

**AMARILLO COLLEGE
NURSING DEPARTMENT FACULTY ORGANIZATION MINUTES**

DATE: March 6, 2013

TIME & PLACE: 1:30 p.m. - West Campus Jones Hall, Room 205

ATTENDANCE: Present: LaVon Barrett, Jan Cannon, Ginny Coppock, Cindy Crabtree, Angela Downs, Theresa Edwards, Jeanette Embrey, Marcia Green, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marcia Julian, Jody Kile Susan McClure, Khristi McKelvy, Sheryl Mueller, Richard Pullen, Claudia Reed, Tamara Rhodes, Angie Ross, Kelly Savage, Lyndi Shadbolt, Elizabeth Sharp, Kim Smith, Teresa Smoot, Keri Terrell, Kim Wright, Ramona Yarbrough, Kerrie Young and Carolyn Leslie, Administrative Assistant.

ABSENT: D'dee Grove and Tabatha Mathias

AGENDA: See Attached.

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p>1.0 OPENING REMARKS S. Mueller Call to Order Thank You Approval of Minutes Birthdays</p> <p>2.0 REPORT FROM DEPARTMENT CHAIR - S Mueller</p>	<p>1.0 OPENING REMARKS – S. Mueller</p> <ul style="list-style-type: none"> • Ms. Mueller called the meeting to order at 1:35 p.m. • Ms. Mueller thanked the faculty for the lunch today. • Theresa Edwards thanked the faculty for helping with Health Assessment this morning. • Ms. Mueller called for the approval of the Nursing Department Faculty Organization minutes from the February 6, 2013 Nursing Department Faculty Organization Meeting. • Birthday Celebrations—Happy Birthday to Jamie Carter (17), Jody Kile (25) and Sylvia Wyer (29). <p>2.0 REPORT FROM DEPARTMENT CHAIR</p> <ul style="list-style-type: none"> • VN Program—There is a persistent rumor in the community that is beginning to impact interest in the AC VN Program. That rumor is that the LVN is being “phased out”. Undoubtedly, the decision by NWTSS to no longer employ LVNs in acute care has fueled that rumor. However, the truth of the matter is that licensed vocational nursing is amongst the top six fastest-growing health careers in the nation. The national projected employment growth for LVNs is 22.4% from 2010-2020. This is a faster than average occupational growth rate, and the need for additional LVNs is expected to increase by almost 169,000 during this 10-year period. The demand for LVNs is largely due to the needs of an aging society with chronic illnesses. The need for LVNs is greatest in long-term care facilities, home care, rehab centers, clinics, and doctor’s offices. All AC faculty members need to be prepared to respond definitively and accurately to dispel the rumor that LVNs are no longer needed in the community. A healthy, viable VN Program in the Nursing Department is essential for all of us and for our community. • Copy Costs—The cost of copying by the college Copy Center has recently increased by more than 50%. The previous cost of copying was: up to 200 pages-4 cents, 200-400 pages-3 cents, 	<p>Lyndi Shadbolt made a motion to accept the February 6, 2013 minutes. Verena Johnson seconded the motion. The motion carried by a majority vote.</p> <p>LaVon Barrett commented on the drop in applications for the VN program. Tamara Rhodes suggested that the once/year admission process for the ADN Fast Forward Transition Program may be impacting applications to the VN Program because recent VN graduates cannot transition as quickly from the VN Program to the ADN Program. Ms. Mueller stated that it might be possible</p>

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<p>3.0 COLLEGE COMMITTEE REPORTS</p>	<p>and >400 pages- 2 cents. The current cost of copying in the Copy Center is: up to 200 pages-9 cents, 200-400 pages-8 cents, and > 400 pages-7 cents. Be aware that the Copy Center adds additional charges for copy jobs that require stapling or hole-punching. Ms. Leslie has determined that it costs approximately 7 cents per copy to use the Canon copier in the office using white or pastel-colored paper. (Use of the neon or "hot" colors is significantly more.) It is therefore usually more cost-effective to complete copy jobs of less than 400 pages in the Nursing Department Office.</p> <ul style="list-style-type: none"> • 2014 Budget and Equipment Requests—The 2014 budgets for the Nursing Department, VN Program, and ADN Program were submitted to the Dean of Health Sciences on March 1, 2013. As instructed, all three budgets remain essentially flat except for adjustments in personnel costs, copy/printing costs, and professional membership expenses. An extensive list of equipment totaling in excess of \$195,000 was also submitted at the same time as the budgets. • MOU with TTUHSC School of Nursing—AC and WTAMU recently entered into a memorandum of understanding (MOU) with TTUHSC in regards to the intent of TTUHSC to offer a second-degree accelerated BSN program in Amarillo. The didactic portion of the program is totally online, but students in the TTUHSC program will utilize Amarillo healthcare facilities for clinical education using a clinical "coach" model. The MOU specifies that students will be assigned to BSN clinical coaches one to two shifts per week with clinical placement concentrated on the 7 PM to 7 AM shifts Monday through Friday and on weekends as available. Priority for day shifts Monday through Friday and weekends will be provided to AC and WTAMU. TTUHSC also agreed to work with the current clinical placement consortium already operating in the community. The new program will begin in fall 2013 with 15 students. The MOU specifies that TTUHSC has no plans and no intent to offer a traditional undergraduate program in the region. • Faculty Performance Reviews—Please remember that those of you who are scheduled for faculty performance review this semester need to submit your narrative self-evaluations according to the new faculty performance review format to the designated supervisor this month. The departmental deadline is April 15th. That deadline includes the conference with the supervisor!!! • ACTS 2013—CTL is now taking applications for ACTS 2013. This seminar on May 16-18 at the Talon Point Retreat Center in Channing, TX is open to all faculty, but priority will be given to NFA 2012-13 participants. Application forms are available on the CTL web page. • New Book Reps—Charla Parsons is now our new representative for Pearson (Charla.Parsons@Pearson.com), and Kerry Freudenberg (kef@FADavis.com) is the new F.A. Davis representative. <p>3.0 COLLEGE COMMITTEE REPORTS</p> <p>3.1 Academic Technology—Pullen</p> <ul style="list-style-type: none"> ○ The February 27th meeting was cancelled. The next meeting is March 27, 2013. <p>3.2 Commencement-Grove, Hirsch, Rhodes, Smoot</p> <ul style="list-style-type: none"> ○ Meetings are scheduled for Friday, March 22, 2013 and Wednesday, April 17, 2013. ○ Commencement is Friday, May 10, 2013. 	<p>to increase the number of students enrolled each summer in the Transition program.</p> <p>Ms. Mueller thanked Khristi McKelvy and Denise Hirsch for putting these requests together.</p>

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	<p>3.3 <u>Faculty Evaluation-Barrett</u></p> <ul style="list-style-type: none"> ○ No Report <p>3.4 <u>Faculty Handbook-Savage</u></p> <ul style="list-style-type: none"> ○ No Report <p>3.5 <u>Faculty Professional Development-Coppock</u></p> <ul style="list-style-type: none"> ○ The February 28th meeting was cancelled. March 28th will be the next meeting. <p>3.6 <u>Faculty Senate-Rhodes</u></p> <ul style="list-style-type: none"> ○ The Faculty Senate met on March 1, 2013. ○ Dr. Matney and Dr. Lowery-Hart discussed the following items: <ul style="list-style-type: none"> ➤ SACS. AC received dings for employee credentials and lack of vigor in QEP. The final report will come in June 2013. SACS accreditation is crucial to maintaining funding, student financial aid, etc. ➤ Bond money has been allocated. Resulting improvements include: 1st floor Parcels and Byrd, library 2nd floor, music building, Dutton Hall (starting soon). ➤ Legislation concerns include restoration of funding for college employees' health and retirement benefits. ➤ Dr. Matney is proposing a utility savings program which would eliminate the use of personal refrigerators, etc. ➤ Dr. Matney's and Dr. Lowery-Hart's dream is to create a more student friendly learning center and coffee shop in the library. ○ Enrollment is down college wide by around 1,000. It is likely due to no late enrollment. ○ The college goal is to have high numbers of graduates or completers, not high numbers of students entering. ○ The deadline for nominations for the new faculty excellence awards is May 1st. Please nominate yourself or someone else. ○ Faculty Senate has been asked to develop a policy regarding textbooks and supplementary resources that are required by faculty. There is a concern that faculty may be profiting from the sale of materials then not using them in class or profiting inappropriately from required materials. Apparently, faculty and/or programs receive funds from materials such as information packets, syllabi, etc. that students are required to purchase in the bookstore. ○ Faculty Senate continues to work on a proposal to allow faculty dual ownership of intellectual property. ○ The Mead Award nominations process will begin after Spring Break. ○ Faculty Senate nominations for the next term will be taken soon in correlating departments. Seats will open up in the Health Sciences Division. ○ College-wide committee assignment requests will arrive via email shortly and assignments will be made by the end of the semester. There is also concern that nonteaching faculty members can go up for rank. There was discussion as to whether or 	

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4.0 NURSING DEPARTMENT COMMITTEE REPORTS	<p>not there should be another classification for nonteaching faculty.</p> <ul style="list-style-type: none"> ○ The next meeting will be April 5, 2013. <p>3.7 <u>Financial Aid Appeals-Mueller</u></p> <ul style="list-style-type: none"> ○ The committee met and reviewed 20 financial appeals. <p>3.8 <u>General Education Competency—Communication-McKelvy</u></p> <ul style="list-style-type: none"> ○ Communication artifacts are due in May. <p>3.9 <u>General Education Competency—Critical Thinking-Smoot</u></p> <ul style="list-style-type: none"> ○ The committee is working on critical thinking artifacts. <p>3.10 <u>General Education Competency—Personal Responsibility-Cannon</u></p> <ul style="list-style-type: none"> ○ The committee is working on personal responsibility artifacts. <p>3.11 <u>Program Reviews-Hirsch</u></p> <ul style="list-style-type: none"> ○ No Report <p>3.12 <u>Rank and Tenure-Shadbolt</u></p> <ul style="list-style-type: none"> ○ The committee began looking at eight notebooks. ○ The committee will finish this process in March then meet again. <p>3.13 <u>Testing and Remediation Committee-Cannon</u></p> <ul style="list-style-type: none"> ○ No Report. <p>3.14 <u>Wellness-Cannon</u></p> <ul style="list-style-type: none"> ○ No Report. <p>4.0 NURSING DEPARTMENT COMMITTEE REPORTS</p> <p>4.1 <u>Instructional Technology—McKelvy</u></p> <ul style="list-style-type: none"> ○ The final vertical community simulation is the last Wednesday of the month. Ms. McKelvy said they may need extra faculty help. <p>4.2 <u>Learning Resources—Hirsch</u></p> <ul style="list-style-type: none"> ○ Money is still available in the non-print budget for purchases. <p>4.3 <u>Nursing Peer Review—Hergert</u></p> <ul style="list-style-type: none"> ○ Carol Hergert sent an email to the Nursing Department faculty of the changes in the Nursing Peer Review Committee Policy and Procedure Guidelines. The essence of these changes is to reinforce that the NPR Committee will endeavor to take actions supported by reasonable facts or secondary to the law. Further, these changes 	

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	<p>emphasize ‘Good Faith’ in reporting or any actions in peer review. A total of six recommended changes were sent by email to faculty.</p> <p>4.4 Research and Program Effectiveness—Johnson/Savage</p> <ul style="list-style-type: none"> ○ There was a question asked about whether clinical groups could or would be going to the Computing Center or the NRC to complete surveys. The answer to the question is that this will be individually determined by the clinical instructor. If students do go to the Computing Center, then the time must be scheduled. <p>4.5 Student Activities—Jones</p> <ul style="list-style-type: none"> ○ Members of the ADN SNA will be going to San Jacinto Elementary on March 26th for a No Excuses Teamwork Activity. They will also be going to the YMCA Kidfest in April. ○ The SNA elected officers on March 19, 2013. The candidates participated in a debate at 12:00 p.m. before the elections. Desserts were served. ○ The VN SNA will help with the community Medication Cleanout project and the food pantry. They will have a party during the first of May. <p>4.6 Testing—Pullen</p> <ul style="list-style-type: none"> ○ The committee met February 20, 2013. ○ The following policies were discussed and reviewed. Revisions were made to the following: <ul style="list-style-type: none"> ➤ Test Development Guidelines Minor revision in terminology and references. The "biggest" revision is under "Detailed Instruction" (Section C: Developing Test Items) with regard to test items such as "Select all that apply", etc. ➤ Guidelines for Using the Test Blueprint Minor revision in terminology and references. The "Blueprint" form should be "Psychosocial" rather than "Psychological" with Client Need Categories. ➤ Policy for Testing Scheduling in the CAI Lab/Testing Center (Page 14 in file) The committee voted to delete this policy because it is very similar to the "Faculty Testing Policy" that begins on page 16 in this file. ➤ Faculty Testing Policy (Page 16 in file) This policy was recently revised to incorporate new procedures to scheduling tests in the West Campus Computing Center and other processes. ○ These revisions were sent to Faculty members via email March 2, 2013 to review in advance of the March 6, 2013 Faculty Organization Meeting as well as a reminder that Testing Committee is a department-wide committee. Policies/guidelines presented will have "Amarillo College: Nursing Department". After approval by the entire Faculty Organization, each program (ADN and VN) may replace "Nursing Department" with "ADN Program" or "VN Program" for their respective programs. ○ The Dosage and Solution Guidelines were discussed and revisions made. However, additional discussion and revisions are currently being made and a proposal will soon be 	<p>Lyndi Shadbolt requested that Licensed Vocational Nursing be changed to Vocational Nursing in the wording of the guidelines. Ms. Hergert will submit the corrections.</p> <p>A motion was brought from committee to accept the changes that were submitted with the noted corrections. Ms. Shadbolt seconded the motion. The motion carried by majority vote.</p> <p>A motion was brought from committee to adopt revisions to the changes in guidelines. Angie Downs seconded the motion. The motion passed by majority vote.</p>

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<p>5.0 MISCELLANEOUS</p> <p>6.0 TREASURER'S REPORT</p> <p>7.0 VOCATIONAL NURSING REPORTS</p>	<p>presented to Faculty Organization for consideration.</p> <ul style="list-style-type: none"> ○ Next meeting will be March 27, 2013. The focus of the meeting will be to further discuss the Dosage and Solution Guidelines. Two exams will also be reviewed from the VN Program. <p>5.0 MISCELLANEOUS</p> <p>5.1 <u>NRC – Hirsch</u></p> <ul style="list-style-type: none"> ○ Thank you to everyone who helped this morning with the Health Assessment lab. ○ The NRC needs your schedules ASAP for the summer and fall NRC labs. ○ An email was sent out concerning the need for student workers. ○ The NRC cannot stay open until 6:00 p.m. until student workers are hired. <p>5.2 <u>Advising-McClure</u></p> <ul style="list-style-type: none"> ○ No Report <p>5.3 <u>Staff Development-Kile/Rhodes</u></p> <ul style="list-style-type: none"> ○ Staff development presentations were given by Verena Johnson, Jody Kile, Paul Hogue and Richard Pullen today. ○ In the fall, a staff development will be scheduled on cultural consideration and diversity. <p>6.0 <u>Treasurer's Report--Hirsch</u></p> <ul style="list-style-type: none"> ○ There is currently \$236.30 in the account. <p>7.0 VOCATIONAL NURSING REPORTS</p> <p>7.1 <u>Coordinator's Report – Barrett</u></p> <ul style="list-style-type: none"> ○ Ms. Barrett is working on the survey report in preparation for the visit from the Board of Nursing, which is scheduled for April 12, 2013. ○ The initial survey report will be sent by mail. ○ The VN program has had 15 students drop in the last few weeks due to different issues. Ten students failed skills. ○ The VN Advisory Committee will meet on April 17, 2013. <p>7.2 <u>Level I-Rhodes</u></p> <ul style="list-style-type: none"> ○ No Report <p>7.3 <u>Level II-Sharp</u></p> <ul style="list-style-type: none"> ○ No Report. <p>7.4 <u>Admission/Progression—Barrett</u></p> <ul style="list-style-type: none"> ○ No Report <p>7.5 <u>VN Advisory—Barrett</u></p> <ul style="list-style-type: none"> ○ No Report 	

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<p>8.0 ASSOCIATE DEGREE NURSING REPORTS ADN Director's Report Level Reports</p>	<p>8.0 ASSOCIATE DEGREE NURSING REPORTS 8.1 ADN Director's Report—Mueller</p> <ul style="list-style-type: none"> • <u>Selection of Outstanding Major for Graduating Class--May 2013</u>—Nominations were taken for the selection of the ADN Outstanding Major for May 2013. • <u>Advising Sessions</u>—The first Advising Session was scheduled on the Monday of the blizzard of 2013. The 50 individuals who had been signed up for this first session on February 25th are being rescheduled into one of the other five Advising Sessions this semester. There will be 70 potential applicants in all but one of these five sessions. It is imperative that all ADN faculty attend two of the Advising Sessions or Information Sessions. Thank you to all ADN faculty who helped yesterday with the Traditional Generic Advising Session—Paul Hogue, Tabatha Mathias, Denise Hirsch, Mona Yarbrough, Claudia Reed, Carol Hergert, Verena Johnson, Debby Hall, Theresa Edwards, and Marcia Green. Also thank you to those faculty that helped with the Fast Forward Generic Advising Session—Paul Hogue, Carol Hergert, Teresa Smoot, Denise Hirsch, and Marcia Green. • <u>Fall Schedule</u>—The first draft of the fall 2013 schedule was submitted by the due date of February 25th. Thank you to all of you who assisted with its preparation. We will have the opportunity to review it at least one more time before its publication. • <u>NLNAC versus NLN</u>—A letter arrived from the NLNAC on February 22, 2013 in regards to the ongoing litigation between the NLNAC and NLN. The NLNAC reported in the letter that the NLN has recently announced that it is forming a new, third accrediting agency for nursing programs. The letter from NLNAC noted that this new agency at the NLN is not recognized by the US Department of Education. The letter also noted that the NLNAC values its recognition by the USDOE because it demonstrates a commitment to excellence and allows students enrolled in NLNAC-accredited programs to receive the benefits of HEA Title IV and other federal grant monies. In addition, the letter notes that the NLNAC is fully recognized by the Council for Higher Education Accreditation (CHEA) for its ongoing work in nursing accreditation. • <u>Real Life Options</u>—John Brooks of ATI has offered the program a couple of options in lieu of adopting Real Life with a incremental student fee structure. For \$45,000, ATI could provide site availability to Real Life for faculty and students from now until fall 2014. Another option would be to purchase Real Life for a subset of students at \$80/student. For example, \$8,000 would pay for 100 students in a particular subset for a semester. Another option is to wait until fall 2014 to adopt Real Life and begin with students in Level I purchasing access for \$80/semester through the program. • <u>Professional Development Opportunities</u>—Please continue to look for and request to attend external professional development seminars, workshops and conferences. There is still money available from the NSRP awards to fund additional travel for professional development opportunities. • <u>December 2012 NCLEX-RN Results</u>—There were 105 graduates in December. Of those, 69 have passed the NCLEX-RN on the first attempt as of March 5, 2013. There are 12 presumed first-time exam failures. 17 graduates still have valid permits. 7 graduates have never been issued a permit, and it appears that these graduates are tied up in the Enforcement Department 	<p>The ADN faculty nominated eligible candidates for the ADN Outstanding Major award. The candidates were voted on and Lucy Kamua was selected as the Outstanding Major for Spring 2013.</p> <p>There was no consensus among faculty to pursue any of these options with ATI.</p>

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	<p>with eligibility issues.</p> <p>8.2. Level I -- Cannon</p> <p><u>RNSG 1209-001 – Introduction to Nursing</u></p> <ul style="list-style-type: none"> ○ RNSG 1209 – 83 students enrolled, all attending 16 failing after first exam <p><u>RNSG 1105 - Skills</u></p> <ul style="list-style-type: none"> ○ RNSG 1105 – 83 students enrolled, all attending All students are passing <p><u>RNSG 1331-001 - Principles</u></p> <ul style="list-style-type: none"> ○ 53 enrolled, and everyone is attending ○ 14 failing after the first exam. Second exam will be the week after Spring Break <p><u>RNSG 1331-002 - Principles</u></p> <ul style="list-style-type: none"> ○ 31 enrolled, and everyone is attending ○ 5 not passing after the first exam. Second exam will be the week after Spring Break <p><u>RNSG 1362 – Clinical</u></p> <ul style="list-style-type: none"> ○ 83 enrolled, and everyone is attending. First rotation has started and is going well. <p><u>RNSG 1301-001 - Pharmacology</u></p> <ul style="list-style-type: none"> ○ 49 students enrolled, and everyone is attending ○ 1 failing after the Module 2 Exam <p><u>RNSG 1301-002 - Pharmacology</u></p> <ul style="list-style-type: none"> ○ 29 students enrolled, and everyone is attending ○ Everyone is passing after the second exam <p>8.3 Level II – Shadbolt</p> <ul style="list-style-type: none"> • Level 2 has a total of 120 students plus 18 Fast Forward Transition (LVNs) <p><u>RNSG 1247/1263-</u> Dr. Embry and M. Jones</p> <ul style="list-style-type: none"> ○ Total number of students registered: 119 ○ Number of students dropped:1 ○ Total number not passing after last module exam:8 ○ Module 2 exam will be given in March <p><u>RNSG 1251/1260-</u> Jody Kile and Lyndi Shadbolt</p> <ul style="list-style-type: none"> ○ Total number registered:112 ○ Number of students dropped:1 ○ Module 1 exam- February 5, 2013 ○ Total number not passing after module 1 exam:12 ○ Module 2 exam is March 19, 2013 <p><u>RNSG 1115-</u> Health Assessment Section 001- Theresa Edwards</p> <ul style="list-style-type: none"> ○ Total number of students registered:49 	

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	<ul style="list-style-type: none"> ○ Number of students dropped: 1 ○ March 6, 2013 is the Assessment Check-off <p>Section 002 (online)- Mona Yarbrough</p> <ul style="list-style-type: none"> ○ Total number of students registered:18 ○ Number of students dropped: 0 <p>Section 003- Theresa Edwards</p> <ul style="list-style-type: none"> ○ Total number of students registered: 47 ○ Number of students dropped: 0 ○ March 6, 2013 is the Assessment Check-off <p><u>HPRS 2200</u>- Pharmacology Online-Judy Wilson</p> <ul style="list-style-type: none"> ○ Total number of students registered:18 ○ Number of students dropped: 0 <p>8.4 Level III – Wright</p> <p><u>RNSG: 1248/2261—Concepts of Clinical Decision Making</u></p> <ul style="list-style-type: none"> ○ 82 students are enrolled. ○ 28 students are not passing after 1st exam. ○ The 2nd exam is on March 19, 2013 <p><u>RNSG: 2201/2260--Pediatrics</u></p> <ul style="list-style-type: none"> ○ 70 students are enrolled. ○ 17 students are not passing <p><u>RNSG: 2213/2161—Mental Health</u></p> <ul style="list-style-type: none"> ○ 86 students are enrolled. ○ After 2 module exams, there are a total of 11 students failing (10 of these have 64-69 averages) ○ Module 2 results are A=3, B=27, C=36, D=16, F=4 <p>8.5 Level IV-Pullen</p> <p><u>RNSG 1110/2161 – Community</u></p> <ul style="list-style-type: none"> ○ 114 students are enrolled and 1 is not passing after the first exam. <p><u>RNSG 2231/2262 – Critical Care</u></p> <ul style="list-style-type: none"> ○ 120 students are enrolled. ○ 29 students are not passing after the 1st exam. ○ The second HESI will be after spring break. <p><u>RNSG 2221/2263 -- Management</u></p> <ul style="list-style-type: none"> ○ 117 students are enrolled. ○ One student dropped due to health reasons. ○ Enrollment is now 116. ○ 18 students are not passing after the first exam. 	

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<p>9.0 ADN COMMITTEE REPORTS</p>	<p>9.0 ADN COMMITTEE REPORTS</p> <p>9.1 <u>ADN Advisory Committee—Mueller</u></p> <ul style="list-style-type: none"> ○ The ADN Advisory Committee will meet on March 25, 2013 at 3:00 p.m. <p>9.2 <u>Admission/Progression—Mathias</u></p> <ul style="list-style-type: none"> ○ No Report. <p>9.3 <u>Curriculum—Shadbolt</u></p> <ul style="list-style-type: none"> • The Curriculum Committee met on Wednesday, February 13, 2013. • <u>Booklist:</u> The summer 2013 booklist has been completed. The fall 2013 booklist needs a few final signatures, so please make sure that you have initialed that list. • <u>Faculty Handbook:</u> Faculty has all been emailed the changes to the faculty orientation for the Nursing Resource Center (NRC). This contains updates to hours of operation (procedure 1), notification to faculty of lab assignments (procedure 3), and an additional procedure 14 regarding return of equipment checked out. • <u>Student Handbook:</u> Faculty has all been emailed the changes proposed to the Student Dress Code Policy for Clinical. • <u>Textbook Changes:</u> Introduction to Nursing/Nursing Skills course will be changing to Potter & Perry Fundamentals of Nursing, 8th Ed. in the summer 2013 course. They will also be changing to the Saunders-Strategies for Test Success, 2nd Ed. during their summer course. RNSG 1251/1260-Care of the Childbearing Family(OB) will also be changing textbooks this summer to Foundations of Maternal-Newborn and Women's Health Nursing, 5th Ed. • <u>Central Lines:</u> The committee is reviewing our instruction in the program regarding central lines, especially the removal of central lines by students. Jan Cannon and Jeanette Embrey are looking at what we teach in our curriculum and where changes may need to be made. • <u>Task Force Follow-up:</u> The committee continues to review areas of the NCLEX-RN Report Analysis that are low or are trending downward. We heard the following reports: Physiologic Needs- R. Pullen Basic Care & Comfort- J. Cannon Assessment/ Evaluation- J. Cannon Other task forces that are continuing are: Documentation – K. Wright Clinical Portfolio- L. Shadbolt Joining Forces Initiative- S. Mueller • <u>Nutrition:</u> S. Mueller reported that the NLNAC has approved the change in to discontinue Nutrition as a stand-alone course for our curriculum and replace it with Medical Terminology beginning in fall 2013. S. Mueller has emailed all didactic course instructors the nutrition content that should be included in each of their courses. 	<p>A motion was brought from committee to accept the changes to the Faculty Orientation for the NRC. Richard Pullen seconded the motion. The motion carried by majority vote.</p> <p>A motion was brought from committee to accept the changes to the Student Dress Code Policy for Clinical. Cindy Crabtree seconded the motion. The motion carried by a majority vote.</p>

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10.0 ADDITIONAL ITEMS	10.0 <u>ADDITIONAL ITEMS</u>	
11.0 ADJOURNMENT	11. ADJOURNMENT The meeting was adjourned at 3:25 p.m. by faculty consensus.	

Sheryl Mueller, Nursing Department Chair

Date