OCCUPATIONAL THERAPY **10/16/13**

Members Present:	Jennifer Geitner, Tricia Vigil, Mary Chavez, Barbara Anderson, Jennifer Miranda, Michela Caruso, Brandy Morgan, Ellen Cornett, Christian Short, Ann Flores - recorder	
Members Absent:		
Guests:	None	
Agenda Items	Meeting started at 5:36PM	**Decisions/Action Items**
Approval of Minutes:	04/17/13 approved with no changes	
Program update:		
Tricia Vigil	On site accreditation visit November 18, 2013. First meeting will be with Tricia and then with Tricia and Jennifer. Then they will go over the curriculum, retention rate, strategic plan, data, spend several hours looking at files, going over minutes, meeting with students and fieldwork educators and empolyers. Tricia reports on the 2013 Program evaulation results. The Board was given data on students retention, the students FW performances.	Some fieldwork educators and employers from the Advisory Board members will be attending the on-site visit meeting.
Strategic plan	We are looking at marketing, Public CEU, 21st Century learning, simulation (how can our program fit in that for scenarios).	
Alumni Dinner and Community	The Alumni Dinner was a great success. We had 87 participants. Many showed up for CEUs. Attendee breakdown: 56% OTA , 12% OT, 38% say they rely on this program for their CEU, 43% need it by next year, and 7% need it this year. 81% will attend again next year, 42% stated need more breaks. It was mentioned that more breaks would have reduced the CEU in the time frame given. We will continue the event going forward. This dinner was 3 CEU's.	
Curriculum Changes	Curriculum design summited - **OTA Faculty and Advising Board met the approved curriculum changes and expectations.** This is the expectation that student will have when they graduate. The threads are based on the 5 objectives. Out of the adult learning we focus on 3 items we think they MUST have and that is *professionalism, clinical reasoning and self-directed learning* . We base our theory on Malcolm Knowles Adult Learning. Threads are intertwined throughout the curriculum. Field work, employers, and Advisiory Board, how do your facilities integrate that? We must promote and teach these threads. Attached was the curriculum for the next semester.	
Pass-rates	We have 100 % pass-rate over the last 6 months. 1 student left to take the exam. The figures used for pass-rates is calculated by how many times they take the test. As of January it will be based off "*do they pass* ". That will make our numbers go up.	

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Review and Updates of By-Laws	New Chair - Brandy Morgan - Secretary - Ann Flores and majority chose to call Advisory Board Meeting rather than Committee, so it is now addressed as Advisory Board. Anyone can come however, if they are not board members they do not have voting rights. Number of members: 5 or more from the business/community/industry, 4 from PCC including 1st year and 2nd year students, diversity is in our mission statement and we encourage it. Students serve for 1 year. Members terms (year) will be staggered and a commitment of 3 years. For those new members who are interested we will send them a copy of the by-laws so they will understand their role as an Advisory Board member. Meeting place can be anywhere based on where the majority of our Advisory member (including students) resides. Next meeting will be tentative and subject to change but determined prior to meeting adjournment . The remaining bi-law are approved as written.	Jennifer will send out a letter to our past no show members (but still on the board) thanking them for their SVC. Their commitment is up and replacements need to be reviewed. Everyone had positive things to say about our use of time and what is discussed in the Advisory Board meetings, we ask if anyone has ideas and issue to contact us. Jennifer will send out the new by-laws.
Student Report	College update was reviewed. our attending students reported on the Alumni dinner being a success, the speaker was good and the topic was interesting. Students raised enough money for OTAC conference. Students received those dollars to help them with cost of attending the conference. ASG gave $3,700.00 to go along with what was raised by OTA students. OTA students are very grateful to the student government for their help.	
Next Meeting	Wednesday, March 19, 2014 5:30PM - 7:00PM - tentative and subject to change via notification.	