

Histotechnology Advisory Board Meeting

CHAIRPERSON: Trey Moody		
MEETING DATE: 12/08/2021	MEETING TIME: 4:00 P.M. – 4:30 P.M.	MEETING PLACE: Anderson Building, CTC Campus
RECORDER: Sarah Nunez	CALL TO ORDER: 4:05 PM	PREVIOUS MEETING: 12/03/2020

MEMBERS: (P=PRESENT) Add nonmembers present to bottom of table with heading “Others Present” (OP)

(P/OP?)	Name and Title (List all members) Email Address and Ph #	Business Affiliation	Name and Title
P	Trey Moody	CTC	Histotechnology Program Director
A	Chris Pomazjl	Seton – Harker Heights	Histology Supervisor
P	Donna Emge	Seton - Austin	Histology Supervisor
A	Ary Franklin	BS&W – Temple	Histology Supervisor
P	Jessica Ganceres	Advent Health – Metroplex	Hematology
A	Wendy Hegefield	BS&W – Temple	Education Coordinator
P	MAJ Michele Allen	CRDAMC – Ft. Hood	Laboratory Manager/Chief, Lab Operations
P	SFC Jeremy Martin	CRDAMC – Ft. Hood	NCOIC, Anatomical Path & Ancillary Labs
A	Debby Moody	Seton – Harker Heights	Lab Director
A	Monica Duggins	Central Texas VA – Temple	Histology Supervisor
P	Christopher East	BSW – McLane Children’s	Lab Director
P	Andrea Foskett	CTC	Department Chair
OP	Daniel Fischer	CTC	Dean
OP	Martina Ady	CTC	Deputy Chancellor
OP	Tammy Samarraipa	CTC	Department Chair, Health Sciences
OP	Lori Forsyth	CTC	Assistant Chair, Health Sciences
OP	Angela Lester	CTC	Program Director, MLT
OP	Kim Simmons	CTC	Clinical Coordinator
OP	Teresa Johnson	CTC	Clinical Coordinator
OP	Keisha Holman	CTC	Career Services
OP	Brian Oakes	CTC	Career Services
P	Courtney Gibbs	CTC	Histotechnology Student
A	Brittany Hoesley	CTC	Histotechnology Student
P	Kaitlyn Meyers	CTC	Histotechnology Student

AGENDA

Agenda Item	Action, Discussion, Information	Responsibility
Introduction of Members and Guests	Attendees introduce themselves and state their position	Trey Moody
Establish Quorum	Quorum established	
Program Mission Statement	The mission of the HT program is to provide the region served by the program with graduate Histotechnicians who can function at career entry levels and who can assume leadership roles as health professionals.	Trey Moody
Approve Minutes from Last Meeting	Motion: Jessica Ganceres 2 nd by: Tammy Samarripa Voted: Approved	
Old Business		
Current Enrollment	Certified rolls: First year – 5 students, Second year – 6 students	Trey Moody
Graduations for 2020-2021	5 students graduated	Trey Moody
Outcomes	<ul style="list-style-type: none"> • 7/1/20-current: 4 students challenged the BOC, 3 students were first-time pass, 1 student passed on the second attempt • 7/1/19-06/30/20: 2 students challenged the BOC, 2 students were first-time pass • 7/1/18-6/30/19: 6 students challenged the BOC, 5 students were first time pass (1 student passed on the second attempt.) • 3-year first-time pass rate: 88% (National: 73.95%) <ul style="list-style-type: none"> ○ Average first-time exam score: 495, SD 88(National: 479, SD 130) ○ 100% of students who challenged the board are certified, but not always within 1 year of graduation (extra information about pass rates obtained through student self-report) • 1 student withdrew, 0 students withdrew after completing halfway point of program • 100% of students contacted have found employment in the field and/or continued their education within 1 year of graduation. 	Trey Moody
Change in Curriculum	After the 2020 Advisory Board Meeting, a curriculum change was made. Biology for Science Majors I (BIOL 1406) A&P I and A&P II were kept in the degree plan per advisory board consensus. Clinical rotations were decreased from 4 to 2 credit hours to accommodate this change.	Trey Moody
New Business		
NAACLS Accreditation Award	The HT program was awarded the maximum award allowed by NAACLS for initial accreditation (5 years) as of April 22 nd , 2021.	Trey Moody
New Personnel	Sarah Nunez, office assistant	Trey Moody
New Clinical Facilities	Epiphany Dermatology will begin taking students for Mohs and frozen section training. Affiliation contracts are underway with St. David’s North Austin, Central Texas Pathology, and Waco Providence Hospital. Approval has been obtained from the responsible area colleges.	
Spring Cohort	Spring Start Degree Plan will begin Spring of 2022, with students enrolling in Introduction to Histotechnology and Histotechnology I. The program will be completed in 5 semesters.	Trey Moody

Agenda Item	Action, Discussion, Information	Responsibility
New Classroom/Lab Space	The MLT, HT, and PBT programs will be moving to the Nursing Building, with renovations of 3 classrooms to begin in 2022.	Trey Moody
Equipment requests	NAACLS recommendation: Purchase cryostat for students.	Trey Moody
Trajecsys Improvements	Trajecsys was adopted for clinical rotation management. Some clinical sites are using Trajecsys for their rotations with all sites expected to transition this year.	Trey Moody
Recruiting and outreach	The pandemic has impacted attendance at recruitment events; virtual recruitment events have had very low attendance. Facebook live session for MLT, PBT, and HT was recorded in 2020 and is available on CTC's YouTube page. Recent visits to BIOL 1406 and 1407 have resulted in several new admissions for both MLT and HT for Spring 2022 cohort. Guest speaker – Astrazeneca Oncology	Trey Moody
Special Populations	Our program continues to serve students from a very diverse background, including traditional students, military family members, and former military.	Trey Moody
Curriculum Decisions		
	No curriculum changes to present.	Trey Moody
Other:		
Advisory Members	Seeking volunteers to be permanent voting advisory board members. Looking for at least 2-3 from clinical facilities, 1-2 from academic sources, and 1-2 from industry partners.	Trey Moody
Clinical Rotations	Most clinical rotations are back up and accepting students. 4 students are currently in clinical rotations, and 5 students will begin in Fall 2022.	Trey Moody
Open Forum		Angela Lester

MINUTES

Key Discussion Points	Discussion
Introduction of Members and Guests	<ul style="list-style-type: none"> Attendees introduced themselves and state their position. Recorded in attendance record.
Establish Quorum	<ul style="list-style-type: none"> Quorum established
Program Mission Statement	<ul style="list-style-type: none"> The mission of the HT program is to provide the region served by the program with graduate Histotechnicians who can function at career entry levels and who can assume leadership roles as health professionals.
Approve Minutes from Last Meeting	Motion: Jessica Ganceres 2 nd by: Tammy Samarripa <ul style="list-style-type: none"> Voted: Approved
Introduction of New Faculty and Staff:	<ul style="list-style-type: none"> Sarah Nunez, new Office Assistant
Update Status of Program:	<ul style="list-style-type: none"> Classes are in-person, with some blended material maintained for increased student accessibility.

Current & Incoming Students:	<ul style="list-style-type: none"> Spring start has been approved, and an additional 5 students are in the process. Expect to have a full cohort for the incoming class.
Board of Certification Results:	<ul style="list-style-type: none"> 7/1/20-current: 4 students challenged the BOC, 3 students were first-time pass, 1 student passed on the second attempt 7/1/19-06/30/20: 2 students challenged the BOC, 2 students were first-time pass 7/1/18-6/30/19: 6 students challenged the BOC, 5 students were first time pass (1 student passed on the second attempt.) 3-year first-time pass rate: 88% (National: 73.95%) Average first-time exam score: 495, SD 88(National: 479, SD 130) 1 student withdrew, 0 students withdrew after completing halfway point of program
NAACLS Site Visit	<ul style="list-style-type: none"> NAACLS site visitors came to CTC in October 2020, performed in-person with one virtual attendee. No deficiencies or concerns were noted. Accreditation is expected after the NAACLS board reconvenes in Spring 2021.
Textbook Updates:	<ul style="list-style-type: none"> No further updates
Curriculum:	<ul style="list-style-type: none"> Microtomy and embedding lessons revised, includes more hands-on training and competency assessments. Donna Emge recommends further development of microtomy and embedding skills, to include the parts and maintenance of equipment.
Degree Plan:	<ul style="list-style-type: none"> After the 2020 Advisory Board Meeting, a curriculum change was made. Biology for Science Majors I (BIOL 1406) A&P I and A&P II were kept in the degree plan per advisory board consensus. Clinical rotations were decreased from 4 to 2 credit hours to accommodate this change. Advisory board had no further comments or recommendations for the degree plan.
Special Populations:	<ul style="list-style-type: none"> HT is accommodating to active duty military, veterans, recent high school graduates; diverse group of potential students. The CTC Foundation was able to help multiple students with tuition, equipment, and textbooks to allow them to continue their education and graduate.
Affiliate Sites:	<ul style="list-style-type: none"> Trajecsys introduced as new clinical rotation software. This system allows for Clocking-in/out with GPS verification and real-time management of students in their rotations by CTC faculty. Trajecsys also allows for the completion of evaluation forms online in order to remove the need for paper forms being emailed or hand delivered to campus. 4 students are currently in clinical rotations. 5 students will begin clinical rotations in Fall 2022.

	<ul style="list-style-type: none"> • Epiphany Dermatology has been added as a clinical affiliate, will train in cryotomy and Mohs procedure. • Central Texas Pathology, Waco Providence Ascension, and St. David's North Austin are still pending completion of affiliation agreement. <ul style="list-style-type: none"> ○ Prof. Moody noted that the first step was gaining approval from the area colleges to have students attend clinical rotations in their area. Approval has been granted by Austin Community College and McClennon Community College.
Marketing and Outreach:	<ul style="list-style-type: none"> • New Facebook Live session was recorded and uploaded to the CTC YouTube channel. • Applicants for nursing and other health programs were contacted about the MLT and HT programs, and many students applied from that contact. • Presentations were given to students in Biology I&II classes to consider the HT/MLT programs, and there was student interest from those endeavors. • Prof. Moody was named to the National Society for Histotechnology Educator's Committee. <ul style="list-style-type: none"> ○ New committee for the NSH to provide advice, guidance, and advocacy for histotechnology programs nationally. • Continuing to reach out to industry partners for advice and participation.
Facilities, Equipment, and Supplies:	<ul style="list-style-type: none"> • HT has plans to relocate to the Nursing building (155) on campus. Construction is planned to begin in 2022. • HT program would like to accept any donations of expired reagents or blocks of interest. • Advisory board agrees with proposal to apply for grants to purchase cryostat.
Other business	<p>Students were interviewed by advisory committee for comments. Professor Moody was not present during this interview.</p> <ul style="list-style-type: none"> • Students had not heard of histotechnology until contacted • Students stated that they felt prepared for clinical experiences, but that more hands-on training would help. • Students nearing graduation had no concerns about finding employment – many have been offered multiple positions already. <p>Volunteers for advisory board positions:</p> <ul style="list-style-type: none"> • Andrea Foskett, Chair of Science Department - volunteered • Donna Emge, Supervisor of Seton Austin Histology Department – considering • CRDAMC will assign a pathologist to the advisory committee • AstraZeneca Oncology is creating liaison positions, will have a liaison volunteer for advisory when the position is created and filled. • Will reach out to other industry and clinical leaders for consideration
Meeting End	<p>Motion to adjourn: Megan Moody 2nd: Jeremy Martin Voted: Meeting adjourned.</p>

CHAIRPERSON SIGNATURE (or designee): X <hr/> <p>Trey Moody Histology Program Director</p>	DATE: 12/07/2020	NEXT MEETING: July 2020
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