**MISSION:** Provide dynamic learning for living, working and serving. **VISION:** A success story for every student and stakeholder.

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**minnesota.edu/programs/cardiovascular-technology-invasive/**

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### ADVISORY COMMITTEE MEETING

<table>
<thead>
<tr>
<th>Advisory Committee:</th>
<th>CVRI Spring 2018 meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meeting Date:</td>
<td>February 8, 2018</td>
</tr>
<tr>
<td>Chair:</td>
<td></td>
</tr>
<tr>
<td>Vice Chair:</td>
<td></td>
</tr>
<tr>
<td>Location:</td>
<td>M State, MHD, MN Cardiovascular Technology Lab</td>
</tr>
<tr>
<td>Recorder:</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Committee Members:</th>
<th></th>
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| Resources:          |                          |

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**Important Note:** Advisory Committees meet twice per year. While every topic on the agenda template may not be addressed at both meetings, all topics should be addressed over the course of the year.

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### AGENDA/MINUTES

<table>
<thead>
<tr>
<th>Agenda</th>
<th>Minutes/Decisions</th>
</tr>
</thead>
</table>
| 1. Welcome and Updates  
  - Call meeting to order  
  - Additions/approval of agenda  
  - Approve last meeting minutes  
  - Update advisory membership list and introduce new members (using sign in sheet)                                                                                                      | Jamie called the meeting to order at 4:35.                                                           |
| The last meeting was the site visit breakfast, no minutes to approve.                                                                                                                                    |                                                                                                      |
| Update from Dean:  
  - HLC CQR visit update  
  - New programs – Medical Scribe  
  - Leveraged equipment reminder  
  - Requested facilities not send donations with students for liability reason.                                                                                                                   |                                                                                                      |
<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td><strong>2. Chair/Vice Chair Elections</strong></td>
<td>Nancy Bar was nominated as chair by [ ], second by [ ]. Jana Hart nominated to be vice chair. Second – [ ] – Accept. Program needs to develop bylaws and position descriptions for next meeting.</td>
</tr>
<tr>
<td><strong>3. Program Updates/Changes Since Last Meeting</strong></td>
<td>Achieved 5 year accreditation from JRC-CVT, with no findings. Monitor boom and monitors donated by SH. Installed. Program purchased the AngioFlex II Simbionix simulator, and other equipment (stainless steel table etc.).</td>
</tr>
<tr>
<td><strong>4. Discussion of Student and Program Graduate Performance</strong></td>
<td>Retention – 1 student dropped survey course, but plans to reapply and repeat. Asked about starts – start every fall term. Talked about the advisory board survey results.</td>
</tr>
<tr>
<td><strong>6. Course and Program Plan Review</strong></td>
<td>Course and program – still in working through the first cohort. Students want more Clinical I time. Nothing can happen for this first group – wait to have the data. The intent of this clinical is socialization and getting comfortable before practicum. Preceptor suggestion – envelope for the evaluation. Can this be an electronic form? Can [ ] run through the labs and pick up.</td>
</tr>
</tbody>
</table>

- College update from an academic dean
- Chair/Vice Chair Elections
- Program Updates/Changes Since Last Meeting
- Discussion of Student and Program Graduate Performance
- Discussion of Industry Trends
- Course and Program Plan Review
<table>
<thead>
<tr>
<th></th>
<th>Program Outcome Review</th>
<th>Tabled until next year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Program Needs (partnerships, equipment and recruitment)</td>
<td>Right now, we have what we need. Clinical space SH Badges don’t work</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td>Lead – stay with Barre – Rethinking need for students to purchase lead. Should school be supplying lead? Staff are not required to buy lead. Thinking about the pro’s and con’s of students purchasing lead. Recruitment. Altru taking to HS</td>
</tr>
<tr>
<td>10</td>
<td>Next Meeting Date</td>
<td>October</td>
</tr>
</tbody>
</table>

**ACTION ITEMS**

<table>
<thead>
<tr>
<th>Action Item(s)</th>
<th>Owner</th>
<th>Target Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Research Echo Tech program</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Develop bylaws and position descriptions.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Call sites for clinical</td>
<td></td>
<td>Now</td>
</tr>
<tr>
<td>4. Sarah send Jana the list of students to get the badges working</td>
<td></td>
<td>Now</td>
</tr>
<tr>
<td>5. ACLS –Course Fee?</td>
<td></td>
<td></td>
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</tbody>
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