

**HENNEPIN TECHNICAL COLLEGE  
NOTICE OF ADVISORY COMMITTEE MEETING**

PROGRAM NAME      Dental Assistant

MEETING DATE      September 25 2019      MEETING DAY      Wednesday

MEETING TIME      5:30-7:30 pm      LOCATION      Brooklyn Park Campus,  
Room: G223

SUPERVISOR IN CHARGE OF MEETING      Leanne Rogstad (Interim VP Academic Affairs and Jake Johnson, Interim Dean)

1. CALL TO ORDER: Meeting was called to order by Dr. Dave Eckart at 5:40pm on 9/25, 2019 in G223 at Brooklyn Park Campus
2. INTRODUCTIONS: Those present were: Dionne Dabelow, Endodontic Associates; Stacy Mickelson, Park Dental; Dave Eckart, Eckart Dental Center; Steve St. Marie, Patterson Dental; Marlene Pixley, Kelli Olson, Heather O'Hara, Accorde Orthodontics; Jennifer Norbeck, Children's Dental Services; BP Student: Jonnica Mayer, HTC Staff: Jake Johnson, Sarah Cornelius, Matt Gustafson; HTC DA Faculty: JoAnn Brandt, Jackie Bymark, Lucy Shoemaker and Susan Thaemert.
3. APPROVAL OF MINUTES FROM LAST MEETING: Marlene Pixley made motion to approve minutes, seconded by Steve St. Marie
4. ADDITIONAL ITEMS TO ADD TO AGENDA – Summer Dental Science Class Offering: DNTL 1121 Dental Science was offered during summer of 2019. 7 students were enrolled, 6 passed. Four of those that passed enrolled at BP, 2 enrolled at EP. Fall 2019 Enrollment for DA Program at both campuses was full. JoAnn Brandt was approved for sabbatical for Spring 2020. Her topics she will focus on include "Using IT to enhance education" & DA Surveys. Covering for her classes will be Dorina Celac, a past EP DA Graduate and Tammy Erickson.
5. TOUR OF BP DENTAL FACILITY – Input for future new facility was discussed. Plans were drawn up by Tom Jorrisen from Benco Dental. Classroom behind Dental Materials Lab & current storage area behind that classroom would be used to expand the space.
6. CODA ACCREDITATION SITE VISIT – NOVEMBER 7-8, 2019 **(The site visit is being held at BPC including the Advisory Luncheon; Thursday, Nov. 7, 12:00 noon-1:20 pm in Hennepin Room. All Advisory Board members are encouraged to attend. At 12:45 pm, the site visiting team will meet with Advisory Board Members only. The site visiting team will consist of 2 outside people and 1 representative from the MN Board of Dentistry. They will interview instructors that teach each of the courses of the DA curriculum. Students will also be interviewed. If any recommendations are made, Susan Thaemert would know by the end of the first day.**
7. DISTRIBUTION & REVIEW UPDATED DENTAL ADVISORY HANDBOOK: Handbook was distributed and Susan Thaemert asked Advisory Members to read prior to site visit.

8. NEW APPLICATION PROCESS-FALL 2020 – Sarah Cornelius, Enrollment Advisor will be overseeing the pre dental and DA program applicants. Sarah will be working with Adele Halberg to get DA Application set up so students can submit electronically vs certified mail by April 2020. Application for Fall 2020 DA program will still be paper & submitted through certified mail. Sarah will be able to see status of each applicant, indicate what is missing & follow-up to insure application is complete. Once application is complete, student will be allowed to register. Sarah also plans to come into each Dental Science course to explain course sequence of pre-requisites & program registration process. This is scheduled around registration time for following year; usually 3<sup>rd</sup> week of October.
9. STATE (DASLE) & NATIONAL (DANB) BOARD RESULTS- Discussed MN Board of Dentistry/MN Dental Association DASLE Review held downtown Minneapolis at Hennepin County Library on July 26<sup>th</sup>, 2019. Many of the HTC students that attended thought it was very helpful by indicating what to focus studies on. Overall pass rate for DASLE exam has increased.
10. REVIEW & REVISE PROGRAM GOALS (deletion and/or new goal(s) for AAS degree-assessment plan sheet-2019 Self-Study
11. EMPLOYER/GRADUATE SURVEY RESULTS (2018 GRADS) – JoAnn & Jackie are in charge of sending surveys at recommended times. Program Survey will change from Survey Monkey, which Donna Statzell helped set up in 2015 to Explorance Blue.
12. REVIEW BUDGET EXPENDITURES (Including equipment) BP was awarded funding for new DA clinic stools and intraoral camera. EP didn't receive anything initially but since leveraged funds eventually became available, EP was awarded money for Progeny X-ray machine and Schick Digital Sensor Startup Kit. (Since this meeting, money was only awarded for the Digital Sensor Starter Kit).
13. SUMMER 2020 EXTERNSHIP CHANGE: 6 weeks in General, 4 weeks in specialty due to CODA wanting to keep focus on general chairside assisting skills
14. SPRING ADVISORY APPRECIATION DINNER – HTC is looking at possibly changing this appreciation dinner to a Breakfast on Workshop Day. After discussion, most felt that attending an evening event fit into their schedules better.
15. DEAN'S REPORT (FALL FOUNDATION EVENT, HTC NEWS/UPDATES: Jake Johnson emphasized that CODA site visit is a huge event for the program and thanks everyone for their input, attendance and support.
16. INDUSTRY TRENDS/EMPLOYMENT OPPORTUNITIES: Scholarship Gala with raffle & silent auction will be held at BP campus on Thurs. October 3<sup>rd</sup>, 2019 at 5:30 pm. All are welcome to this great event.  
MEDA (MN Educators of Dental Assistants) Fall Meeting will be held on Sat. October 26<sup>th</sup> at St. Cloud Technical & Community College  
DENTSPLY SIRONA “Dentsply Sirona World” returns to Las Vegas, Nevada for the industry's Ultimate Dental Meeting. The annual event will take place from **October 3-5, 2019** at the Mandalay Bay Resort and Casino.

Dionne Dabelow is looking to speak to any students interested in endodontics about future job opportunities.

Dave Eckart mentioned that pay scale for dental assistants has increased.

Jennifer Norbeck informed us of open house for their new facility at 728 Hennepin Ave. E in Minneapolis

17. ADJOURNMENT: Marlene Pixley adjourned meeting.

Respectfully submitted by

Lucy Shoemaker