

**AMARILLO COLLEGE  
NURSING DIVISION FACULTY ORGANIZATION MINUTES**

DATE: November 17, 2010

TIME & PLACE: 1:30 p.m. – Jones Hall, Room 205

ATTENDANCE: Present: - Lindy Billington, LaVon Barrett, Jan Cannon, Angela Downs, Theresa Edwards, Jeanette Embrey, Marcia Green, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Tabatha Mathias, Liz Matos, Susan McClure, Khristi McKelvy, Marjeanne Moore, Sheryl Mueller, Phyllis Pastwa, Richard Pullen, Tamara Rhodes, Kelly Savage, Lyndi Shadbolt, Jennifer Siess, Teresa Smoot, Tammie Tabor, Rebecca Vincent, Ruth Whitehead, Kim Wright, Kerrie Young, Mona Yarbrough, Melissa Eder-SSS Grant Program Director, Kristen Beck-Texas Tech MSN student and Carolyn Leslie-Administrative Assistant.

ABSENT: Ginny Coppock, Melanie Gray, D'dee Grove, Pat Murray

AGENDA: See Attached.

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p><b>1.OPENING REMARKS</b>  <b>S. Mueller</b>            Call to Order            Introductions            Approval of Minutes            Announcements            Thank you            Congratulations            Birthdays</p>	<p><b>1. OPENING REMARKS – S. Mueller</b></p> <ul style="list-style-type: none"> <li>• Ms. Mueller called the meeting to order at 1:35 p.m.</li> <li>• Ms. Mueller introduced Melissa Eder, Program Director of the recently-awarded Student Support Services (SSS) Grant for Health Sciences. Ms. Eder addressed the faculty to ask for their help in securing a list of nursing students who might qualify for the services afforded by this grant. The purpose of this grant is to help high-risk students be successful in completing a Health Sciences program of study. Grant qualifications include being a 1<sup>st</sup> generation student (this includes students whose parents have an Associate Degree), low income or a registered disability. Ms. Eder is recruiting 120 students from the Health Sciences to participate in grant services.</li> <li>• Jan Cannon introduced Kristen Beck. Ms. Beck is completing a MSN degree at Texas Tech. She is working with Jan and needed to attend a professional meeting to fulfill a course requirement.</li> <li>• Ms. Mueller asked for approval of the minutes from the October 20, 2010 Nursing Division Faculty Organization Meeting.</li> <li>• Ms. Muller acknowledged a thank you note from Pat Kindred, Kelly Savage's mom, for the plant that was sent to the memorial service for Kelly's dad.</li> <li>• Birthday wishes were offered to those celebrating birthdays during the months of November and December. Those celebrating birthdays in November are: Kim Wright (7), Jennifer Siess (10), Teresa Smoot (16), and D'dee Grove (17). December birthdays include: Theresa Edwards (15) LaVon Barrett (19) and Rebecca Vincent (23<sup>rd</sup>).</li> <li>• Ms. Mueller noted that the luncheon today was provided for nursing faculty and staff to:               <ol style="list-style-type: none"> <li>1) express appreciation to all who have labored this past year to make a successful move to Jones Hall.</li> <li>2) thank the wonderful nursing faculty who "change lives and create futures".</li> </ol> </li> </ul>	<p>Ms. Eder handed out applications to the faculty to give to nursing students. She also provided a Handout entitled, Student Support Services Health Sciences Program.</p> <p>Jan Cannon made a motion that the minutes be accepted and Richard Pullen seconded the motion. The motion carried by majority vote with one abstention.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p>2.REPORT FROM DIVISION CHAIR - S Mueller</p>	<p>3) thank the fantastic staff who support the efforts of the faculty and students.</p> <p>4) celebrate two quality nursing programs that supply great nurses to the community and beyond. The BON notified the ADN Program recently that the first-time pass rates for 2010 are 93.13%. Although, the 2010 VN first-time pass rates are not available yet, the VN Program has enjoyed first-time pass rates above 95% in 2007, 2008 and 2009.</p> <p><b>2.0 REPORT FROM DIVISION CHAIR</b></p> <ul style="list-style-type: none"> <li>• <b><u>Dutton Hall Dedication</u></b>-The former biology building was renamed Dutton Hall in memory of Steve Dutton's service to students at AC. The building dedication was on November 4<sup>th</sup>. A video clip of the dedication can be seen at <a href="http://www.ac-ranger.com">www.ac-ranger.com</a>.</li> <li>• <b><u>Jones Hall Phone Service</u></b>-As per the e-mail from Lee Colaw, the new telephone switch for West Campus will be installed this week. ITS asks that we all remember to place our new digital phones next to the old analog phones on Thursday morning, November 18<sup>th</sup>. ITS staff will remove the analog phones and replace them with the new digital phones.</li> <li>• <b><u>Jones Hall Fire Alarm System</u></b>-The fire alarm system in Jones Hall was tested on November 12<sup>th</sup>. Bruce Cotgreave, who was present for the testing process, is confident that the system is now fully functional.</li> <li>• <b><u>Fall Commencement</u></b>-All Nursing Division faculty will be expected to attend the first Fall Commencement Ceremony on Saturday, December 11<sup>th</sup>, at 10:00 a.m. at the Cal Farley Coliseum of the Amarillo Civic Center.</li> <li>• <b><u>New College Mission Statement and Strategic Plan 2015</u></b>-Please note that the new AC mission statement is "enriching the lives of our students and our community". The new Strategic Plan through 2015 is on the AC website and can be accessed from the home page under Quick Links. It is important that all Nursing Division faculty read the Executive Summary from the Strategic Plan. Please note also that the institutional priority for 2010-11 is "to expand student success" by helping students to stay in school, earn academic and CE certificates and complete degrees.</li> <li>• <b><u>Student Evaluations of Faculty Performance</u></b>-Please continue to remind students that the faculty performance evaluations for all didactic nursing courses are open until December 3<sup>rd</sup>. Also please remind them and encourage them to complete all the faculty evaluations that arrive in their my.actx.edu mailbox. There should be evaluations for students to complete on all faculty involved in teaching each didactic course.</li> <li>• <b><u>Who's Who Among Students in American Junior Colleges</u></b>-There is still time to nominate outstanding students for inclusion in Who's Who Among Students in American Junior Colleges. Please send the nominated students names and ID or SS number to Joy Brenneman. She will determine if the students meet the nominating criteria and contact the students to compete an application. The deadline to send names to Ms. Brenneman is December 1<sup>st</sup>. Students named to Who's Who will be recognized at the annual Honors Convocation and receive a special notation in the commencement program.</li> <li>• <b><u>Online School Violence Training</u></b>—Production of the online version of the school violence training has been delayed. Due to the interactive nature of the training, the presenters have</li> </ul>	<p>LaVon Barrett commented that the students should be instructed to pay attention to the difference between 1's and 5's on the faculty performance evaluations.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p><b>3. COLLEGE COMMITTEE REPORTS</b></p>	<p>been asked and have agreed to narrate the Power Point used during the presentation. This narration will be accomplished in the next few months.</p> <ul style="list-style-type: none"> <li>• <b><u>SimCentral News</u></b>—The SimCentral Executive Committee met on November 11<sup>th</sup>. Some highlights of the meeting include: <ol style="list-style-type: none"> <li>1) John Smoot has been named Senior Director and Guy Gilbert has been promoted to PC Network Support IV. A third person or lead specialist will be hired to provide additional administrative support and hands-on simulation support.</li> <li>2) The renovation/expansion plans have been approved by Texas Tech and completion of this project is expected to be in mid-January.</li> <li>3) The usage of SimCentral by the schools this semester (588 students) has been approximately the same as in spring 2010.</li> <li>4) SimCentral staff and simulation coordinators at both AC and WTAMU will attend the HIS conference in New Orleans in January.</li> <li>5) Spring 2011 scheduling requests are being placed on the calendar. The expansion of the facility should be complete by the time that the students are back for the spring semester, so plans are being made accordingly.</li> <li>6) Some additional equipment will be purchased for the expanded space, and John and Guy would like to know what equipment the faculty would like to see at SimCentral.</li> <li>7) There will be some additional faculty development classes scheduled in the spring 2011 semester. Each of these classes require six to eight participants in order to conduct the simulation exercises.</li> <li>8) There are plans for an interdisciplinary training event during the spring 2011 semester.</li> </ol> </li> <li>• <b><u>Parking Safety on NWTHS Campus</u></b>—The COO responded to Ms. Mueller’s communication to Becky Hunter, CNO, about the accident involving a student on NWTHS property on October 8<sup>th</sup>. The COO noted that the organization’s Risk Management, Loss Control, and Security Departments conducted independent investigations of the incident. The conclusion was that this accident was the result of an employee not paying attention to her driving. The COO stated that there were no issues found related to the parking lots, signage, or other similar matters that would have contributed to this accident.</li> <li>• <b><u>2010 NLN Annual Survey</u></b>—The NLN Annual Survey, which includes data for both the VN and ADN Programs, has been completed and submitted.</li> <li>• <b><u>Surprise Visit From Dr. Matney and Dr. Lowery-Hart</u></b>—Dr. Paul Matney and Dr. Russell Lowery-Hart interrupted the meeting to congratulate the faculty on high first-time pass rates of the Nursing Division program graduates. They stated that they are very proud of the dedication and hard work of all nursing faculty and noted that they are aware and appreciate the tremendous contributions the nursing faculty make to the community and to individual students’ lives.</li> </ul> <p><b>3. COLLEGE COMMITTEE REPORTS</b></p> <p><b>3.1 <u>Academic Technology – Johnson</u></b></p> <ul style="list-style-type: none"> <li>• The committee met on 11-9-10.</li> <li>• House Bill 2504 required training for CV and syllabi will start soon. The Nursing Division train-the-trainers are: Marcia Green, Jeanette Embrey and Tamara Rhodes. Training will be offered</li> </ul>	<p>Please see the attached letter from the COO at NWTHS for more detail.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>this semester and at the beginning of next semester. Faculty should bring all documents needed to complete both the CV and syllabus. Some CV data has already been entered, but faculty needs to check this for accuracy. There will also be some open lab time for faculty to come and get some on-on-one help. (Ms. Johnson has asked to have some open lab time on the West Campus.) The goal is to get all course syllabi on-line in the new format by the first class day of Spring 11. In the new format, some fields have been merged. Most importantly, the calendar is now a part of the syllabus. General information using the weeks instead of specific dates can be entered.</p> <ul style="list-style-type: none"> <li>• Classroom evaluations for faculty have been sent to students' MyAC emails. Please encourage your students to complete these. Faculty petitioning for rank may want to supplement this course evaluation.</li> <li>• Faculty members can request that the new Windows be loaded onto their computers.</li> <li>• A new app, MOX, which is a free school directory application with maps, a phone directory, news and events is available.</li> <li>• AC On-line Sub-committee has not met.</li> </ul> <p><b>3.2 <u>Assessment, Instructional Sub-committee -- Hirsch</u></b></p> <ul style="list-style-type: none"> <li>• The sub-committee met November 11, 2010.</li> <li>• There was an ongoing discussion of the 6 proposed core objectives for AC: critical thinking skills; communication skills; empirical and quantitative skills; teamwork; social responsibility; and personal responsibility. <ul style="list-style-type: none"> <li>◦ These core objectives must be approved by the Coordinating Board.</li> </ul> </li> </ul> <p><b>3.3 <u>Commencement--Edwards</u></b></p> <ul style="list-style-type: none"> <li>• The committee will meet on November 18, 2010 at 3:00 p.m.</li> </ul> <p><b>3.4 <u>Faculty Evaluation--Shadbolt</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.6 <u>Faculty Handbook --Savage</u></b></p> <ul style="list-style-type: none"> <li>• The Faculty Handbook Committee met on November 10, 2010.</li> <li>• Discussion centered around the confusion some faculty had about years served in regard to rank applications. <ul style="list-style-type: none"> <li>◦ The handbook was reworded to reflect that the years faculty have served as temporary full-time faculty members may be counted in the rank application after their status has changed to probationary full-time instead of temporary full-time.</li> <li>◦ These changes will be presented to the Board of Regents for their approval.</li> </ul> </li> </ul> <p><b>3.7 <u>Faculty Senate – Smoot, Hirsch &amp; Edwards</u></b></p> <ul style="list-style-type: none"> <li>• Please see the e-mail sent from Carol Buse concerning the college budget.</li> </ul>	<p>Denise Hirsch requested that Ms. Edwards ask the committee about designating a place for faculty to put their coats during the ceremony.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<b>4. NURSING DIVISION COMMITTEE REPORTS</b>	<p><b>3.8 <u>Financial Aid Appeals--Smoot</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.9 <u>Institutional Effectiveness--Young</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.10 <u>Rank and Tenure--Pullen</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.11 <u>Testing and Remediation Committee--Edwards</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.12 <u>Wellness--Cannon</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>4. NURSING DIVISION COMMITTEE REPORTS</b></p> <p><b>4.1 <u>Instructional Technology--Hall</u></b></p> <ul style="list-style-type: none"> <li>• Committee members voted to adopt Talent Release, which is used by the AC Radio/TV Speech Department. <ul style="list-style-type: none"> <li>◦ This is needed only if used outside of the AC Network (You-Tube, Facebook, etc.)</li> </ul> </li> <li>• The Sim Man 3G Manual will be made available to all faculty and staff. <ul style="list-style-type: none"> <li>◦ A copy of the manual will be in the Sim Lab control room and a laminated copy of the quick on/off instructions with basic operating tips (abbreviated version) will also be kept in the control room.</li> </ul> </li> <li>• The committee would like to offer a HITS overview about incorporating instructional technology in the classroom as a faculty development next semester.</li> <li>• The committee is ready to start updating the NRC orientation videos. <ul style="list-style-type: none"> <li>◦ Committee members will be asking for ideas from faculty members about what they would like to see in the video to improve students' experiences in the NRC (including but not limited to simulation).</li> </ul> </li> <li>• A survey will be sent to faculty soon regarding their simulation experiences at AC. <ul style="list-style-type: none"> <li>◦ The survey seeks to determine what went well and what are the "opportunities for improvement" are for both faculty and students.</li> </ul> </li> <li>• A HITS chart will be used in Level I. Please check out these electronic documentation forms. <ul style="list-style-type: none"> <li>◦ The forms are available for all faculty members to use.</li> </ul> </li> </ul> <p><b>4.2 <u>Learning Resources--Hirsch</u></b></p> <ul style="list-style-type: none"> <li>• The committee has not met since the last faculty meeting.</li> <li>• Requests for non-print materials are still needed.</li> <li>• The committee still needs student representation—one VN and one ADN.</li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
5.MISCELLANEOUS	<p><b>4.3 <u>Nursing Peer Review--Crowley</u></b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>4.4 <u>Research and Program Effectiveness—Johnson</u></b></p> <ul style="list-style-type: none"> <li>• The committee met on November 3, 2010.</li> <li>• A student and faculty survey to evaluate the new clinical instruction model was approved. <ul style="list-style-type: none"> <li>◦ The student surveys will be completed by Scantron in each classroom course.</li> <li>◦ A member of the R&amp;PE Committee will administer these surveys.</li> <li>◦ The surveys take about 10 minutes to complete.</li> </ul> </li> <li>• Committee members began reviewing the current SEP for revisions. <ul style="list-style-type: none"> <li>◦ This document is dynamic and should be updated as data is collected.</li> </ul> </li> </ul> <p><b>4.5 <u>Student Activities-Jones</u></b></p> <ul style="list-style-type: none"> <li>• The SNA community project, which is a food drive, continues until next week.</li> <li>• ADN and VN pinning planning continues on schedule.</li> </ul> <p><b>4.6 <u>Testing-Edwards</u></b></p> <ul style="list-style-type: none"> <li>• The committee met on November 10, 2010.</li> <li>• The committee reviewed Tammie Tabor's test.</li> <li>• Committee members also discussed the new terminology in the NCLEX Detailed Test Plan. Members will do more research and discuss this topic again at the January meeting.</li> </ul> <p><b>5. MISCELLANEOUS</b></p> <p><b>5.1 <u>NRC -- Hirsch</u></b></p> <ul style="list-style-type: none"> <li>• A new automated MedDispense system has been purchased through Perkins funds. <ul style="list-style-type: none"> <li>◦ Please mark your calendars for Monday, December 6, 2011. Installation of the system and training for faculty and staff will be that day.</li> <li>◦ The NRC has also received. a "MegaCode" Kelly through Perkins funding. <ul style="list-style-type: none"> <li>➤ It can do CPR (no shock)</li> </ul> </li> <li>◦ A "VitaSim" Kid (no BP, but has breath sounds/heart sounds) has also been purchased through Perkins funds.</li> </ul> </li> <li>• Please remember to get your lab requests for the spring 2011 semester to Tina ASAP. Dates and time slots are filling-up fast!</li> </ul> <p><b>5.2 <u>Computer Testing Center -- Gray</u></b></p> <ul style="list-style-type: none"> <li>• Both Testing Centers are really busy. Please remember that if a test is scheduled in either Testing Center before 10:00 am or after 2:00 pm, a faculty proctor will be required.</li> <li>• The final exam schedule has been posted.</li> <li>• Please remind students how important it is for them to have their picture IDs with the barcode with them for testing. Students will not be admitted to the Testing Centers without this ID.</li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p data-bbox="107 586 323 643"><b>6.TREASURER'S REPORT</b></p> <p data-bbox="107 769 317 857"><b>7. VOCATIONAL NURSING REPORTS</b></p> <p data-bbox="107 1349 352 1498"><b>8. ASSOCIATE DEGREE NURSING REPORTS ADN Director's Report</b></p>	<ul style="list-style-type: none"> <li>• There has been a problem again with students waiting for other students in the open computer lab after a test. <ul style="list-style-type: none"> <li>◦ Please remind students that once they are finished with their tests, they are to exit the lab, unless they are going to study quietly in the open computer lab.</li> </ul> </li> </ul> <p data-bbox="394 347 695 375"><b>5.3 Advising -- McClure</b></p> <ul style="list-style-type: none"> <li>• Spring 2011 registration begins November 8, 2010.</li> </ul> <p data-bbox="394 440 869 467"><b>5.4 Staff Development – Young/Tabor</b></p> <ul style="list-style-type: none"> <li>• The final staff development program for the semester was completed today. <ul style="list-style-type: none"> <li>◦ Khristi McKelvy provided some good information on how to use the new 3G Sim Man.</li> </ul> </li> <li>• More staff development programs are scheduled for the spring 2011 semester.</li> </ul> <p data-bbox="394 597 852 625"><b>6. TREASURER'S REPORT -- Hirsch</b></p> <ul style="list-style-type: none"> <li>• There is currently \$548.96 in the faculty account.</li> <li>• There are about 12 faculty members who have not paid their dues.</li> <li>• The Christmas party will be Friday, December 10, 2010 at 11:00 am at The Plaza.</li> </ul> <p data-bbox="394 756 877 784"><b>7. VOCATIONAL NURSING REPORTS</b></p> <p data-bbox="394 789 831 816"><b>7.1 Coordinator's Report -- Barrett</b></p> <ul style="list-style-type: none"> <li>• The VN Pinning Ceremony will be on Tuesday, December 7, 2010 at 6:00 pm at Tascosa High School.</li> <li>• There will be 33 graduates.</li> <li>• There are 51 Level II students with some not passing.</li> <li>• Spring 2011 Advising Sessions have been completed and applications are coming in</li> <li>• Next week, the VN students will spend one day at Sim Central and one day in the NRC for simulation.</li> </ul> <p data-bbox="394 1073 638 1101"><b>7.2 Level I-Rhodes</b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p data-bbox="394 1166 625 1193"><b>7.3 Level II-Smoot</b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p data-bbox="394 1258 856 1286"><b>7.4 Admission/Progression—Barrett</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p data-bbox="394 1351 968 1378"><b>8. ASSOCIATE DEGREE NURSING REPORTS</b></p> <p data-bbox="394 1383 852 1411"><b>8.1 ADN Director's Report—Mueller</b></p> <p data-bbox="394 1416 1619 1498"><b>Faculty Assignments and Workload in Spring 2011</b>-A request has been made to Bill Crawford, Dean of Health Sciences, and Dr. Russell Lowery-Hart, VPAA, for two additional ADN faculty positions. The memorandum to Mr. Crawford and Dr. Lowery-Hart also included the following requests: 1) Change the</p>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>clinical workload allocation for faculty from 0.6 to 0.75; 2) Increase the release time for administrative functions for the Assistant Director from 40% to 75%, and 3) Recognize the Assistant Director position as an official line position at the college. There is tentative approval, at this point, from Dr. Lowery-Hart for the addition of one new full-time ADN faculty position. Dr. Lowery-Hart has also agreed to a change in the clinical workload allocation and changes to the ADN Assistant Director position. A meeting is scheduled with Dr. Matney, Dr. Lowery-Hart and Bill Crawford on November 30, 2010 to continue the discussion about faculty needs and program status. In other news related to faculty assignments and workload, Michelle Conrad has been hired to fill the vacant full-time OB Instructor position and Cele Rangel has agreed to work on a part-time basis in spring 2011.</p> <p><b><u>Salary Enhancement</u></b>—The Nurse Shortage Reduction Program—Regular FY 2011 funding from the THECB will be disbursed to the college on or about December 1, 2010. This money is awarded to RN programs in the state that increased the number of graduates from 2009 to 2010. The ADN Program increased the number of graduates from 2009 to 2010 by six. The award amount for these six graduates is \$25,511.00. This money will be evenly divided among full-time faculty and distributed as a “salary enhancement”. The amount to each faculty member will be approximately \$850.00</p> <p><b><u>Clinical Instruction Faculty Survey</u></b>—The ADN faculty was asked to complete the survey during a break in the meeting.</p> <p><b><u>2010 NCLEX-RN First-time Pass Rates</u></b>—As noted previously, the 2010 NCLEX-RN First-time Pass Rate for ADN graduates was 93.13%. Please refer to the attached e-mail from Ms. Mueller dated November 3, 2010.</p> <p><b><u>NLNAC Annual Report</u></b>—The required annual report was submitted on November 15, 2010, which was well before the November 22, 2010 due date.</p> <p><b><u>BON NEPIS Data</u></b>—Ms. Mueller reviewed the most recent BON NEPIS data with the faculty. Please see the attached handout.</p> <p><b><u>ADN DECS</u></b>—The Differentiated Essential Competencies (DECs) are now posted on the BON website. They can be accessed from the home page by clicking on Nursing Education, then Faculty, Program, and Student Information. Scroll down to Reports/Data and then click on Differentiated Essential competencies of Graduates of Texas Nursing Education Programs (DECs).</p> <p><b><u>8.2. Level I -- Moore</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Introduction to Nursing-RNSG1209/1105</u></b></li> <li>• There are 110 students in Introduction.</li> <li>• Started with 116 in both sections.</li> <li>• There have been 6 drops.</li> <li>• There are 14 students failing.</li> <li>• There are 3 students not passing, because they did not complete the online assignments.</li>   <li>• <b><u>Pharmacology-RNSG 1301</u></b></li> <li>• There are 123 students combined.</li> <li>• There has been 1 drop.</li> <li>• There are 11 students failing.</li> </ul>	



TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION																																																						
	<ul style="list-style-type: none"> <li>• <b><u>Principles of Clinical Decision Making—RNSG 1331</u></b></li> <li>• There are 126 students in both sections combined.</li> <li>• There have been 5 drops.</li> <li>• There are 27 students not passing, but 12 are salvageable.</li>   <li>• <b><u>Principles of Clinical Decision Making-Clinical--1362</u></b></li> <li>• There are 2 clinical failures.</li> </ul> <p><b>8.3 <u>Level II – Wright</u></b></p> <ul style="list-style-type: none"> <li>• 108 total students (83 Generic + 25 Transition; plus 14 Fast Forward students taking RNSG 1115)</li> <li>• 83 students are taking RNSG 1247/1263 and/or RNSG 1251/1260</li> <li>• 4 drops so far</li> </ul> <p><b><u>RNSG 1247/1263 Concepts of Clinical Decision Making I</u></b></p> <table data-bbox="583 695 1381 971"> <thead> <tr> <th>Section 1</th> <th>Section 2</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>A = 3</td> <td>A = 1</td> <td>A = 4</td> </tr> <tr> <td>B = 17</td> <td>B = 11</td> <td>B = 28</td> </tr> <tr> <td>C = 20</td> <td>C = 15</td> <td>C = 35</td> </tr> <tr> <td>D = 6</td> <td>D = 6</td> <td>D = 12</td> </tr> <tr> <td>F = 0</td> <td>F = 1</td> <td>F = 1</td> </tr> <tr> <td>Total 46</td> <td>Total 34</td> <td>Total 80</td> </tr> <tr> <td>87.0 % passing</td> <td>79.4 % passing</td> <td>83.8% passing</td> </tr> <tr> <td>13.0 % not passing</td> <td>20.6 % not passing</td> <td>16.3% not passing</td> </tr> </tbody> </table> <p><b><u>RNSG 1251/1260 Care of Childbearing Family</u></b></p> <table data-bbox="583 1062 1381 1338"> <thead> <tr> <th>Section 1</th> <th>Section 2</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>A = 8</td> <td>A = 1</td> <td>A = 9</td> </tr> <tr> <td>B = 22</td> <td>B = 9</td> <td>B = 31</td> </tr> <tr> <td>C = 14</td> <td>C = 17</td> <td>C = 31</td> </tr> <tr> <td>D = 3</td> <td>D = 6</td> <td>D = 9</td> </tr> <tr> <td>F = 0</td> <td>F = 0</td> <td>F = 0</td> </tr> <tr> <td>Total 47</td> <td>Total 33</td> <td>Total 80</td> </tr> <tr> <td>93.6% passing</td> <td>81.8% passing</td> <td>88.8% passing</td> </tr> <tr> <td>6.4% not passing</td> <td>18.2% not passing</td> <td>11.3% not passing</td> </tr> </tbody> </table> <p><b><u>RNSG 1115.001 Health Assessment (Theresa)</u></b> 59 attending, final was last week</p> <p><b><u>RNSG 1115.002 Health Assessment (Verena)</u></b> 30 attending, final will be October 27, 2010</p>	Section 1	Section 2	Total	A = 3	A = 1	A = 4	B = 17	B = 11	B = 28	C = 20	C = 15	C = 35	D = 6	D = 6	D = 12	F = 0	F = 1	F = 1	Total 46	Total 34	Total 80	87.0 % passing	79.4 % passing	83.8% passing	13.0 % not passing	20.6 % not passing	16.3% not passing	Section 1	Section 2	Total	A = 8	A = 1	A = 9	B = 22	B = 9	B = 31	C = 14	C = 17	C = 31	D = 3	D = 6	D = 9	F = 0	F = 0	F = 0	Total 47	Total 33	Total 80	93.6% passing	81.8% passing	88.8% passing	6.4% not passing	18.2% not passing	11.3% not passing	
Section 1	Section 2	Total																																																						
A = 3	A = 1	A = 4																																																						
B = 17	B = 11	B = 28																																																						
C = 20	C = 15	C = 35																																																						
D = 6	D = 6	D = 12																																																						
F = 0	F = 1	F = 1																																																						
Total 46	Total 34	Total 80																																																						
87.0 % passing	79.4 % passing	83.8% passing																																																						
13.0 % not passing	20.6 % not passing	16.3% not passing																																																						
Section 1	Section 2	Total																																																						
A = 8	A = 1	A = 9																																																						
B = 22	B = 9	B = 31																																																						
C = 14	C = 17	C = 31																																																						
D = 3	D = 6	D = 9																																																						
F = 0	F = 0	F = 0																																																						
Total 47	Total 33	Total 80																																																						
93.6% passing	81.8% passing	88.8% passing																																																						
6.4% not passing	18.2% not passing	11.3% not passing																																																						

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
9.ADN COMMITTEE REPORTS	<p><b><u>RNSG 2307 Transition to Nursing Practice</u></b>  25 registered &amp; attending  A = 0, B = 5, C = 17, D = 3, F = 0  88.0% passing, 12% not passing</p> <p><b><u>HPRS 2200 Pharmacology for Health Professionals</u></b>  20 registered, one not passing</p> <p><b>8.4 <u>Level III – Pullen</u></b></p> <ul style="list-style-type: none"> <li>• 70 students are enrolled in RNSG 1248/2261. There are 12 students not passing after second exam (17%). Third exam is November 30, 2010. Specialty exam is November 23, 2010.</li> <li>• 80 students are enrolled in RNSG 2201/2260. There are 14 students not passing after the fourth exam (17%). Specialty exam is November 23, 2010.</li> <li>• 74 students are enrolled in RNSG 2213/2161 between the two sections. There are 7 students not passing after the third exam (9%). Specialty exam is today, November 17, 2010. Fourth exam is November 24, 2010.</li> </ul> <p><b>8.5 <u>Level IV-Grove</u></b></p> <ul style="list-style-type: none"> <li>• Community- 55 students; all passing</li> <li>• Critical Care- 91 enrolled; 2 drops and 12 not passing (8 with 68-69)</li> <li>• Management- 95 enrolled; no drops and 6 not passing (4 are close enough to recover)</li> </ul> <p><b>9. ADN COMMITTEE REPORTS</b></p> <p><b>9.1 <u>ADN Advisory--Mueller</u></b></p> <ul style="list-style-type: none"> <li>• The committee will meet for the first time as a group separate from the VN Advisory Committee on Tuesday, November 23, 2010, at 3:00 p.m. in Jones Hall, Room 208. Faculty members are also welcome to attend these committee meetings.</li> </ul> <p><b>9.2 <u>Admission/Progression--Wright</u></b></p> <ul style="list-style-type: none"> <li>• The committee has received 8-9 letters.</li> <li>• They will meet the last Thursday and Friday in the semester.</li> <li>• The committee may call a meeting after Thanksgiving.</li> </ul> <p><b>9.3 <u>Curriculum--Pullen</u></b></p> <ul style="list-style-type: none"> <li>• The committee met November 10, 2010.</li> <li>• A table that showcases the thread of older adult content in the program was presented. Committee members were asked to share this information with faculty in their respective levels with a goal of adding more information on the older adult that may have missed in the original evaluation.</li> <li>• A task force has been identified to evaluate the program for content related to disaster preparedness. The task force will be collaborating with Rusty Cornelius, Emergency Preparedness Coordinator at AC, and will review the National League for Nursing (NLN) stance on educating nurses for disaster preparedness as well as the literature in health care that</li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p><b>10.ADDITIONAL ITEMS</b></p>	<p>identifies what nurses and nursing schools are doing to prepare for disasters and other emergency situations.</p> <ul style="list-style-type: none"> <li>• The committee reviewed the HESI Exit Exam results for students in Level 4 who took the exam at the 10<sup>th</sup> week of the semester. We compared the 3<sup>rd</sup> week performance with the 10<sup>th</sup> week performance. It appears that students did slightly better at the 10<sup>th</sup> week than they did at the 3<sup>rd</sup> week. More statistical analysis is necessary to determine if there really are significant differences. Sophisticated statistical analysis will allow take into consideration the distribution of individual scores. Testing Committee has also reviewed these results.</li> <li>• NCLEX-RN Program Reports for the May 2010 graduates were reviewed. The program is in the top one-third of all programs in the nation in the current reporting period. We were in the top quarter in the previous reporting period. Our first-time pass rates have increased even though the minimum passing requirement on NCLEX-RN has increased, which demonstrates that our program is one to be proud of.</li> <li>• A task force is evaluating how we can use technology to administer the dosage and solution exam online.</li> <li>• Committee members also discussed the issue of plagiarism. Faculty need to remind students that is a form of academic dishonesty.</li> <li>• Faculty was sent the following position descriptions for review via email on November 10, 2010. These position descriptions have been approved by Curriculum Committee: <ul style="list-style-type: none"> <li>◦ Nursing Division Chair Position Description</li> <li>◦ Assistant Director Position Description</li> <li>◦ Team Coordinator Position Description</li> <li>◦ Instructor of Nursing Resource Position Description</li> <li>◦ Nursing Resource Center Lab Supervisor Position Description</li> <li>◦ Supplemental Instruction Coordinator Position Description (new)</li> <li>◦ Supplemental Instruction Leader Position Description (new)</li> </ul> </li> </ul> <p><b>10. ADDITIONAL ITEMS</b></p> <p><b>10.1-Recruitment Task Force—Cannon</b></p> <ul style="list-style-type: none"> <li>• Welcome to the Real World will be at the Civic Center on January 12, 2011.</li> </ul> <p><b>10.2-Nursing Success Task Force--Pullen</b></p> <ul style="list-style-type: none"> <li>• The Task Force met November 16, 2010. The group reviewed the status of recommendations that were originally identified in spring 2009. Many of these recommendations have been implemented, which include but are not limited to: <ol style="list-style-type: none"> <li>(1) Surveying students each semester to determine how best to serve them</li> <li>(2) Including more long-term care surrounding the older adult in Level I and throughout the program</li> <li>(3) Including more supplemental instruction in the program</li> <li>(4) Including more flexible hours for clinical rotations</li> <li>(5) Redesigning the AP Option</li> <li>(6) Employing a Retention Specialist</li> </ol> </li> </ul>	<p>Curriculum Committee entered a motion to approve these new and revised position descriptions for the ADN Faculty Handbook. The motion was seconded and carried by a majority vote of the ADN faculty present.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<ul style="list-style-type: none"> <li>The Task Force discussed the importance of using “Peer Tutors” and “Peer Mentors” in the orientation of students among the levels in the program. Tabatha Mathias and Liz Matos will be developing a model in which students from one level will “orient” and provide “success strategies” for students who are enrolling in the next level of courses. For example, a core group of students from Level 3 will have a “meeting” with students in Level 2. Students would volunteer to be a part of “the team”. Guidelines will be developed that provide necessary structure for these students. Specific information will be identified as both Liz Matos and Tabatha Mathias work together in the beginning stages of this project.</li> </ul> <p><b>10.3-NLN Ambassador Report-Hirsch</b></p> <ul style="list-style-type: none"> <li>Please see handout.</li> </ul>	
<b>11. ADJOURNMENT</b>	<p><b>11. ADJOURNMENT</b> The meeting was adjourned at 3:20 pm by faculty consensus.</p>	

\_\_\_\_\_  
Sheryl Mueller, Nursing Division Chair

\_\_\_\_\_  
Date