Advisory Board Meeting Minutes
Friday, April 21, 2017
9:10am-10:03am

Attendees: Amy Davis, Dr. Charles Schumacher, Linda Parks, Michelle Tensay, Dr. Julius Manz, Sherry Paxson, Ruby Woodard, Callie Vanderbilt, & Jessica Jaramillo

I. Introductions
   • Dr. Manz started off the meeting by welcoming the Advisory Board Members and thanking them for attending today’s meeting.
   • Everyone introduced themselves.

II. New
   • Accreditation
     o The Dental Hygiene Program will be undergoing an Accreditation Site Visit on June 7-8, 2017. Please see the attached Site Visit Schedule (page 3 & 4).
     o The Self-Study has been mailed out.
     o There is a luncheon scheduled for the Advisory Board to attend at the College on Wednesday, June 7th from 12:00pm-1:30pm. During this luncheon the Site Visitors will discuss experiences with the Advisory Board Members.
   • Budget
     o The program’s budget has been cut this year.
   • Pinning and Graduation
     o The Dental Hygiene Pinning Ceremony will be on Friday, May 12th at 6:00pm in the Zia Room.
     o Graduation will be on Saturday, May 13th at 9:00am in the Learning Commons Plaza.

III. Program Highlights
   • Class of 2017
     o Jessica Jaramillo shared the report from Betty. Please see the attached Advisory Board Meeting Report (page 5).
   • Class of 2018
     o This class is a strong class.
     o The students volunteered for GKAS and the Veterans Stand Down.
     o The students participated in the Autism Walk-A-Thon. They informed the community that children with Autism are welcome at our Clinic. They also shared information on how to get children with Autism ready for a dental visit.
     o The students helped with the CE Fundraiser: Improving Patient Outcomes Using the Latest Research in Teaching and Learning, presented by Sherry. There was a good turn out and Sherry did a great job!
• Class of 2019
  o The Class of 2019 has been selected and letters have been mailed out. There are 2 applicants from Farmington, 1 from Mancos, 1 from Las Vegas, NM, 1 from Fruitland, 1 from Bloomfield, 2 from Santa Fe, 1 from Durango, 1 from Artesia, 1 from Cortez, and 1 from Washington State.
  o Dr. Manz asked the group if they had any marketing ideas. One idea was to put brochures in the Dental Offices.

IV. Updates on Potential Courses
• Laser Certification Course
  o Our faculty is working on this course. We are hoping to have it ready by the fall 2017 semester.
• Coronal Polishing and Sealants Course
  o Sherry will be developing the course from the summer curriculum. She is hoping to offer it during the fall 2017 semester.
• Expanded Functions Course
  o We are waiting to proceed until after Accreditation.

V. Miscellaneous
• Cutting the Program to 65 credit hours is being pushed. Dr. Manz asked the members of the board if they haven’t already, to please send letters to the Department of Health.
• Presbyterian Medical Services has a job opening for a Head Start position.
• The Math and Science Department hired a new A&P Instructor. Also, a new science lab is being built.
• Effective March 15, 2017 students who graduate from a program that includes local anesthesia do not need to take the Local Anesthesia Board Exam. Our students will be encouraged to take both written and clinical exams.

VI. Future
• NM MOM
  o The New Mexico Mission of Mercy is scheduled for September 22-23, 2017 in Albuquerque.

VII. Conclusion
• Dr. Manz concluded the meeting by again thanking everyone for attending and expressed how much he appreciates the support of the community and the college.
## SCHEDULE OF CONFERENCES
### SAN JUAN COLLEGE DENTAL HYGIENE PROGRAM 2017 SITE VISIT

### WEDNESDAY JUNE 07, 2017 (FIRST DAY)

<table>
<thead>
<tr>
<th>TIME</th>
<th>PLACE</th>
<th>SUBJECT</th>
<th>INDIVIDUALS MEETING W/COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30</td>
<td>Directors Office</td>
<td>Initial meeting with Program Director</td>
<td>Dr. Julius N. Manz - Director</td>
</tr>
<tr>
<td>9:00</td>
<td>HHPC Conference Room 55321</td>
<td>Administration, Budget, Outcomes Assessment, Faculty and Admissions</td>
<td>Dr. Toni Pendergrass – President SJC&lt;br&gt;Dr. Barbara Ake – VP for Learning&lt;br&gt;Dr. Virgil Caldwell - Dean School of Health Science&lt;br&gt;Ed DesPlas – VP for Admin. Services&lt;br&gt;Jon Betz – Sr. Director, Enrollment Management&lt;br&gt;Dr. Julius Manz – Director&lt;br&gt;Elizabeth Onik, RDH – 2nd year coordinator&lt;br&gt;Sherry Paxson, RDH – 1st year coordinator</td>
</tr>
<tr>
<td>10:00</td>
<td>Orientation Tour of Program Facilities</td>
<td></td>
<td>Dr. Julius N. Manz - Director</td>
</tr>
<tr>
<td>10:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 113 Preclinical DH Seminar &amp; DHYG 114 Preclinical DH</td>
<td>Sherry Paxson, RDH – 1st year coordinator</td>
</tr>
<tr>
<td>10:45</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 217 Dental Radiography</td>
<td>Julie Perea, RDH</td>
</tr>
<tr>
<td>11:00</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 222 Medical Emergencies, DHYG 223 Clinical DH Seminar I &amp; DHYG 224 Clinical DH I</td>
<td>Sherry Paxson, RDH – 1st year coordinator&lt;br&gt;Sherry Paxson, RDH – 1st year coordinator</td>
</tr>
<tr>
<td>11:15</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 110 Head &amp; Neck Anatomy</td>
<td>Dr. Phillip Dunn</td>
</tr>
<tr>
<td>11:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 227 General and Oral Pathology</td>
<td>Dr. Phillip Dunn</td>
</tr>
<tr>
<td>11:45</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Executive Session</td>
<td></td>
</tr>
<tr>
<td>12:00</td>
<td>Clinic</td>
<td>Lunch</td>
<td>Advisory Committee, Faculty, Director</td>
</tr>
<tr>
<td>1:30</td>
<td>Observation of Clinic Session</td>
<td></td>
<td>Faculty, Students</td>
</tr>
<tr>
<td>2:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 112 Tooth Morphology &amp; DHYG 248 Board Review</td>
<td>Allison Cahoon, RDH</td>
</tr>
<tr>
<td>2:45</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 229 Pharmacology</td>
<td>Brad Moon, RN</td>
</tr>
<tr>
<td>3:00</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 115 Oral Histology and Embryology</td>
<td>Dr. Dennis Miller</td>
</tr>
<tr>
<td>3:15</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 231 Periodontology</td>
<td>Dr. Dennis Miller</td>
</tr>
<tr>
<td>3:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 221 Dental BioMaterials &amp; DHYG 237 Local Anesthesia and Pain Control</td>
<td>Dr. Julius N. Manz - Director&lt;br&gt;Sherry Paxson, RDH – 1st year coordinator&lt;br&gt;Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>3:45</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 225 Clinical DH II and Seminar II</td>
<td>Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>4:00</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 233 Clinical DH Seminar III &amp; DHYG 234 Clinical DH III</td>
<td>Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>4:15</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 235 Dental Public Health</td>
<td>Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>4:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 243 Clinical DH Seminar IV &amp; DHYG 244 Clinical DH IV</td>
<td>Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>4:45</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Course Review: DHYG 245 Principles of Practice and DHYG 247 Practicum</td>
<td>Allison Cahoon, RDH&lt;br&gt;Elizabeth Onik, RDH – 2nd year coordinator</td>
</tr>
<tr>
<td>5:00</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Debriefing Session with Program Administrator</td>
<td>Dr. Julius N. Manz - Director</td>
</tr>
<tr>
<td>5:30</td>
<td>Hotel</td>
<td>Executive Session</td>
<td></td>
</tr>
</tbody>
</table>
### THURSDAY JUNE 08, 2017 (SECOND DAY)

<table>
<thead>
<tr>
<th>TIME</th>
<th>PLACE</th>
<th>SUBJECT</th>
<th>INDIVIDUALS MEETING W/COMMITTEE</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:30</td>
<td>Adjunct Office Rm. 55343B</td>
<td>Interim Conference with Program Administrator</td>
<td>Dr. Julius N. Manz - Director</td>
</tr>
</tbody>
</table>
| 9:00 | Adjunct Office Rm. 55343B | Continuation of Curriculum Review: Biomedical Science Courses  
BIOL 121 Introductory Biology I  
BIOL 252 Human A&P I  
BIOL 253 Human A&P II  
BIOL 224 Microbiology  
CHEM 110 Chemistry | Dr. Michael Ottinger |
| 10:15 | Classroom 55344 | Open Session with Students | Students |
| 11:00 | Library | Tour of Library and/or Learning Resource Center | Dr. Julius N. Manz - Director  
Christopher Schipper |
| 12:00 | | Executive Session - Lunch |  |
| 2:00 | Directors Office 55343E | Final Conference with Program Administrator | Dr. Julius N. Manz - Director |
| 2:30 | HHPC Conference Room 55321 | Final Conference with Institutional Administration | Dr. Toni Pendergrass – President SJC  
Dr. Barbara Ake – VP for Learning  
Dr. Virgil Caldwell - Dean School of Health Science  
Dr. Julius Manz – Director  
Elizabeth Onik, RDH – 2nd year coordinator  
Sherry Paxson, RDH – 1st year coordinator |
| 3:00 | | Departure |  |
Class of 2017

- Students are excited about graduation, only 3 more weeks!
- Pinning will be on Friday, May 12 at the Zia at 6:00 pm
- This semester in Practicum, students continued to engage with the community by providing dental hygiene services on several rotations.
  - They each spent about 12 hours providing dental hygiene services at Life Care Nursing Home under the direction of Dr. Jennifer Thompson and Ms. Allison Cahoon.
  - Head Start was a fun rotation for students who each spent 6-9 hours providing screenings, fluoride varnish and education to preschoolers, supervised by April Paniagua.
  - Students also had the opportunity to rotate through Sherry’s first year clinic sharing their knowledge and experiencing some teaching moments.
  - Students prepared and delivered Lesson Plans to at least two different classrooms in local schools from pre-K through high school.
  - Their favorite rotations by far were provided this year by two dental offices, where students were happy to see a “real office” in action, and all felt that they learned SO much from this rotation. Thank you, Dr. Hilton, and Dr. Cundick for the continual support you provide for the students!!
- Service Learning continues to be a strong focus of the SJC Dental Hygiene Program:
  - 11 students participated in Give Kids A Smile on Feb. 3. They provided pediatric prophys, fluoride, sealants and education.
  - 9 students volunteered as judges at the Local and Regional San Juan County Science Fair on March 3rd and 10th.
  - 4 students volunteered on March 31st at the San Juan College Open House for high school students, where they talked with students and promoted the program through demonstrations and discussion.
  - 4 students volunteered at a Health Fair held at the SJC HHPC on April 1st, to help promote a new community health program and share information about our dental clinic.
  - 7 students were presented with Honors Awards on a banquet in their honor held on April 11. Honors included Master Scholars (minimum GPA of 3.6); Distinguished Scholars (GPA of 3.25 or higher) and Honors Service Learning scholars. (12 or more hours in Honors Service Learning Courses)
- Students continue to perform well on Licensing Exams. So far, 10 of the 12 have taken and passed the written Local Anesthesia exam. (The other 2 are scheduled later in the month.) 6 students have taken the clinical Local Anesthesia exam, with 4 passing on the first try, 1 more passing on the second try, and 1 choosing not to retake the clinical portion of the exam.
  - All students are scheduled to take the CRDTS or WREB Board exam in May.