



DENTAL ASSISTING TECHNOLOGY

PROGRAM DIRECTORS MEETING

September 18, 2019 10:00 am – 11:30 am (CST)

MEETING MINUTES

Meeting Format: In-person

Facilitator:

Kenneth Kirkland – Alabama Community College System

In Attendance:

- Mr. Bret McGill -Calhoun Community College
- Ms. Karen Chockley – Calhoun Community College
- Ms. Sunnie McWhorter – Calhoun Community College
- Dr. Jean Graham – Coastal Alabama Community College
- Ms. Michele Barrow – Coastal Alabama Community College
- Ms. Kimberly White – H. Council Trenholm State Community College
- Dr. Shelia Marable – Lawson State Community College
- Dr. Teresa Ray-Connell – Lawson State Community College
- Ms. Lisa German – Wallace State Community College
- Dr. Sharon Alley – Wallace State Community College

I. Call to order

- Mr. Kirkland called the meeting to order at 10:00 am and thanked attendees for their time this morning.
- Introductions of members present took place during the course of this meeting.

II. Administrative Update

- Mr. Kirkland introduced himself as the new Director of Health Programs for ACCS
- Mr. Kirkland opened the floor to discussion on future meetings and formats (i.e. teleconference versus in-person).
 - Mr. Kirkland asked participants to mark their calendars for October 2, 2019 for the Statewide Professional Development for Health Faculty which is planned to be held at the Jeff State – Clanton Campus. CEU's are planned for licensed individuals.
 - Discussion was held that in-person meetings, when feasible, should be held annually in the fall semester.



- Teleconferences can be utilized during the summer or when appropriate and when in-person meetings are not feasible due to college activities/state events/etc.
- Mr. Kirkland mentioned meeting minutes would be distributed after any meetings held (in-person or teleconference) as a draft for 48-hours following the meeting to allow for revisions to be made as needed. After 48-hours, if no revisions were needed the “draft” water mark will be removed and the meeting minutes will stand as submitted.
- Mr. Kirkland discussed the need to evaluate plans-of-instruction (POIs) and the course directory for the DAT classes and where meeting minutes are prepared to reflect needed changes and/or POIs be left as is currently available on the website. These meetings minutes could then be available for program directors to use in college/program level accreditation and administrative functions. Mr. Kirkland then presented to the group where to find the new POIs, course directories, and meeting minutes on the ACCS website.

III. Review of DAT Curriculum

- Mr. Kirkland mentioned that the DAT program description, found on the DAT course directory, was directly from the Classification of Instructional Programs (CIP) Code database through the Integrated Post-secondary Education Database System (IPEDS). Found here: <https://nces.ed.gov/ipeds/cipcode/default.aspx?y=55>
- Mr. Kirkland then led members of the committee through the DAT course directory to review courses for needed revisions, additions/archiving (if needed), and updates:
 - Dr. Connell (Lawson State) requested DAT 131 be reactivated because the course is still currently being taught in Lawson’s DAT curriculum. Mr. Kirkland mentioned this would need to be found in the archives and then placed back into the course directory.
 - Mr. McGill asked for clarification regarding courses being labeled as “core” classes and whether all DAT programs were required to be on a standardized curriculum. Discussion between all members was had regarding placement of courses in the correct sequences, satisfaction of Commission on Dental Accreditation (CODA) standards, and feasibility of a standardized DAT curriculum across the ACCS System.
 - Consensus was made, among the members present, that as long as a DAT program was in compliance with the most current CODA standards, specifically those Standards pertaining to the sequencing of courses prior to required clinical experiences, then a DAT program would be considered to be following a “standardized curriculum.”
 - Mr. Kirkland will locate the current CODA standard regarding course sequencing prior to clinical experiences and distribute to the individual programs for comparison to their current programs of study.
 - Discussion took place between all members regarding the utilization of a “Core Course” designator on certain DAT courses listed in the common course directory. Consensus was made, among all members present, that the “Core” designator would be left in place as a guide for new DAT programs to use when sequencing their DAT courses for their respective programs of study.



- Discussion and consensus was made, among the members present, that in addition to the terminology of “Updated” and corresponding dates found in the common course directory that a “reviewed” and dates of review, in the format (MM/DD/YYYY), would be added. This addition will serve the purpose of providing future committee meetings with clarification as to whether a course had been reviewed (with no changes) or updated (with changes) during future curricular analyses.
- Discussion was had and consensus made, among the members present, that DAT courses with specific lab requirements could be established at a 2:1 or 3:1 ratio at the discretion of the individual college to meet their respective program learning outcomes.
- The following DAT courses were reviewed with changes as documented below:
 - DAT 100 – addition of the wording “Topics include but are not limited to the management of medical emergencies occurring in the dentistry setting” to the course description.
 - DAT 101 – no changes
 - DAT 102 – addition of the designator “Core” to course description
 - DAT 103 – no changes
 - DAT 104 – addition of the wording “Topics of instruction include but are not limited to special populations to also include individuals suffering from drug and/or substance addiction” to the course description.
 - DAT 111 – no changes
 - DAT 112 – no changes
 - DAT 113 – no changes
 - DAT 114 – no changes
 - Discussion ensued with members present regarding DAT 120 – Office Administration for Dental Assisting (2T/1L) versus DAT 114.
 - Mr. Kirkland mentioned that there should not be like courses in the course directory with the same course descriptions and varying theory, lab, and credit hour designations. He further mentioned this would be reviewed by his office and the DAT 120 and DAT 114 course descriptions sent out to members of the committee for review via email for further evaluation.
 - DAT 115 – no changes
 - DAT 116 - addition of the wording “Upon completion, students should be able to discuss and identify instrumentation and demonstrate skills applicable to dental specialties” to the course description
 - DAT 121 – no changes
 - DAT 122 – no changes
 - DAT 123 – no changes
 - DAT 124 – no changes
 - DAT 141 – no changes
- This concludes the review of the DAT course directory by members of the committee.



IV. Discussion, Questions, and/or Concerns

- Mr. Kirkland opened the floor for discussion
- Discussion was had by the members present regarding the topic of testing fees being embedded into DAT courses to assist students with payment for the DANB certification. Members present discussed that the cost for the DANB might be cost-prohibitive for them to add as course fees because of local employers not requiring it for practice in Alabama.
 - o Discussion was had by all members present regarding the need for state-wide legislation regarding Dental Assistants being required to obtain DANB certification to practice in Alabama. Mr. Kirkland mentioned that he would consult with Boone Kinard (ACCS) regarding this and the process would likely involve finding a representative and/or senator to sponsor the bill at the next legislation session. Further details concerning this will be sent out to individual program directors and deans at a later time.
- Discussion was had regarding the need to establish individual course plans-of-instruction (POIs) for courses that were not considered “core” classes. Consensus was reached that this item would be considered “tabled” for a future meeting TBD.

V. Action Items

- Mr. Kirkland will update the course directory regarding the aforementioned changes made by the committee. Upon completion, Mr. Kirkland will email the revised DAT course directory out for review before finalizing on the ACCS website.
- Mr. Kirkland will consult with Boone Kinard regarding ACCSs position on legislative lobbying/action on state-wide requirements for dental assistants to obtain DANB certification for practice. After consulting with Mr. Kinard, Mr. Kirkland will email the group of program directors and deans present regarding what the process/steps will involve.
- Mr. Kirkland will obtain a copy of the CODA Standards regarding DAT course sequencing prior to clinical experiences and email said Standards to program directors and deans for comparison to their existing programs of study.

VI. Adjourn

- With no further need for discussion and/or questions/concerns, Mr. Kirkland thanked participants for their time and adjourned the meeting at 11:30 am