

## Meeting Minutes Health Services Administration Advisory Committee

October 13, 2020

- I. **Call to Order** – 5:11pm
- II. **Introductions**

Attendance

  - A. Members Present: Mark Haumschild, Teri Trede, Wendy Shellhorn, Alyssa Bedard, Kory Thomas, Monica Roberts, Gerianne Fraddosio, Lisa Bell, Xaivea Benjamin, Phil Weichmann, Paige Brett, Samantha Staley, Shanya Turner, Heath Kirby, Patty Durrell, Will Baldwin
  - B. Members Excused: Cindy McNulty, Carolyn Galluccio, Deanna Stentiford, Marilyn Browne, Colleen Zeller, Sandy Malkin
- III. **Program Update** – Will Baldwin, Teri Trede, Wendy Shellhorn
  - A. Started with committee mission: To provide industry support for the mission/vision of the Health Sciences AS and Health Services Administration BAS programs. Degree programs vision statements were shared.
  - B. Enrollment Update – AS program went from 182 students in Fall 2019 to 176. A small drop, but larger drops were expected college-wide due to pandemic. BAS program was 455 in Fall 2019 and now 458 in Fall 2020. Enrollment in the BAS subplans has stayed steady with Management and Human Services traditionally being the largest.
  - C. Course Review – List of courses committee members reviewed in Spring was shared. Link is provided for access to course review recordings: [https://spcollegeedu-my.sharepoint.com/:f/g/personal/baldwin\\_will\\_spcollege\\_edu/EnoQeiN4kFVJnJ5Q2HtUUmgBd\\_SfbwNDKASYWIPh9jvaJg?e=NiZMjS](https://spcollegeedu-my.sharepoint.com/:f/g/personal/baldwin_will_spcollege_edu/EnoQeiN4kFVJnJ5Q2HtUUmgBd_SfbwNDKASYWIPh9jvaJg?e=NiZMjS)
  - D. Industry Certifications – Currently, AS and BAS students at SPC can pursue Certified Clinical Medical Assistant, Project Management (CAPM, PMP), and Assisted Living Facility Core Administrator certifications. Workforce Development department knows about the advisory committee’s interest in Tobacco Cessation, Certified Lactation Consultant, Certified Customer Experience Professional, and Certified Professional in Patient Safety. Doula Certification can be added to the wish list.
  - E. College Health Assessment – BAS faculty volunteered to help conduct the assessment for SPC. Survey ended 10/9. If zip codes are included, there may be an opportunity to overlay with CHNA data via BayCare (Lisa).
  - F. Webinar Conference with North West Regional College in Northern Ireland – Event open to students and advisory committee members. Helps provide students with a pseudo-study abroad experience while international programs are closed down. November 17<sup>th</sup> and 18<sup>th</sup>. Event page and registration linked: <https://blog.spcollege.edu/international/category/news/international-discussions/>
  - G. Capstone Projects Overview – Currently 70 students in Capstone course working on projects out in the community (mostly virtually). Another 67 students currently in

the PreCapstone course working on learning contracts for projects to be conducted in Spring semester.

IV. **Student Social/Mock Interviews** – Alyssa Bedard

- A. HSA faculty planning for a student social (date TBD) in the Spring 2021 semester. Would like to schedule mock interviews conducted by advisory committee members. Faculty will come up with scoring method and which students are paired with which member depending on their career goals. Request made for interviewer volunteers: time commitment including interviewing at least 3 students the day of, and perhaps one planning meeting. HSA will follow up with committee when the event design is finalized.
- B. Discussion – Interviews can be virtual or in person depending on pandemic situation at the time. Importance of being able to handle a virtual interview was stressed. Suggestion given to potentially do a two stage process: virtual 1<sup>st</sup> and then in-person (Samantha). HSA does not currently do anything to specifically prepare for interviews, but Career Services department does and is willing to support Mock Interview process and have students come to other CS events (Monica). Other suggestions: have team members/peers participate in interview to simulate a growing trend (Gerianne); conducting a panel interview (Xaivea); push for in-person option if possible to get a sense of students' ability to deal with timeliness, phone use, planning directions/parking, finding their way (Patty).

V. **Collaboration Project** – Alyssa Bedard

- A. HSA faculty also looking for a specific collaborative project that a group of students can participate in with real outcomes. Priority would like to be given to project ideas that require students to collaborate with diverse groups of stakeholders.
- B. Discussion – Suggestion given to consider Community Health Needs Assessment (CHNA), Health in All Policies (HiAP), or any community health projects that bring industry leaders together (Samantha). Several agreed on a preference for projects that target a real issue to solve existing community problems so students can be passionate about making a difference. Another example, the All4HealthFL Collaborative was shared (Lisa). The HiAP team is compiling a list of prospective HiAP projects that can be shared with HSA faculty after the list is done (Heath). Another example: emergency response training to a situation that might come up in the workplace or something similar to DOH's training of all staff to run hurricane shelters or points of dispensing (PODS) if vaccines or meds have to be distributed (Samantha).

VI. **Industry Trends** – Wendy Shellhorn, All Members

- A. Dr. Shellhorn discussed industry trends the committee has looked at in the past and what other industry leaders were identifying at an event early that day: need for professionalism, students need more soft skills, able to work in a team, able to follow through, be flexible.
- B. Discussion – The importance of being able to be malleable was repeatedly stressed. Regardless if the new worker is entry-level or management-level, they need to be able to respond to a complete shift in workflow in a moment's notice. Members also discussed the benefit for students to experience real life scenarios that simulate a

sudden change that disrupts processes. Several workplace examples where these skills were needed during COVID were given (BayCare, clinical managers redirecting people, compliance processes being disrupted). The emergency response collaborative project idea was reiterated.

VII. **Open Floor**

A. Individual statements – Dr. Trede encouraged members to reach out to faculty if they have ideas or information they would like to share for the programs. It does not have to wait until the next committee meeting. Will Baldwin thanked members who have helped outside of the meeting with Curriculum Review (Mark, Shanya, Heath, Lisa, Cindy, etc.) and other needs like a student project interview (Xaivea) and lesson content in the Concepts of Health Promotion and Disease Prevention course (Cindy).

VIII. **Adjournment 6:19pm**