

SIX PAC

Six Ways to Enhance Your Program Advisory Committee

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OBJECTIVES

- Review ARC/STSA requirements for PAC membership
- Discuss ways to enhance attendance and effectiveness of PAC
- Discuss organizational techniques for program staff / faculty
 - Reinforce importance of an efficient PAC
 - Share best practices

STACK THE PAC

Standard II.B.

An advisory committee, which is representative of at least each of the communities of interest named in these Standards, must be designated and charged with the responsibility of meeting at least annually, to assist program and sponsor personnel in formulating and periodically revising appropriate goals and learning domains, monitoring needs and expectations, and ensuring program responsiveness to change.

<http://www.arcstsa.org/wp-content/uploads/2014/08/SIG-ST-08141.pdf>

STACK THE PAC

Standard II.B.

- Current Student
- Program Graduate
- Program Faculty Member
- School Administration
- Employer
- Physician
- Practicing CST
- Public Member

STACK THE PAC

- At least two members representing each community of interest
- Freshman & Sophomore student reps
- Ask for 2 year commitment after graduation
- Common accreditation citations
 - Lack of public member
 - Lack of practicing CST
 - Lack of physician
 - Lack of program graduate
 - Appointing one person in multiple communities of interest

ENHANCING ATTENDANCE

Send Invites Early

Meeting Time & Place

Meeting Wizard

<http://meetingwizard.com/>

ENHANCING ATTENDANCE

Conferencing Technology



Meeting Reminder

<https://cel.ly/>

ENHANCING ATTENDANCE

What have you done to increase participation and attendance at your PAC meetings?

GET ORGANIZED

Do Not Procrastinate!!

Work Smarter Not Harder

Meeting Agenda Template (handout)

Sign In Sheet

INVOLVEMENT OUTSIDE THE PAC



Community Service Events

Guest Speakers in Your Classroom

On Campus Events

Observation Opportunities

SHOW YOUR GRATITUDE

Thankful Attitude

Acknowledge PAC Members

Small Gifts of Thanks

Cards

REMEMBER SIGNIFICANCE

Why We Do All the Things We Do

Promoting the Profession

Have Fun



QUESTIONS AND BEST PRACTICES



REFERENCES

<http://www.arcstsa.org/wp-content/uploads/2014/08/SIG-ST-08141.pdf>