Program Chair Roxann Gary called the meeting to order at 4:15pm.

MEMBERS PRESENT:
Molly Morse, Sue Seegers, Roxanne Gary, Lynn Emmert, Larry Ferreri, Dorothy Canavan, James Nakasone, Kristin Engstrom, Gillian Lewis, Kelly Johnson

Welcome to Kelly Johnson, Microbiology Supervisor, Northwest Clinical Laboratory

WORKKEYS
WorkKeys soft skills will be loaded on the MLT student computers. The phlebotomy students for spring quarter 2008 will be the first to use them. We will test out 2 modules.
   1. Listening
   2. Reading for information
The cost of these modules will be $10.00 each per student for each session.

The goal of including WorkKeys in our curriculum is to:
   1. Target skills needed for Phlebotomist or MLT
   2. Improve student performance in the program
   3. Improve student basic skills to enter the workforce

Most clinical sites screen for softskills in the HR department or during training at the bench

MLT/CLT EXAMS
Molly handed out information on student performance last year on the National Examinations.

Of the 13 students taking the exams – 11 passed and 2 failed. One student received the highest score in the nation for the Fall 2006 testing period. It was noted that the two students who did not pass on the first attempt were ESL students, and one student had repeated classes to complete the program.

CLINICAL SITE SURVEY
Sue tallied the Clinical Site evaluations on student performance and “employability.” Most students were either Recommended for Employment or Recommended with Minimal supervision.
PHLEBOTOMY
Sue discussed the changes in the phlebotomy program and the addition of new classes.

MLT 282 – Phlebotomy Skills for MLT Students
MLT ___ Lab Basics Class

The phlebotomy program will have an application process. Students will apply winter quarter for spring acceptance. Students will complete in 2-3 quarters.

Prerequisites: ESL 6 (was ESL 4) and English 080 or 100

Completion requirements:
MLT 214 – Essentials of phlebotomy- expand from 9 to 11 weeks
MLT 215 – Phlebotomy Practicum – 3 weeks
MLT 216 – HIV/AIDS
MLT___ Laboratory Basics

A suggestion was made to have students keep track of the number of blood draws at the practicum. Some Employers require a minimum number of blood draws to be hired. Dorothy Canavan suggested surveying employers and seeing what the minimum hiring requirements were for phlebotomists.

MLT GRADUATES AND APPLICANTS
Class of 2006-2007:

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<table>
<thead>
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<tbody>
<tr>
<td>Full time</td>
<td>24</td>
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<tr>
<td>Part time</td>
<td>4</td>
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<tr>
<td>Complete Aug 2007</td>
<td>17</td>
</tr>
<tr>
<td>Complete Nov 2007</td>
<td>7</td>
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<tr>
<td>Complete Aug 2008</td>
<td>2</td>
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<tr>
<td>Discontinued program</td>
<td>2</td>
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MLT Program has 30 applicants for the 2007-2008 year and 3 returning part time students. Our goal is to accept 22-24 student.

DONATIONS AND EQUIPMENT ACQUISITIONS
The MLT Program was able to invest in a Laboratory Information System (Orchard Software, 4 computers, and server) which will be installed in June 2007. A LIS in the student laboratory will greatly enhance the student learning experience. Gillian Lewis, Health Occupations Division Dean added that other equipment had also been purchased through Prof/Tech funds and included Refrigerator, Freezer, Projector (Smart Classroom) DVD player and Cart of Phlebotomy supplies and equipment
Donations to the MLT Program this year included:
TDX Flex, Bilirubinometer, Electrophoresis equipment, Urine analyzer,
HGB A1C analyzer, 14 glucometers and a Cytocentrifuge

Thanks to all our clinical sites for donations of reagents, tubes, media and supplies.

MLT APPLICANT ESSAYS
Rory Hill, Roxann Gary and Linda Breiwick will read and evaluate the new student essays.

IMMUNOHEMATOLOGY (MLT 233) changes
Classes will meet 3 days a week. Students will be split into 2 lab sessions with a lecture in between labs.

STAFFING NEEDS
Roxanne asked members to speak to their staffing needs at this time. Most Clinical Sites are hiring at this time. Kelly said that they were no current opening in Microbiology. Dr. Ferreri said that they laboratory staffing was stable although he mentioned three MLT graduates that have been hired in the last 2-3 years. Kristin said that PPL had hired MLT graduated from Shoreline, and Lynn Emmert said that PSBC also hired MLT graduates.

APPROVAL OF MINUTES
A motion was made by James and seconded by Molly to approve the minutes of the October 2006 meeting. The meeting was adjourned at 5:15pm

ANNOUNCEMENT
Next MLT Program Advisory meeting is tentatively schedule to coincide with Shoreline Salutes on Tuesday, September 17, 2007.

ACTION ITEMS:
1. Survey employers regarding minimum requirements for phlebotomists
2. Committee will read MLT applicant assays to be returned by Friday, June 8th, 2007.