

**MINNESOTA WEST COMMUNITY & TECHNICAL COLLEGE**

**MLT ADVISORY BOARD MINUTES**

**NOVEMBER 12, 2019**

The MLT Advisory Committee Meeting commenced on November 12, 2019 at MWCTC, Luverne Center at 2:07 in Room 142.

**MEMBERS PRESENT:**

Dr. Rita Miller (MN WEST Program Director), Jackie Otkin (Dean of Allied Health), Jane Polz (Lab manager, Windom), Julie Stevens (Lab Manager at Pipestone County Medical Center), ReJean Knobloch (Lab manager at Sanford Health Rock Rapids Clinic). Zoomed in: Heather Hoeckman, Murray County Medical Center, Slayton) and Lexi Krull, Avera Merrill Pioneer Hospital, Rock Rapids).

**TOPIC: Center update**

**DISCUSSION:** Overall, Minnesota West's enrollment is up by 1.3% from last year. However, Luverne Center's enrollment is slightly down. The Dental Assisting program started this Fall semester. Luverne is a satellite of Canby Dental program.

**CLOSED**

**OLD BUSINESS:**

**TOPIC: Simulated Microbiology Lab**

**DISCUSSION:** As discussed last year, the number of Clinical sites that have a Microbiology Department has been decreasing. Kristin Fritz, adjunct faculty, is working on this for a special project during her Master's program as UND. The simulated lab will be 2 weeks long and the student will spend two weeks at a hospital site. Due to Kristin's UND course schedule, the simulated microbiology for Clinicals will be held April 13 to 17<sup>th</sup> and April 20 to 24. Hereafter, the simulated microbiology lab will be the first two weeks of Clinicals. For the hospital labs that has a microbiology department, it will be the decision of the laboratory manager if they want the student to attend the Simulated Microbiology Lab. Kristin was unable to be at the meeting; however, Rita answered questions.

**ACTION:** Simulated microbiology lab will start April 13, 2020

**OPEN**

**ONGOING BUSINESS:**

**TOPIC: Enrollment**

Fall 2018: 10 students began program

9 students will be going to Clinicals in January 2020

4 phlebotomist will be attending externship in 2020.

**TOPIC: Marketing updates**

**DISCUSSION:**

- a. YMIC Career Exploration Day in Canby April 6, 2018
  - i. 4 sessions 87 total students from Lakeview, RCW, YME, Canby, Dawson Boyd & Minneota
- b. Techs and Trades on the Prairie: Morgan, MN July 17
  - i. 6- one hours sessions grades 7-12 90 students
- c. Career expo: Worthington on September 25<sup>th</sup> (700 students). Two second year students were at the booth. They had a game called "C." the "Diff"erence where the visitor had to correctly match each "Stool" w to the correct candy bar. This was a big hit and brought students to the booth. The two students also were Hispanic so they would converse with ESL students.
- d. Scrub Camp: October 22. 125 students.
- e. Intro to Medical Careers:
  - i. 22 high-school students. Adrian, Luverne, Hills-Beaver Creek, Ellsworth & Pipestone
- f. College purchased MLT stand-up banner and table cloth

**ACTION:** Continue to market the program wherever and however possible.

**ONGOING**

**TOPIC: Discussion of Clinicals**

**DISCUSSION:** No one had any problems or suggestions regarding last year Clinicals.

**ACTION:**

**OPEN**

**TOPIC: Job Placement**

**DISCUSSION:** Job placement remains at 100%. Rita is seeing an increase of emails from lab managers and HR about MLT job openings. Several hospital labs are not even getting applicants.

**ONGOING**

**TOPIC: Student assessment and statistics:**

**DISCUSSION:** Members reviewed statistics provided (see handouts). 100% of 2019 graduates that have taken the exam have passed. No trends were noted. The Board Exam scores for laboratory Operations (LO) continue to increase; meeting the goal set to improve these scores.

**ONGOING**

**NEW BUSINESS**

**TOPIC: Trajecys Software for Clinicals**

**DISCUSSION:** Trajecys software is an online Clinical management and tracking system for students at their Clinicals. So far, Minnesota West's Surgical Technician and Radiological Technology programs use it. Student's fee has been built into the tuition. Currently, the software is in the development stage for the MLT Program. Rita will send out the link and instructions.

**OPEN**

**TOPIC: Case Study during Clinicals**

**DISCUSSION:** due to HIPPA it is becoming more difficult for the students to view patient's information. After discussion, the committee agreed that Rita will send out case studies with questions for each

laboratory department (hem, chem, etc.). The student will pick one of the case studies to present at the Clinical site and during Capstone course.

ACTION: Rita to send students case study. We will discuss the process and outcome at next year's meeting

**OPEN**

**TOPIC: New Brochure for Phlebotomy to MLT**

DISCUSSION: There has been an increase of students who are working as phlebotomist that wants to upgrade to MLT. Rita drafted a brochure. Committee thought this was a great idea. They would like the picture of the tech to be replaced with a student looking in a microscope.

ACTION: Rita will make changes to the brochure

**CLOSED**

**TOPIC: NAACLS Interim report**

DISCUSSION: Rita informed the committee that NAACLS interim (5 years) report is due 4/1/2020

ACTION:

**CLOSED**

**TOPIC: HLC requirement: Review of Course**

DISCUSSION: One Higher Learning Committee's requirement is that the Advisory Committee reviews one course per year. Rita provided the material for members to review MDLT 1110: Medical Laboratory Calculations. Members did not have any changes.

ACTION:

**CLOSED**

**TOPIC: Equipment**

Discussion: Mike from Avera Holy Family Hospital in Estherville donated a Sysmex CA-500. This qualified for matching funds to purchase Parasitology slides. Rita has submitted request for Perkin's grant for a Bloodbanking cell washer. Rita thanked everyone for all the supplies for the program.

ACTION:

**OPEN**

**TOPIC: Student "Field Trips"**

DISCUSSION: "Field trips": Nine students attend the Sanford/Avera lab Education day at Avera's Prairie Center. 2<sup>nd</sup> year MLT will visit Avera McKennan Hospital Lab on November 14<sup>th</sup>.

ACTION: Continue field trips

**CLOSED**

**TOPIC: Employer Survey**

DISCUSSION: Rita gave the members a hardcopy of the employer survey. Rita mentioned she will be using Survey Monkey. Jane suggested emailing a hardcopy first so the managers can see the questions.

ACTION: Rita to put employer survey in a Survey Monkey.

**OPEN**

**ADJOURNMENT:**

The meeting was adjourned at 3:24 p.m.

Respectfully submitted by: Rita Miller, Program Director

