**South Carolina AHEC**

**Health Careers Program Council**

**Polycom Meeting**

**September 21, 2017**

Present: Angelica Christie, Paula Jones, Nita Donald, Jalacy Green, Whitney Rojas, Kimberly Kascak, Karina Suri, Gail Weaver

| **AGENDA** | **DISCUSSION/CONCLUSIONS** | **RECOMMENDATIONS****ACTIONS****WHAT/WHEN** |
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| Approval of Minutes | The minutes of August 17, 2017 were received as submitted. | Nita Donald moved that the minutes be received as submitted. Seconded by Kimberly Kascak. |
| WINS | The council members gave highlights of their regional WINS. The council welcomed * Whitney Rajos as the new HCP Coordinator for Mid-Carolina AHEC
* Deneatrice “Nita” Donald as the new Center Director for Upstate AHEC and the HCP representative
* Karina Suri as the HCP coordinator for Upstate AHEC

**Lowcountry (Jalacy Green)** * 2 new students joined the PhotoVoice Project
* Conducted the first New Tech HCA orientation on August 23, 2017 at Colleton County High School
* The current 10th, 11th, and 12th grade HCA student’s orientation was held on September 14, 2017

**Pee Dee (Gail Weaver)*** New Employees
	+ Beejay Parnell, Nursing CPD Coordinator
	+ Cris Averette, Allied Health CPD Coordinator
	+ Lance Butler, HPS Coordinator
	+ Stephanie Flowers, HPS Coordinator
	+ HCP position still accepting applications
	+ April Orange will be the guest speaker for September 27th Bench to Beside seminar
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| New Tech HCA | Jalacy provided an update on the New Tech HCA (9th grade). * The New Tech students will receive the SC AHEC HCA Carnegie credit that was approved through the Department of Education.

***1st Semester Modules (Completed) 2nd Semester Modules (In development)***Introduction to Health Careers ResiliencyHIPPA Personal AppearanceCultural Competence Character***Recommended Steps for Creation of Modules***1. Create the script to accompany slides
2. Make PowerPoint from the script (no more than 20 slides)
3. Submit for Council review
4. Feedback sent back to the author of module
5. Final version of new module sent to Paula for PO approval
6. Module sent to Kimberly Kascak for module support

***Carnegie Credit Awarding Hours***60 hours = ½ credit240 hours = 2 credits (4 years) | Jalacy will submit an article about New Tech in the AHEC Newsletter.Modules will be saved in the MUSC Box. Paula will send an invitation to the coordinators to join. |
| HCP AHEC Learning/Contracts | Angelica highlighted * The modules within HCP AHEC Learning will be self-directed using the Moodle platform. Activities may be presented live and online. During the live sessions, coordinators will provide interactive learning and have more engagement time with students. Moodle modules should not exceed 1 hour.
* Each region will be a part of creating modules in Moodle. At this time, the focus will be on 9th and 10th grade students and career exploration.
* The coordinators agreed to create 2 modules by June 30, 2018. Submission of module topics should be sent to Angelica prior to the October 19, 2017 meeting.
* An invitation will be extended to Linda Lacey to attend the October meeting to help identify the career trends and state workforce needs.
 | Karina will share her HCA module flowchart with the Council.Kimberly Kascak will create a simple tutorial for the Council to review. |
| Bench to Bedside 2.0 | Four technical colleges are confirmed to participate in Bench to Bedside 2.0. (Aiken Tech, Trident Tech, Midlands Tech, and Orangeburg-Calhoun Tech) South Carolina Technical College System will be send notification to the colleges. Training of the instructors will take place in the spring. Orangeburg-Calhoun Tech has been asked to facilitate the course approval process. B2B 2.0 course is being designed as a 3 hour credit course. |  |
| Data Collection | Collection of HCP data will eventually transition to the use of the Moodle system. Coordinators are encouraged to continue using the Citrix system to enter data until further notice. |  |
| HCP PR Materials | Ali McMenamin plans to coordinate the rebranding of the HCA as a part of the SC AHEC system’s marking plan. Regional HCP program details are needed. |  |
| Gateway Award | Angelica explained the purpose of the HCP Gateway Award. The person or organization nominated should show acts of support that go above and beyond the region’s expectations of helping students explore and prepare for entry to health professions education as well as working closely with AHEC. | Paula will send the application to the Council. |
| Bench to Bedside | ***Upcoming Fall Sessions***Emergency Blood Transfusion Workup Medical Examiner/Pathology September 27, 2017 November 8, 2017***Spring Sessions***Pursuing A Career in Medical Genetics Pharmaceutical Compounding USC School of Medicine Admissions February 2018 April 4, 2018 April 11 Claflin and South Carolina State Universities have expressed an interest in CPR training for their students. |  |
| PO Update | Angelica reported on the following:* Summer Careers Academy
	+ MUSC College of Health Professions wants to add a PT track to the academy
* SC AHEC Website
	+ Ali McMenamin has worked very hard to enhance the AHEC Website. It should go live within 2 weeks. The navigation is much easier and the look is very pleasing. Please notify her if you encounter an error page.
* CEO of the National AHEC Organization
	+ Jack Register, the new CEO of the National AHEC Organization spent time at the Program Office and Lowcountry AHEC meeting with the staff. He also participated in a videoconference with the Center Directors. Mr. Register is focusing on how he can advocate for state and local AHECs in being more successful.
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| CDC Update | Nita reported on the following:* Jennifer Bailey will head the compilation of information for the Clery Act.
* Discussion on the roles and responsibilities of the core services members.
* State Meeting – March 1-2, 2018 in Myrtle Beach
* Discussion on the New Morning Foundation and AHEC Scholar.
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| Adjourn | There being no further business, the meeting was adjourned. |  |
| Next Meeting | Upcoming MeetingsOctober 19, 2017 – POLYCOM @ 9:30 AMNovember 16, 2017 – Face-to-Face @ 10:00 AM |  |