

Planning Council

MEETING MINUTES

Date: February 25, 2022

Place: Virtually - Microsoft Teams & Microsoft Forms

Responses Due: February 28, 2022 at 5:30 pm (Extended to March 1 at 5:30pm)

I. Call to order

Mary Kate Sumner called to order the virtual form meeting of the Planning Council at 10:01 a.m. on Thursday, February 24, 2022 virtually by email. The email requested that the members respond to the form by the end of the day, Monday, February 28. However, this was extended to the end of the day on March 1, 2022.

II. Roll Call

- a. Those that are *present* filled out the form. Those that were *excused* or *absent* did not. *Guests* would be anyone that filled out the form that were not Council members.

The following council members were present: Michael Armstrong, John Baine, Benjamin Cagle, Ashley Dougan, Martha Dunn, Shannon Forrest, Dr. Justin Geurin, Caroline Hammond, Mandi Haynes, Tim Johnson, Dr. Tim Kirk, Scott Larkin, Dr. Cindy Meyer, Dr. Derek Moore, Kathy Reaves, Cynthia Reyna, Philip Shackelford, Susan Spicher, Mary Kate Sumner, Veronda Tatum, Dr. Cassandra Tavorn, Dr. Stephanie Tully-Dartez, Dr. Bentley Wallace, Brooks Walthall, Christy Wilson, Jayna Winiecki, and Ray Winiecki.

The following council members were excused: Vanessa Williams

The following council members were absent: Karsten Tidwell

III. Approval of minutes from previous meetings

The minutes of the council meeting held January 26 - February 1, 2022. The minutes were approved as written.

IV. Cabinet Updates

- a. The following items did not need to be brought to cabinet as Action items, so they have been “approved” by Planning Council:
 - i. PTAP Changes - Request for an additional CLO to be added to each of the courses listed below. This will bring the courses into alignment with Accreditation requirements. The same CLO is added to each course listed.
 1. CLO: “Demonstrate knowledge, application, and/or performance of content and skills required as an entry-level physical therapist assistant under the direction and supervision of the physical therapist; relating to the body systems’ impact on functional mobility, incorporating ethics, values, and responsibilities focused on patient management within the health care environment, and utilizing interventions, tests, and measures for the progression of the plan of care.”
 2. Courses: 1002 Introduction for PTAs, 2304 Pathophysiological Conditions, 2315/L Applied Physical Therapy I/Lab, 2323 Admin & Mgt for PTAs, 2406/L Physical Therapy Procedures /Lab, 2415/L Applied Physical Therapy II /Lab, 2424 Clinical Practicum I, 2503 PTA Seminar, 2514/L Neuro Rehab for PTAs /Lab, 2528 Clinical Practicum II.

V. Actions

- a. Academic Affairs – Scott Larkin, Chair
 - i. HSCI 1003 Med Term Course Learner Outcomes update

1. Please see the forms and the attachments inside of the form to see the exact changes.
- b. Student Affairs – *Vanessa Williams, Chair*
 - i. No Report
- c. Administrative Affairs – *Michael Armstrong, Interim-Chair*
 - i. No Report.

All items were approved, and will be sent forward to cabinet, if needed.

VI. Discussions

- a. Academic Affairs – *Scott Larkin, Chair*
 - i. No Report.
- b. Student Affairs – *Vanessa Williams, Chair*
 - i. No report.
- c. Administrative Affairs – *Michael Armstrong, Interim-Chair*
 - i. No report.

VII. Announcements

- a. Academic Affairs – *Scott Larkin, Chair*
 - i. Academic Standards Committee: New Chair for the Syllabus Ad Hoc Committee: Dr. Cindy Meyer
 - ii. We have a new president of PTK. Mr. James Goode will be invited to join the Academic Affairs Council for each meeting.
- b. Student Affairs – *Vanessa Williams, Chair*
- c. Administrative Affairs – *Michael Armstrong, Interim-Chair*
- d. Nominating Committee – *Martha Dunn, Chair*
- e. Shared Governance
 - i. Continued - More APM 1.10 updates and changes will come through Planning Council in the near future. We will wait to send Academic Standards Committee APM 1.10 update that was sent through Academic Affairs Council on November 3rd, through with the other items.
 - ii. Updated Committee and Council lists have been sent out.
- f. Planning Council Members
 - i. The next Planning Council agenda will be sent out before March 18th. Please submit agenda items to Mary Kate by March 14th.

VIII. Comments

IX. Adjournment

The meeting was adjourned on March 1, 2022 5:30pm.

Minutes submitted by: Mary Kate Sumner