**PHYSICAL THERAPIST ASSISTANT PROGRAM**

**Advisory Committee Meeting Minutes**

Date: November 14, 2012

Building: 30 Room: 121

Note Taker: Christina Howard

**Meeting called to order: 6:00 pm**

**PRESENT**

Members:

Jill Andrews, PT Slocum Orthopedics

Chair: Maggie Cooper, PT, Corvallis Physical Therapy

Camilla Fortune, PT

Joan Globus, PT, Slocum Orthopedics

Donovan Riley, PT

Faculty/Staff:

Christina Howard, MPT Lane, Program Coordinator

Beth Thorpe, PTA

**ABSENT**

Members:

Vice Chair Rick Bocko, PT, Infinity Rehab

Rachael Miller

Leslie Godfrey, PTA, Slocum Orthopedics

Fred Heilbronner, PTA, Valley West Health Care Center

Steven Massingale, Lane, PTA student

**WELCOME AND APPROVAL OF MINUTES:** Approved

**INTRODUCTIONS:**

**AGENDA ITEMS:**

**I.** **Report from Janet Anderson on Foundation Funding**

 PC/Janet

• Janet reviewed Foundations processes and options for fundraising. Fundraising is a four-step process: 1) Identify who might be interested, 2) cultivate the relationship, 3) ask, 4) and sustain relationship

Recommendations included:

• Write to the individuals vs. the clinic to get more personal

• Tell a student’s story in written campaign

• Pass the hat during a course

• Identify a fundraising goal – describe what the impact of the gift is

• Appreciation and Recognition Event – Invite donors to Service Learning

o 1 CEU for attending service learning ( pledge card, donation charge, raffle?)

o AC recruitment, “Would you like to be a placement site”

• Holiday Cards to Employers about providing relief during the holidays

PTA Programs have a scholarship fund and a general fund used for program support. Typically the dean and the PC are authorized to requisition funds

If we wanted to do a mailing to PT Practices in the community for a fundraising campaign; the Foundation can provide letterhead, postage, and return envelope; Foundation support staff can help with printing and graphics step up for a campaign.

**II.** **Approval of Career Pathways Documentation** PC/All

Committee reviewed the website for PTA Career Pathways and requested corrections on post-professional degree options prior to final approval of the site

**III.** **Peace Health Student Placement**

**Out Of State Placements** One student is placed at Peace Health for Spring. Beth has revised systems to enhance communication with Peace Health to facilitate local acute placements**.**

**IV.** **PR Release** Completed; committee discussed ongoing effort to promote program and program accomplishments out in the community

**V.** **Additional Information** Next meeting will include ratifying new/returning members and identifying a Vice Chair of the Committee.

**VI.**

**VII.**

**ACTION ITEMS:**

**EVENTS:**

**NEXT MEETING:** **January 30, 2012, 6-7:30; Vice Chair; Current Membership List**