

AMARILLO COLLEGE
NURSING DEPARTMENT FACULTY ORGANIZATION MINUTES

DATE: February 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, Tabatha Mathias, 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 Marianne Jones

AGENDA: See Attached.

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
1.0 OPENING REMARKS S. Mueller Call to Order Report About the SSS Grant Approval of Minutes Birthdays	1.0 OPENING REMARKS – S. Mueller <ul style="list-style-type: none"> Ms. Mueller called the meeting to order at 1:35 p.m. Melissa Eder, from the Student Support Services (SSS) Health Sciences Program, gave a report to the faculty. Ms. Eder stated that there are quite a few openings in the program. She related that she is open to ideas on how to help students. Specialized tutoring sessions are one option to help the nursing students in the program. Two to three nursing graduates are currently helping with tutoring. The website for more information about the Health Sciences Grant is http://www.actx.edu/sss-health. Ms. Mueller called for the approval of the Nursing Department Faculty Organization minutes from the January 7, 2013 meeting. Ms. Mueller called for the approval of the Nursing Department Faculty Organization minutes from the December 5, 2012 Associate Degree Nursing Program meeting. Angie Downs announced the winners of the chili cook-off from today's luncheon. Marianne Jones received the award for the best white chili. Connie Lax received the award for the best dessert. Birthday Celebrations—Happy birthday to Mona Yarbrough (8th), Sarah Milford (10th), and Lizzie Sharp (21st) 	<p>Ms. Eder requested that the faculty e-mail her with any specific ideas.</p> <p>Marianne Jones made a motion to accept the January 7, 2013 minutes. Paul Hogue seconded the motion. The motion carried by a majority vote. Paul Hogue made a motion to accept the December 5, 2012 minutes. Richard Pullen seconded the motion. The motion carried by a majority vote.</p>
2.0 REPORT FROM DEPARTMENT CHAIR - S Mueller	2.0 REPORT FROM DEPARTMENT CHAIR <ul style="list-style-type: none"> Men in Healthcare Event—The Men in Healthcare Event is a new event to feature programs that have historically had low, male student enrollment. The event is scheduled for April 30th on the West Campus. The featured Health Sciences programs are surgical technology, nursing, and dental. Forty-five potential students will participate in the event. All the featured programs 	<p>Denise Hirsch will identify a place in the NRC on the third floor of Jones Hall for the</p>

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	<p>have been charged to develop an exciting 20-minute presentation for the attendees. These presentations will be presented nine times to small groups of five. Nursing needs a task force of 2-3 ADN faculty members and one VN faculty member to develop the presentation and participate in the event.</p> <ul style="list-style-type: none"> ○ Jan Cannon stated that there is a recruitment PowerPoint that could be used as a starting point to prepare a video or PowerPoint to use for the presentation. • <u>Sneak Peek</u>—Sneak Peek is also scheduled in April. It is April 18th. A task force composed of Health Science division faculty has been appointed to include the West Campus in this event for students interested in Health Science careers. Richard Pullen, LaVon Barrett and Jan Cannon are members of this task force. • <u>SiMCentral Report</u>—The SiMCentral Executive Committee met on January 16, 2013. Highlights of the meeting include: Fall 2012 usage increased slightly from the spring 2012 semester. There were 1,473 participants accounting for 7,333 contact hours in fall 2012. SiMCentral will be the beneficiary of the Laura W. Bush Institute for Women's Health fund-raising event this year on April 17, 2013 at the Civic Center Heritage Room. The first addition of the SiMCentral newsletter, Heartbeat, is on the website. The Advanced Trauma Life Support simulation is scheduled for February 28, 2013 and March 1, 2013. Requests for spring scheduling have increased. Scheduling for two simultaneous events is doable, but conducting three simultaneous events is difficult for the SiMCentral staff to accommodate. Interdisciplinary training and research events have been scheduled for the spring semester. See the web site to schedule students for these events. • <u>MOU with TTUHSC School of Nursing</u>—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. • <u>Faculty Performance Reviews</u>—Nursing Department faculty who are scheduled for performance review this spring will utilize the new faculty review form, which has been e-mailed to all faculty and placed on the J Drive-Nursing. The new review format focuses on improvement of teaching rather than on the results of student evaluations. Results of student evaluations and grade distributions are still, however, a part of the review process. Student didactic and clinical evaluations as well as grade distributions for fall 2012 have been distributed. The instructional data sets that Dr. Pullen has generated from the institutional data base will be made available to instructors of record on Monday, February 11, 2013. The deadline for completion of the faculty review process in the Nursing Department is April 15, 2013. • <u>Faculty Excellence Awards</u>—Please consider nominating yourself or a faculty colleague for a 	<p>nursing presentations.</p> <p>Members were named to a task force for the purpose of representing the Nursing Department at the Men in Healthcare Event. The members of the task force are: Angie Ross, Richard Pullen, Ginny Coppock, Denise Hirsch, Cindy Crabtree, Mona Yarbrough and Lizzy Sharp.</p> <p>Dr. Pullen encouraged faculty members to utilize the instructional data sets provided to identify methods of improving teaching effectiveness.</p> <p>Ms. Mueller will put the email on the website for faculty to</p>

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3.0 COLLEGE COMMITTEE REPORTS	<p>Faculty Excellence Award. See Dr. Lowery-Hart's e-mail of January 9, 2013. There are many examples of faculty excellence in the Nursing Department. The nominations are due to Joy Brenneman by May 1, 2013. Faculty Excellence Award Winners will receive \$500 and be recognized during the Fall 2013 Faculty Meeting.</p> <ul style="list-style-type: none"> • 2013-2014 Budgets—Budget instructions arrived from Dr. Matney last week. The instructions indicate that budget requests must clearly reflect the critical institutional priority of improving student success and student completion of degrees and certificates. Budget managers have been instructed to submit flat or reduced budgets and seek, develop and use a pool of well-qualified adjunct faculty. Budget managers are asked not to submit requests for new or replacement positions and to carefully evaluate the necessity of funded but un-hired positions. • Equipment Requests—Any faculty requests for equipment for the Nursing Department in the 2014 budget year need to be submitted ASAP. Please e-mail Ms. Mueller with a description and price quote for any items being requested. • Computing Center Update—It will definitely be possible to utilize the open computer lab (WCD-106) in the Computer Center during testing of large groups of students. However, the scheduling of WCD-106 will need to be carefully coordinated directly with Melanie Gray in order to provide students an optimal testing experience. As per Ms. Gray's e-mail of February 4, 2013, the Computing Center can only provide one test proctor for each student testing time. Faculty who are testing groups of students in multiple rooms will need to plan to proctor the second and third rooms as indicated. <p>3.0 COLLEGE COMMITTEE REPORTS</p> <p>3.1 <u>Academic Technology--Pullen</u></p> <ul style="list-style-type: none"> ○ The committee met on January 29, 2013. ○ There was a discussion on migration from Angel to Blackboard. Individualized training will occur soon based upon level of comfort/need. For example, individuals who have never used Angel will need extensive training while those who have had experience may need very little to no extra training. Training sessions will soon be announced. ○ The committee charter (mission and procedures) were discussed and amended. The committee proposed that membership on the committee be determined by a vote or appointment from a division/department chair. <p>3.2 <u>Commencement-Grove, Hirsch, Rhodes, Smoot</u></p> <ul style="list-style-type: none"> ○ Meetings are scheduled for Friday, March 22, 2013 and Wednesday, April 17, 2013. <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>nominate colleagues or themselves for a Faculty Excellence Award.</p>

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	<p>3.5 <u>Faculty Professional Development-Coppock</u></p> <ul style="list-style-type: none"> ○ The Faculty Development Committee met on January 31, 2013. ○ The Faculty Development Retreat is scheduled for May 16, 17 and 18, 2013 in Dumas. ○ Blackboard training is tentatively scheduled for April. <p>3.6 <u>Faculty Senate-Rhodes</u></p> <ul style="list-style-type: none"> ○ The committee met on February 1, 2013. ○ The salary subcommittee is proposing an increase in pay to help offset the increased cost of living. The proposal is under development. ○ The Senate is proposing a change in policy regarding ownership of intellectual property to give the author dual ownership if they leave AC. This would give the author the right to utilize items created while working at AC in other venues. The proposal is being worked on by Bruce Moseley. ○ The voting has closed to place 3 new Senators from the Health Science division on the committee. The new Senators should be announced today. ○ Nominations for the Mead Award will be announced shortly. ○ The next meeting is scheduled for March 1, 2013. <p>3.7 <u>Financial Aid Appeals-Mueller</u></p> <ul style="list-style-type: none"> ○ No Report <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 met on February 12, 2013. ○ Notebooks are due by the end of February for promotion and rank. <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. 	

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4.0 NURSING DEPARTMENT COMMITTEE REPORTS	<p>4.0 NURSING DEPARTMENT COMMITTEE REPORTS</p> <p>4.1 <u>Instructional Technology--McKelvy</u></p> <ul style="list-style-type: none"> ○ The committee met on January 30, 2013. ○ Kaki Hoover presented information on converting to Blackboard and using ACTX.libguides.com site (not ready yet). If anyone would like nursing tutorials linked through the library site, let Ms. Hoover know. She has money available for 2 e-books. The committee discussed getting the e-books for nursing procedures (Lippincott) used by NWTH and Potter & Perry (not in e-book format) used by BSA. ○ The technology orientation has been completed. A section has been added to the existing new faculty orientation PowerPoint and the tips & easy reference guide has been placed in the Google Doc site. ○ Committee members are building in the virtual world. Please come by if you would like to help build online. Debby Hall has sent out instructions to faculty already about how to get on the Osgird and about the name of the Islands. ○ Students in the community health course will complete an environmental assessment in the virtual world at the end of March. ○ Students in the community health course will also participate in a telehealth simulation using Skype. ○ Lee Colaw has recommended that we use tablets with the Windows 8 operating system. He will let us use his demo computer when he receives it, and said he would keep an eye out for grant money to help purchase tablets for simulation documentation. ○ Sarah Milford has completed the first draft of the orientation for new NRC workers, which will include pictures of the procedure setups. She is filling in a few holes and an electronic version should be completed at the end of this semester at the latest. ○ There are plans to complete a new catheterization video this semester possibly using the Hero camera for hands-on shots. <p>4.2 <u>Learning Resources—Hirsch</u></p> <ul style="list-style-type: none"> ○ Ms. Hirsch has purchased some “fun games” from Tool Thyme for Trainers. Angie Ross is currently using them. Please see Ms. Hirsch if you wish to use these. <p>4.3 <u>Nursing Peer Review—Hergert</u></p> <ul style="list-style-type: none"> ○ The committee met on February 6, 2013. <p>4.4 <u>Research and Program Effectiveness—Johnson/Savage</u></p> <ul style="list-style-type: none"> ○ The committee met on January 30, 2013. ○ The committee reviewed their goals and objectives. The need to encourage and motivate students to take surveys is very apparent. Poor response rates really affect our ability to obtain useful data-driven insights for program improvement. Clinical surveys will be available by the last day of each rotation. The committee suggests that faculty take their students to the West Computing Center or the NRC on the last day of clinicals so that students can complete their surveys right then. ○ The committee reviewed the December 2012 Graduate Exit Survey results. (Copies were 	

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	<p>given to all faculty before the faculty meeting.) There were many very positive comments about the faculty, which were encouraging! One negative comment that seems to frequently reoccur is the perception of faculty favoritism of some students. Committee discussed what may make students feel this way. The students on the committee gave good input. Whether students' perceptions are accurate or inaccurate, the committee agreed that each faculty members needs to continue making sure that each student knows that they have equal access to and equal regard from their instructors. Only 30 students out of 105 graduates responded – a sad 28.6%. Verena Johnson will include a note to students that the survey only takes around 5 minutes, along with a reminder that the Likert scale ranges from 1=strongly disagree to 5=strongly agree.</p> <ul style="list-style-type: none"> ○ Jan Cannon requested a review of where clinical warning points are deducted on the CPEC. Paul Hogue questioned why clinical warning points are even deducted on the CPEC. This topic was tabled until our next meeting due to time constraints and the absence of faculty who were instrumental in writing the clinical warning guidelines. ○ The committee reviewed each program SLO in the SEP. The need for more specific assessments and evaluations of SLOs and role-specific graduate competencies was discussed. Ms. Mueller and Dr. Pullen are reviewing this as well, and the entire faculty will become more involved as we all determine exactly what is needed. ○ The committee expressed their appreciation to the students on this committee. They give a unique insight into the program that is very helpful! ○ The next scheduled meeting is April 24, 2013. <p>4.5 Student Activities—Jones</p> <ul style="list-style-type: none"> ○ The Student Activities Committee has not met this semester. ○ VN and ADN SNA did a wonderful job with the Welcome Back activity for the students during the first week of class. ○ The ADN SNA met today. Community projects that were discussed were: “No Excuses” at San Jacinto Elementary on March 28, 2013; Kid Fest on April 27, 2013; and End-of-Year Bash during the first week of May. The students will be able to order polos and hoodies, and food will be served. <p>4.6 Testing—Pullen</p> <ul style="list-style-type: none"> ○ The committee met January 23, 2013. Committee members reviewed two exams from the ADN Program. Debby Hall presented an exam from RNSG 2221, Professional Nursing: Leadership and Management. Kim Wright presented an exam from RNSG 2201, Care of the Children and Families. Committee members provided these faculty members with feedback about grammar, sentence structure, cognitive level, client need category and nursing process. ○ The committee will review the currency of the following policies in the next meeting on February 20, 2013: Test Development Guidelines, Guidelines for Test Blueprint, Dosage and Solution Guidelines, and Policy for Test Scheduling. 	<p>In response to comments by faculty about students not being able to readily purchase the polo shirts for clinical, a recommendation was made and accepted that the shirts be kept in stock in the Nursing Department storage room where several faculty members can access them to sell them to students. It was also agreed that students will have a limit of two shirts per purchase.</p>

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<p>8.0 ASSOCIATE DEGREE NURSING REPORTS ADN Director's Report Level Reports</p>	<p>○ No Report</p> <p>7.5 VN Advisory—Barrett ○ No Report</p> <p>8.0 ASSOCIATE DEGREE NURSING REPORTS 8.1 ADN Director's Report—Mueller</p> <ul style="list-style-type: none"> • Required Clinical Hours—The Texas BON has been collecting data about professional nursing program clinical hours for the last three years in the annual NEPIS report. The data is being collated and analyzed by the Texas Center for Nursing Workforce Studies (TCNWS) and is available to the THECB and state legislators. Of particular interest to state legislators and other stakeholders is the wide disparity in required patient care hours (PTCH) among nursing programs in the state. (PTCH include faculty-supervised, hands-on direct patient care, observational experiences, and clinical conferences.) The range of required PTCH for generic ADN programs in the state is 288-1056 (South Texas College-288 and Mountain View College-1056). The median PTCH for ADN programs in Texas in 2011 was 707 and the mean PTCH was 694.53. BSN programs in Texas had a range of PTCH of 492-1220. The median PTCH for BSN programs in Texas in 2011 was 766, and the mean was 791.71. National benchmarks for mean clinical hours as determined by a 2010 NCSBN study were: ADN-621 and BSN-733. Due to limited state resources for higher education in Texas, state legislators and others are scrutinizing the cost of clinical nursing education in order to arrive at the "ideal" PTCH required to produce a safe, quality RN. • Calculation of Clinical Hours—The AC ADN Program requires 42 semester credit hours (sch) of nursing courses. Of those 42 sch, 17 sch are clinical courses. These clinical nursing courses are from those approved by the THECB and are located in the Workforce Education Course Manual (WECM). Each WECM clinical course specifies a range of required clinical hours. The range of contact hours for a two sch clinical course is 96-192. The AC ADN Program utilizes the lowest number of required clinical hours in the range provided for each clinical course in the WECM. Utilizing the BON definition of PTCH, the AC ADN Program required 751 PTCH in 2011. • Didactic Course Hours—Most of the program didactic courses have designated lecture hours and designated lecture lab hours. (See WECM for each course.) Lecture is defined by the THECB in the GIPWE manual as "time used to present new material with additional cognitive and/or affective learning outcomes". Lecture lab is defined as "time used to provide direct supervision of skill development, application, and practice of knowledge". This would include in-class case studies, cooperative learning activities, simulation, etc. LECTURE LAB TIME CANNOT BE USED FOR LECTURE! • NCLEX-RN Exam—Based on the findings from the NCSBN's 2011 practice analysis for newly-licensed nurses, the 2013 NCLEX-RN Test Plan has been revised. 12,000 newly-licensed RNs, who completed the practice analysis survey, were asked about the frequency and importance of performing 141 nursing care tasks. The abbreviated 2013 Test Plan and educator and student versions of the detailed 2013 test plans are available at the NCSBN website. The new passing standard for the NCLEX-RN Exam will be implemented on April 1, 2013. The new passing 	<p>See Handout Entitled: FAQs About the 2013 NCLEX-RN Test Plan for a summary of test plan changes.</p>

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	<p>standard of 0.00 logit represents an increase from the current passing standard of -0.16 logit. The passing standard was increased to reflect the greater level of knowledge, skills and ability required of the entry-level RN for safe and effective practice.</p> <ul style="list-style-type: none"> <u>Enrollment, Graduation, and Admissions Information</u>—The BON recently published the 2012 Enrollment, Graduation, and Admissions data for professional nursing programs in the state. In fall 2012, the AC ADN Program was the third largest, by pre-licensure enrollment, of the 66 ADN programs in the state. Only El Centro College and San Antonio College has larger enrollments in their ADN programs. El Centro had 678 and San Antonio College had 1,041. There were 216 graduates from the AC ADN Program in 2012. There were four ADN Programs that had more graduates. Two of those were the two that had greater enrollment than AC. The other two programs were at Austin Community College and Tarrant County Community College. (Both of these programs had less student enrollment, but both had higher program completion rates than the AC program.) <u>Advising Sessions and Admission Application Deadline</u>—Advising Sessions for fall 2013 admission have been scheduled. Please see Ms. Balderas' e-mail for the dates and times. All ADN faculty members must attend at least two of the Traditional Generic Advising Sessions and/or the Fast Forward Generic Information Sessions. Please sign up in the departmental office. The first Advising Session is February 25th. The application deadline for both options will be earlier than usual. It is Wednesday of the 13th week of the semester rather than the 15th week. <u>BON Student CBC Program</u>—Students admitted to the Fast Forward Generic option this summer and the Traditional Generic Program this fall will participate in the BON Student Criminal Background Check Program. 80% of Texas nursing programs already participate in the BON Student CBC Program. Participation will not be an option as soon as the BON amends the NPA to make it mandatory for all schools of nursing within the state. The process begins when the school of nursing creates a roster for the BON of all new/accepted students. After the BON enters the students into their system, the BON sends a FAST PASS for each student listed on the roster. The students then arrange for a fingerprint scanning appointment and pay the cost for a DPS/FBI background check as well as the fingerprint scan. After the BON receives the CBC, the BON will mail a blue postcard directly to those students with a clear CBC or correspond with those who have a positive CBC and request a petition for a declaratory order. The advantage of this program is that students who have completed the CBC for the BON will not have to repeat it at the time of application for initial licensure. This process also emphasizes completion of the DO process early in program enrollment. Of the 121 potential graduates in May, over 30 of these have an eligibility issue that they have not previously reported to the BON. There are still 20 graduates from December that do not have permits and are not clear to take the NCLEX-RN Exam. <p><u>8.2. Level I -- Cannon</u> <u>Introduction to Nursing-RNSG 1209</u></p> <ul style="list-style-type: none"> 83 students are enrolled and all are attending The first exam is 2/18/2013 	

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	<p><u>Nursing Skills-RNSG 1105</u></p> <ul style="list-style-type: none"> ○ 83 students are enrolled and all are attending. ○ All students are passing after two skills completed. <p><u>Pharmacology-RNSG 1301-001</u></p> <ul style="list-style-type: none"> ○ 49 students are enrolled and everyone is attending. ○ The first exam was on Monday, and everyone is passing. ○ The first D&S exam has been given. 5 students did not pass and will retake the exam. <p><u>Pharmacology-RNSG 1301-002</u></p> <ul style="list-style-type: none"> ○ 29 students are enrolled and everyone is attending. ○ The first exam was on Monday, and everyone is passing although one student has not taken the exam yet. <p><u>Principles of Clinical Decision Making-RNSG 1331/1362</u></p> <p><u>Section 001</u></p> <ul style="list-style-type: none"> ○ 53 students are enrolled and everyone is attending. ○ The first exam is next week, February 12, 2013. <p><u>Section 002</u></p> <ul style="list-style-type: none"> ○ 30 students are enrolled and everyone is attending. ○ The first exam is next week on February 12, 2013. <p><u>8.3 Level II – Shadbolt</u></p> <p><u>RNSG 1247/1263 Concepts of Clinical Decision Making I</u></p> <ul style="list-style-type: none"> ○ Total number of students registered is 119. ○ One student has dropped. ○ The module exam is February 12, 2013. <p><u>RNSG 1251/1260 Care of Childbearing Family</u></p> <ul style="list-style-type: none"> ○ The total number of students registered is 112. ○ One student has dropped. ○ The module exam is February 5, 2013. ○ 12 students are not passing after the Module 1 exam. <p><u>RNSG 1115 Health Assessment</u></p> <ul style="list-style-type: none"> ○ 96 students are currently enrolled in the classroom Health Assessment. ○ One student has dropped. ○ March 6, 2013 is the Health Assessment check-off date. ○ 18 students are enrolled in online Health Assessment. <p><u>HPRS 2200 Pharmacology for Health Professionals</u></p> <ul style="list-style-type: none"> ○ 18 students are enrolled. <p><u>8.4 Level III – Wright</u></p> <ul style="list-style-type: none"> • There is a total enrollment of 107 individual students among the Level 3 courses. <p><u>RNSG: 1248/2261—Concepts of Clinical Decision Making</u></p> <ul style="list-style-type: none"> ○ 81 students are enrolled with no drops. ○ The first exam will be February 19, 2013. 	

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<p>9.0 ADN COMMITTEE REPORTS</p>	<p><u>RNSG: 2201/2260--Pediatrics</u></p> <ul style="list-style-type: none"> ○ 70 students are enrolled. The first exam will be February 12, 2013. <p><u>RNSG: 2213/2161—Mental Health</u></p> <ul style="list-style-type: none"> ○ 87 students are enrolled. The first exam is February 6, 2013. <p>8.5 <u>Level IV-Pullen</u></p> <p><u>RNSG 1110/2161 – Community</u></p> <ul style="list-style-type: none"> ○ 114 students are enrolled and 48 are not passing after the first exam. One student made a 39% and it will be a challenge for this student to make an overall passing grade for the course. The majority of those who did not pass the first exam scored in the 60's with a few in the 50's. <p><u>RNSG 2231/2262 – Critical Care</u></p> <ul style="list-style-type: none"> ○ 120 students are enrolled; the first exam is next week. <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. <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"> ○ The Admission and Progression Committee met and discussed the implementation of a new immunization policy for students. The new policy will require that students must submit proof of immunizations as required by the Department of State Health Services (DSHS) at the time of submission of an application for admission. The new policy will be phased in over the next academic year. Students applying to the FF Generic Option this summer and students applying to the Traditional Generic Program this fall will be required to produce proof of completion of all required DSHS immunizations by the first day of the Introduction to Nursing class. Students applying for spring 2014 admission and beyond will have to provide documentation of completion of all the required DSHS immunizations at the time that an application is submitted for program admission. ○ A new immunization form to document each student's required Department of State Health Services (DSHS) immunizations was developed and emailed to faculty. This new form will be utilized once immunization changes are in effect. <p>9.3 <u>Curriculum—Shadbolt</u></p> <ul style="list-style-type: none"> ○ No Report 	<p>A motion came from committee to approve the new Immunization policy and the new immunization form. Carol Hergert seconded the motion and it carried by majority vote.</p>

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10.0 ADDITIONAL ITEMS	10.0 <u>ADDITIONAL ITEMS</u> <ul style="list-style-type: none"> ○ Verena Johnson asked what the proper procedure is for reporting a problem with the AV equipment in the classroom to IT. She has been having problems with the Lecture Hall equipment and has not been able to get in touch with anyone in IT for help. This has resulted in Ms. Johnson having to begin class late. 	Ms. Mueller noted that Lee Colaw's response to this question was to ask faculty to continue to call 371-5100 until an ITS staff member answers the phone.
11.0 ADJOURNMENT	11. ADJOURNMENT The meeting was adjourned at 3:40 p.m. by faculty consensus.	

Sheryl Mueller, Nursing Department Chair

Date