In Attendance

Advisory Members Present:
Kate Hamilton — Clinical Instructor, Copley Memorial Medical Center  
Joy Miller — Manager, Rochelle Hospital  
Michelle Trotto — Rush Copley  
Janey Ciontea – Manager, Northwestern Medicine  
Heather Hensley – Clinical Instructor, Rochelle Hospital  
Dana Smid – Diag. Image Supervisor, Northwestern Medicine

Kishwaukee College Members Present:  
Jerry Fox — Program Director  
Marie Meadors — Clinical Coordinator  
Lori Damask — Clinical Facilitator  
Chase Budziak – Dean of Instruction  
Terri Wheeler – Student Worker, Recorder

Introduction & Approval of Previous Minutes

Everyone goes around the table and introduces themselves. The committee then looked over the previous minutes from April 17, 2019. No objections were made and the minutes were approved.

Student Handbook – Student Issue

Students are accepted into the Radiologic Technology program in January. They are then met with in April for preparation, again in June for orientation. One of the admitted students had surgery in May prior to the June orientation. Jerry mentioned that he talked to the student during orientation and explained that she cannot attend clinicals with restrictions. This issue is still occurring. They could not reject the student from entering the program because there is no policy in the handbook that prohibits students who have been accepted into the program from entering despite being on restrictions. 

The student currently missed approximately 200 hours of clinical time and numerous lab exercises in the classroom. Discussion regarding a three layer policy system was brought up. This would work by having a physical clearance prior to entering into the program as a first layer, the second layer would be having clearance prior to orientation, with the third layer being manageable once the student is in the program. Jerry presented the committee with a proposed policy that would prevent students from entering the program with restrictions. Committee members recommended removing the language “physical” and retain the wording “restrictions.” Jerry proposed July 15 as the cutoff date for the Medical Clearance Policy that is still in the works.
ARRT Test Results – Comprehensive Exam Results

The average for the class of 2018 was 77%. Overall, the scores were below average in almost all categories. Adaptive quizzing has been implemented, while comprehensive exams are in the process of being implemented. The class of 2019 had a 92% success rate of passing the exam on the first attempt. Jerry mentioned that all the discussions and implementation of various strategies has proven to be effective. This entire process is an indication that the analysis portion of the assessment plan provides data that allows committee members to develop a strategy that can be carried out by the program faculty.

It is safe to say that there was a significance in improvement for the 2019 students. There was one student from the class of 2019 who failed by around 1 or 2 points, and another who has yet to take the boards. This brings the current average for the whole class to approximately 85% and we are happy with the results. Jerry pointed out that two students had scores of 96 and 95 respectively. These individual scores were exceedingly high for the program. Janey asked if Kishwaukee College conducts a student survey. Jerry responded by saying that 12 months after students graduate, there is a post-education survey that generally receives a lot of feedback.

Marie mentioned that the 2019 graduates were dedicated to starting study groups early in preparation for the boards. Jerry added that there has been a lot of improvement in his 2nd year students after talking to previous graduates.

As for the summer 2019 comprehensive final, the average was 55.5%. It was brought up that the questions on the comprehensive exam be from board type questions, not made up questions from the class. Jerry and Marie stated that the content of the exam covered all areas during the first year academic and clinical applications. Jerry and Marie believe that the questions were straightforward and registry prep questions. Marie mentioned that because of the diversity in the topic on the final, a lot of students freaked. It was a real eye opener for them. The final questions were obtained from Elsevier.

Committee members discussed the availability of books that contained registry prep type questions. Jerry stated that the students receive all the books they need for the two years in August prior to the start of the program.

Program Information – JRCERT Assessment and Masterplan, Cannabis Policy

We are currently expecting a letter from JRCERT regarding an interim report that will probably be due next fall. Jerry brought up a sample of the data requirements that JRCERT requires for the interim report. JRCERT asks for affiliation agreements, clinical site affiliations, degrees and credentials, email addresses, as well as contact information from each site.

Chase presented the college policy for the Cannabis Policy which states that we have a zero tolerance for recreational or medicinal use. If there is a concern while the student is at a clinical site, Kishwaukee College faculty need to be contacted right away and the student will be required to have a drug test or screening completed.

Jerry then went forward as to discuss the Kishwaukee College Radiography Assessment Plan from 2017-2018. The following outcomes and analyses were mentioned.

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<tr>
<th>Outcome</th>
<th>Analysis</th>
<th>Action Plan</th>
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| Student will demonstrate skill in positioning | One second year student scored a “2”  
Class average 90.7%  
One student failed this exam | Students struggling with this assessment need continued role playing activities during lab exercises. |
| Students can communicate effectively with staff, supervisors, physicians, and others | The class of 2020 had two students score a “2” | |
Employers will be satisfied with graduates from Kishwaukee College

<table>
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<tr>
<th>46% participation</th>
<th>100% stated “yes”</th>
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Students will pass the ARRT certification exam

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<th>Class of 2018 77% were successful</th>
<th>Average scores were low compared to national average</th>
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**Radiation Protection**

Jerry presented a document from his linked in page that described a recent ACR meeting (American College of Radiology) in which a proposal was made to eliminate the need for shielding in radiology. Jerry asked committee members if they were familiar with this proposal and whether or not the issue was going forward. Two committee members were familiar with the proposal but do not know what the current status is.

Jerry mentioned that he did respond to the proposal stating the effects of radiation and thyroid cancer have been established by the medical community.

**Mission Statement**

There were no objections or motions to alter the mission statement at this time. It was approved as is.

**Other**

It was brought up that there is confusion regarding the time sheets and the layout. The layout for daily signing is incorrect. Committee members would like the “techs initials portion of the sign in sheet removed; and requested that the spread sheet for the entire semester be available. Jerry mentioned that he can modify the sheet and eliminate the “tech initial” section. Jerry stated that the sign in sheet is the students’ responsibility and that a spread sheet for the entire semester is difficult to analyze for assessment purposes.

Joy is teaching a Health Violence course to all staff members at Rochelle Hospital. She mentioned that her training sessions have been beneficial in her realization of how real these events can impact staff and society. At this time, students are not included in these training sessions. Joy stated that in the future there may be a policy change that will require all students to go through the course.

Adjourned 6:15