

Respiratory Care Department | MINUTES

October 28, 2024 | 12:00 p.m. | Room 113

Meeting called by	Michael Sheahan	Attendees:
Type of meeting	Monthly Staff Meeting	Michael Sheahan, Danny Rojas, Thomas Serrano, Rey Bell, Valerie Sevilla, Dan Word
Facilitator	Michael Sheahan	
Note taker	ZsaQuita Bender	Start: 12:05 p.m.
Timekeeper	ZsaQuita Bender	Finish: 12:58 p.m.

AGENDA TOPICS

1) Agenda topic Fees for BSRC Accreditation | Presenter Mike

Discussion: Bachelor program application fees are due.

Conclusion: Dan has funds available.

Action items

Person responsible

- | | |
|--|----------------|
| • Get budget # from Dan and Christina and submit PR. | Quita |
| • Mike will submit the Letter of Intent paperwork to CoARC this week and check will be sent shortly after. | Mike |
| • Self-study is due July 2025 with \$2100 payment. | Mike |
| • Be sure the annual accreditation fee of \$2800 for the bachelor's program is set aside for 2025-26 in addition to the \$2800 for the associates program. | Mike and Danny |

2) Agenda Topic Students Status | Presenter All

Discussion: Currently, 6 students are at risk of failing Rey's RESP 138. Danny has 35 enrolled in Spring RESP 050!

Conclusion: Fall 2025 will open up enrollment to 45 students to fill all seats.

Action items

Person responsible

3) Agenda topic Conference Spending | Presenter Dan

Discussion: Professional development budgets are for all faculty. There are no additional funds beyond what has already been allocated.

Conclusion:

Action items**Person responsible**

Consider typing up summary pages for the contents in our contracts binder Danny

4) **Agenda topic** *Course 238 Curriculum* | **Presenter** *Danny, Tom, Mike*

Discussion: Tom's Review-Course 238 is sitting in Curriculum waiting to be approved by Mike. Question is, Should it be altered to include an online component. Mike and Tom had talked about adding a DE component as an option. Tom thinks it would be good to have just in case. What they consider: A) It has to be its own new course. B) Students will think they have the option to take the course online or in the classroom. C) It would have to be taken in the Spring semester which would be too early on, because by the time December comes for the exam they would have forgotten how to pass.

Conclusion: So No, an online option should not be offered. Plus, Mike already approved it this morning without the online option.

Action items**Person responsible**

"Respiratory Therapists Never Take a Breath for Granted."