



Annual Advisory Board Meeting Minutes

Cardiovascular Sonography (CVS) & Diagnostic Medical Sonography (DMS)

Date: April 23, 2026

Time: 6:00 PM – 8:00 PM

Meeting Format: Hybrid – In-Person and Virtual/Zoom Participation

Programs Reviewed: Cardiovascular Sonography (CVS) & Diagnostic Medical Sonography (DMS)

Attendees:

Dr. Kalam Chowdhury	Program Faculty (Internal)
Jeffrey Ashear	Public Representative
Christina Boyle	Institutional Administration (Internal)
Dr. Syeda Kazmi	Program Faculty (Internal)
Michelle Martin	Program Faculty (Internal)
Amy Knudsen	Program Faculty (Internal)
Patricia Walker	Program Faculty (Internal)
Dr. Kenneth Tomkovich	Licensed Physician
Dr. Matthew Samra	Licensed Physician
Dr. Nivedita Kumar	Program Faculty (Internal)
Shirley Brown-Saby	Program Faculty (Internal)
Christina Muhlbaier	Employer
Jennifer Comito	Employer
Karisa DiGreggio, DMS Student, MCI	Program Student
Tianna Malfetti, DMS Graduate, MCI	Program Graduate
Carly Rose, RVT, Atlanticare Medical Center	Program Graduate
Kelly Bryant	Program Student
Zarah Yusah	Program Student

The signed meeting attendance record also reflects additional in-person and virtual participants.

The Advisory Board included representatives from institutional administration, program faculty, current students, graduates, employers, clinical supervisors/preceptors, current practitioners, licensed surgical team members, and the public/community.



Purpose of Meeting

The Advisory Board meeting was conducted to obtain input from representatives of the programs' communities of interest regarding program effectiveness, curriculum relevance, student and graduate preparedness, clinical education, facilities and equipment, workforce needs, credentialing, employment preparation, and program outcomes.

The meeting also provided an opportunity for the institution to review current program activities and outcomes and to identify recommendations for continued program improvement.

1. Attendance and Communities of Interest

The Advisory Board included representation from program faculty, clinical affiliates, employers/industry professionals, students, graduates, and other individuals associated with the DMS and CVS programs.

Members participated through the meeting and/or submitted individual program review, employer, student/graduate, and laboratory/equipment feedback forms. Signed participation documentation and individual feedback forms are maintained as supporting documentation to these minutes.

The participation documentation demonstrates representation from multiple communities of interest and includes individuals with experience in clinical education, sonography practice, program instruction, workforce preparation, and student development.

2. Program and Accreditation Updates

Administration and program representatives provided updates regarding current institutional and program activities.

Discussion included the institution's ABHES re-accreditation activities and continued programmatic accreditation and quality-assurance efforts. Program representatives also discussed ongoing review of curriculum, clinical competencies, student outcomes, and documentation associated with DMS and CVS education.

The Board was also informed of institutional and program developments, including the Georgian Court University articulation agreement and continued efforts to provide educational pathways and opportunities for graduates.

For DMS, discussion included programmatic accreditation activities and updates associated with JRC-DMS/CAAHEP requirements, including review and updating of competency documentation.



The Board was provided an opportunity to comment on whether the programs continue to reflect appropriate entry-level expectations and current industry practices.

3. Program Outcomes Review

The Advisory Board reviewed the reported **2024–2025 program outcomes**:

Outcome	DMS	CVS
Retention	95%	93%
Credentialing	91%	71%
Job Placement	75%	71%

The outcomes were presented to the Board for review and discussion as part of the programs' continued assessment of effectiveness.

Overall, advisory feedback indicated that the outcomes met expectations. Several reviewers specifically identified the programs as demonstrating solid performance, particularly in student retention.

The Board discussed the importance of continuing to support credentialing and employment outcomes through clinical preparation, registry readiness, professional development, and career preparation.

Program Response

The programs will continue monitoring retention, credentialing, and job-placement outcomes through the Program Effectiveness Plan and other established outcome-monitoring processes. Particular attention will continue to be given to credentialing and employment preparation, including registry readiness and career-development support.

4. Curriculum Review and Industry Relevance

Advisory Board members were asked to evaluate whether the DMS and CVS curricula remain current and appropriately aligned with entry-level workforce expectations.

Overall feedback was positive. Respondents generally indicated that the curricula were aligned with current industry needs and appropriately supported student preparation for entry-level practice.



One faculty reviewer specifically noted that the curriculum was current, aligned with the entry-level workforce, relevant, and supportive of student preparation for practice.

Feedback nevertheless emphasized the importance of maintaining strong practical application throughout the curriculum, particularly through scanning practice and continued development of clinical skills.

Program Response

Program faculty will continue routine curriculum review to ensure course content, competencies, laboratory instruction, and clinical education remain aligned with entry-level expectations and applicable accreditation requirements.

Recommendations concerning additional hands-on practice will be considered as part of ongoing curriculum and laboratory scheduling review.

5. Student and Graduate Preparedness

The Board reviewed student and graduate preparedness in areas including:

- Technical/hands-on skills
- Professionalism
- Communication
- Reliability and attendance
- Ability to learn
- Critical thinking
- Teamwork
- Clinical readiness

Feedback was generally favorable.

Employer and clinical representatives reported that students and graduates demonstrated strengths in technical skills, professionalism, reliability, teamwork, willingness to learn, and overall readiness for the clinical environment. One reviewer described student preparedness as excellent, while another observed that determined students perform very well.

Another faculty reviewer reported that students demonstrate good readiness in foundational knowledge and technical development.



The Board also identified continued development of professionalism and communication as important components of student preparation.

Program Response

The programs will continue reinforcing professional behaviors and employability skills throughout didactic, laboratory, and clinical education. Faculty will continue emphasizing communication, reliability, teamwork, critical thinking, adaptability, and professional conduct as essential components of entry-level practice.

6. Clinical Education and Hands-On Training

Clinical education and student readiness for clinical placement were discussed extensively.

Overall, participating clinical and employer representatives generally indicated that students were prepared or very prepared for clinical education. Feedback supported continuation of the programs' clinical training model while identifying opportunities to provide students with additional hands-on practice before and during clinical education.

A recurring recommendation was to provide additional scanning time.

Specific feedback included recommendations to:

- Increase opportunities for scanning practice.
- Begin scanning/laboratory exposure earlier where feasible.
- Provide additional protocol-based scanning experience.
- Continue strengthening vascular scanning exposure.
- Provide students with realistic preparation for the physical and professional demands of clinical practice.
- Continue clinical rotations that expose students to different environments and patient populations.

One DMS reviewer recommended beginning scanning when students begin physics so that students have additional time to develop scanning ability. The same feedback suggested more hospital-like stretchers to improve ergonomics and preparation for externship.

Another clinical representative recommended simply providing students with more lab time.



Program Response

Program administration and faculty acknowledged the value of additional hands-on practice.

The programs will review laboratory scheduling and the sequencing of hands-on scanning opportunities to determine where additional practice can reasonably be incorporated while maintaining approved curriculum requirements.

Faculty will also continue evaluating opportunities for protocol-based practice and preparation for clinical environments.

7. Professionalism and Workplace Readiness

Professionalism emerged as an important theme in the Advisory Board feedback.

Employer feedback identified qualities valued when hiring new employees, including:

teamwork, compassion, willingness to learn, teachability, flexibility/availability, confidence, communication, and professionalism.

One employer specifically recommended additional professionalism training, interview training, and scanning workshops to improve graduate employability. The same reviewer identified professionalism in the workplace as an area that should continue to be strengthened before externship.

Other feedback emphasized willingness to learn and the ability to work nights and weekends as desirable employment characteristics.

Program Response

The programs will continue incorporating professional expectations into student education and clinical preparation.

Administration and faculty will reinforce workplace professionalism, communication, interviewing, résumé preparation, employer expectations, attendance/reliability, and professional behavior through existing student-support and career-preparation activities.

8. Career Development and Graduate Employability

The Board discussed strategies for supporting graduates as they transition from school to employment.



Feedback identified résumé assistance, interview preparation, professionalism training, networking, and continued registry preparation as beneficial to graduate employability.

One clinical/employer representative specifically recommended that Human Resources/career support assist students with résumés.

Feedback also supported opportunities for students to interact with graduates and industry professionals to better understand employment expectations and career pathways.

Program Response

MCI will continue providing career-development support and will evaluate opportunities to strengthen résumé preparation, interviewing assistance, professional-development activities, and connections between current students, graduates, and industry representatives.

9. Credentialing and Registry Readiness

Credentialing outcomes and graduate readiness for applicable professional examinations were reviewed as part of the program outcomes discussion.

Board feedback supported continued emphasis on registry preparation. One faculty reviewer specifically identified registry readiness as an area for continued focus, together with professionalism, image optimization, and scanning skills.

The Board recognized credential attainment as an important component of graduate success and employability.

Program Response

The programs will continue monitoring credentialing outcomes and supporting students and graduates through registry preparation, faculty guidance, review activities, and communication regarding applicable credentialing pathways.

10. Facilities, Laboratory and Equipment

Advisory Board members evaluated the laboratory environment, equipment availability and functionality, industry relevance, supplies, and the overall ability of program resources to support student learning.

Feedback was generally favorable, with multiple reviewers rating facilities and laboratory resources as good or excellent and indicating that available resources support student training outcomes.



One faculty reviewer stated that the current laboratory resources provide a strong foundation for student training and continued program success and that the resources effectively support student training outcomes.

However, the Board and student/graduate feedback also identified areas for continued monitoring and improvement. Recommendations and comments included:

- Continued modernization of ultrasound equipment when feasible.
- Attention to equipment functionality and maintenance.
- Additional or appropriate probes for specialized scanning.
- Consideration of an additional specialty probe
- More realistic clinical-style stretchers to support proper ergonomics.
- Continued monitoring of the laboratory environment and student access to functioning equipment.

Some feedback noted challenges associated with older equipment and equipment controls/components not functioning consistently. These comments were considered alongside the positive evaluations of overall laboratory resources.

Program Response

Program administration acknowledged the equipment-related feedback.

The institution will continue monitoring equipment functionality, maintenance needs, and laboratory resources. Faculty and administration will evaluate recommended equipment additions and replacements based on instructional need, program requirements, available resources, and their benefit to student learning.

Recommendations concerning probes, stretchers/ergonomics, and equipment modernization will remain part of the program's ongoing resource review.

11. Workforce Needs and Industry Trends

Board members provided feedback regarding qualities and skills currently valued in sonography employment.

Recurring themes included:



Technical competence • scanning ability • professionalism • communication • teamwork • compassion • critical thinking • adaptability • willingness to learn • image optimization • registry readiness

Employer feedback indicated that entry-level graduates continue to be considered for employment. Multiple respondents indicated that they would consider hiring graduates of the institution.

Feedback also demonstrated the importance of students understanding that employment may require schedule flexibility, including evenings, nights, or weekends.

Program Response

Program faculty and administration will continue using employer, clinical affiliate, graduate, and advisory-board feedback to evaluate workforce expectations and incorporate relevant professional and technical expectations into student preparation.

12. Summary of Advisory Board Recommendations and Program Response

The following major recommendations emerged from the meeting and supporting individual evaluations:

Advisory Board Recommendation	Program/Institution Response
Continue/increase hands-on scanning opportunities	Faculty will review laboratory scheduling and curriculum sequencing for opportunities to strengthen hands-on practice.
Consider introducing scanning earlier in the educational sequence	Program faculty will evaluate the recommendation in relation to curriculum sequencing, prerequisites, and approved program requirements.
Reinforce professionalism and workplace behavior	Professionalism will continue to be reinforced throughout didactic, laboratory, clinical, and career-preparation activities.
Strengthen interview and résumé preparation	Career-development support will continue, with additional emphasis on résumé and interview preparation.



Advisory Board Recommendation	Program/Institution Response
Continue registry/credentialing preparation	Programs will continue monitoring credentialing outcomes and providing registry-readiness support.
Provide additional protocol/vascular scanning practice	Faculty will evaluate opportunities for additional protocol-based and vascular practice within existing curriculum and laboratory activities.
Evaluate laboratory equipment, probes and modernization needs	Administration/program faculty will continue equipment assessment, maintenance, and prioritization of future resource needs.
Consider clinical-style stretchers/ergonomic preparation	The recommendation will be evaluated as part of laboratory resource and equipment planning.
Encourage interaction/networking between students, graduates and industry	The institution will continue exploring opportunities to connect students with graduates and industry representatives.
Continue strong clinical preparation	Clinical education, student monitoring, and feedback from affiliates will remain integral components of program evaluation.

13. Overall Program Effectiveness

The Advisory Board's overall assessment of the DMS and CVS programs was positive.

Members generally indicated that the programs are effectively preparing students for entry-level employment and that the curriculum, clinical education, faculty support, and laboratory resources provide an appropriate foundation for student success.

At the same time, the Board's recommendations identified opportunities for continued improvement, particularly in hands-on scanning time, professionalism, clinical preparation, career readiness, registry preparation, and continued equipment/resource evaluation.

The institution recognizes Advisory Board input as an important component of continuous program improvement and will use the recommendations documented above as part of ongoing program review and Program Effectiveness Plan activities.



14. Supporting Documentation Maintained

Supporting documentation for the April 23, 2026 Advisory Board meeting includes:

- ABHES Advisory Board Information Form
- Advisory Board Meeting Attendance Record
- Annual Advisory Board Presentation/Agenda
- Advisory Board Member Information & Meeting Acknowledgment Forms
- Laboratory and Equipment Feedback Forms
- Employer Feedback Forms
- Advisory Board Member Program Review Forms
- Supporting documentation verifying Advisory Board member qualifications, where applicable
- Post-meeting Advisory Board feedback
- Evidence of distribution of meeting minutes

The ABHES Advisory Board Information Form documents that the minutes were distributed by email to Advisory Board members and program personnel on April 30, 2026.