

*SJVC*  
San Diego Campus  
Dental Hygiene Program  
Advisory Board Meeting  
Minutes  
King's Fish House  
6:15 pm  
January 25<sup>th</sup>, 2012

**Attending:**     **Chair-** Jean Honny  
                  **Committee Members** – Darcie Bell, RDH; Mak-Nai Dohr, RDH; Alyssa Golden, RDH; Courtney Geiger, RDH; Joan Vrieliike-Capito, RDH; David Richards, DDS; Steve Perry, Director of Real Estate

**Recorder of Minutes-** Jean Honny

Jean Honny **opened** the meeting at 6:30.

- I. **Welcome and Introduction-** All members introduced themselves and added an unknown fact about them. Letters of Release of Liability were signed by all members present.
- II. **Approval of Minutes-** N/A
- III. **Review and Discussion of:**
  - a. **History of SJVC-** A PowerPoint presentation of the history, start dates of Visalia and Rancho campus, Equipment and clinic setup presented.
  - b. Program Update included:
    1. Location- Steve Perry discussed Chula Vista and the complete investigation of San Diego real estate with SJVC requirements for school placement. Parking was the issue for the number of spaces needed for faculty, students, staff and patients.
    2. Facilities- Steve Perry discussed the square footage needed for the clinic and supporting staff, student, and faculty space.
    3. Student Cohort Size. A range 20-24 for the first student cohort sized and an increase each year until we reached a max of 36 students was discussed with the committee.
    4. Faculty-The starting number of fulltime and part time with a phase in of addition faculty was explained for a 1:5 ratio in the clinic and the necessary labs.
    5. Staff support- The staff of front and back office managers was discussed with a recommendation of both being bi-lingual was posed by Darcie Bell.
    6. Start Date-A November date was given as a target start date.
  - c. **Student achievement data-**Jean Honny presented data from the Visalia and Rancho Campus due to a zero student census at San Diego Campus.
  - d. **Pending changes to curriculum-** Competencies were discussed with the committee explaining the CODA recommendation to remove the “prosed” statement from the first submission. All of the CODA recommendations for development of the San Diego Program were disclosed to the committee.

- e. **Textbooks, equipment, supplies, etc.** Jean Honny explained the use of e-Books and Smart Board as learning tools that SJVC provides to enhance student learning.

Steve Perry reviewed the equipment that SJVC has purchased in the past and asked for suggestions on digital x-ray equipment. A discussion was had about the use of PSP plates vs. Sensors. The end choice was to have the student use PSP plate for daily clinic use and to purchase one sensor for experience.

The committee discussed the newly graduated student's comment at the last San Diego CE. Some doctors in the San Diego area are asking for laser certifications on the job notice. There was a discussion about adding lasers to the clinic for student experience. Dr. Richards said "the problem was that there is no consistent protocol for their use". Dr. Richards was asked by Jean Honny if he would work on providing that protocol so that we can proceed with the possible purchase of a laser for the clinic. Dr. Richards accepted.

- f. **Externship matters-** The CS100 course was explained to the committee in response to a question on giving the students more than just the skills of scaling. Jean Honny discussed the development of "soft skill" as well as making the student a team player in the dental office.
- g. **Quality Assurance Program-** As part of the quality assurance there is a need to identify the no or low cost clinics in the San Diego area for patient referrals. The committee was also informed that they are part of the Quality Assurance program with all issues and solutions will be reported back to them.
- h. **Patient Recruitment-** The committee asked for the plan of patient recruitment. Steve Perry explained the process of advertisement for getting patient into the clinic. Clinic fees were discussed and it was explained that there are no clinic fees at SJVC for the patients.
- i. **Community Service-** Jean Honny explained to the committee how important it is for the SJVC students to be connected to the committee. She wants the students to work with both the Dental and Dental Hygiene Societies. She is interested in the students participating in the community sealant days and for the Dental Society to investigate the program that Tri-county has for a restorative day that is organized at the Rancho Campus. Dr. Richards was interested in connecting with Tri-County to see what it would involve.
- j. **Additional topical areas of interest-** Mak-Nai Dohr asked what the policy was on remediation and tutoring of the student. Jean Honny explained the tracking procedures at the 5 week and mid-term mark with tutoring plans being made for those students that are subpar at those time intervals. It was discussed that the Learning Resources Coordinator helps tutor those students who needed help in English and Math.

**Meeting adjourned at 8:30 pm**

**Next meeting-** March 14, 2012

**Note: Program Director or Division Manager responsible for ensuring minutes are electronically forwarded to the Academic Dean within one week of the meeting.**