability to share online.

Program Update

1. Michelle reported that 23 of the 24 students graduated in May.
2. Applications were accepted between April 15th and May 30th and between July 22nd and August 5th of this year.
3. The program received 38 applications in the spring and had 3 on previous waitlist 2 waitlisted students declined a space for fall 2014 and 1 eligible applicant declined a space for fall 2014. Of these applications: 10 applicants were not eligible, 26 students got a space for fall 2014 and 2 new applicants were waitlisted.
4. The program received 15 applications in the summer - 4 not eligible All 11 eligible summer applicants were waitlisted for fall 2015.
5. Additional applications for next year will be accepted at the end of the fall semester beginning December 1st.
6. 13 students are ready to start the RDA Program in the fall.
7. Michelle continues to do monthly orientations and several outreach and health career fairs at Palomar College and at local high schools. Program brochures were distributed to the committee. Michelle also reported that she receives calls and emails the program is contacted several times a month seeking Palomar RDA Graduates to work in their clinics. She distributes employment opportunities to recent graduates by email nearly every week.

Adelina requested Sean Sullivan’s help with the CEREC system and training. She explained that the IT tech on campus is not able to meet our needs and wants to use the services available through the CEREC Club. Sean said that he will work with Michelle to set up a meeting with the Patterson tech support and the Palomar College tech. Adelina also requesting more training on the new upgrades from Barbora.

The next Advisory Board Meeting will be April 15thth 2015.

Adelina thanked everyone for coming.

The meeting was adjourned at 8:00 pm