

**AMARILLO COLLEGE**

**ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES**

**DATE:** November 6, 2013

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

**ATTENDANCE:** Present: Jan Cannon, Cindy Crabtree, Theresa Edwards, Jeanette Embrey, Marcia Green, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Khristi McKelvy, Sheryl Mueller, Richard Pullen, Claudia Reed, Angie Ross, Kelly Savage, Lyndi Shadbolt, Teresa Smoot, Mona Yarbrough, Kerrie Young and Carolyn Leslie-Administrative Assistant

**ABSENT:** Ginny Coppock, Angela Downs, D'dee Grove, Susan McClure, Kim Pinter

**AGENDA:** See Attached

**MINUTES:**

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
<p><b>1.0 OPENING REMARKS</b>  <b>APPROVAL OF MINUTES</b>  <b>CONDOLENCES</b>  <b>FACULTY RETIREMENT</b>  <b>BIRTHDAYS</b>  <b>CONTRATULATIONS</b></p> <p><b>2.0 ADN PROGRAM DIRECTOR REPORT</b></p>	<p><b>1.0 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 called for the approval of the ADN Faculty Organization Meeting minutes from the October 2, 2013 meeting.</li> <li>• <b>Condolences</b>—Delores Thompson's mother, Helen Neal, passed away recently. A gift of \$50.00 was given to the Amarillo College Foundation in Mrs. Neal's memory from the Nursing Faculty Funds. (Please see letter from the AC Foundation)</li> <li>• <b>Faculty Retirement</b>—Kim Wright's last day of work was October 8, 2013. She officially retires on January 31, 2014. Thank you to all of you who attended Kim's retirement gathering, and thank you to Denise Hirsch and Carolyn Leslie for coordinating the reception refreshments.</li> <li>• <b>November Birthdays</b>—Kim Wright (7), Teresa Smoot (16), D'dee Grove (17), Claudia Reed (20).</li> <li>• <b>Good News</b>—Jody Kile and Marcia Green are back to work full-time and are making good progress with their health conditions. D'dee Grove is also feeling better.</li> </ul> <p><b>2.0 Director's Report-S. Mueller</b></p> <ul style="list-style-type: none"> <li>• <b>NCLEX-RN Pass Rates</b>—The Texas BON reported that the preliminary 2013 NCLEX-RN first-time pass rate for the AC ADN Program is 79.02%. This 2013 NCLEX-RN pass rate includes all program graduates who tested from September 1, 2012 to August 31, 2013. This is would primarily include the December 2012 and May 2013 graduates. There were 205 graduates who tested during this time and only 162 passed the first time. As noted in Ms. Mueller's e-mail to faculty on October 25<sup>th</sup>, the increase in the NCLEX-RN passing standard in April undoubtedly negatively affected the pass rate of the May 2013 graduates. Based on the 2013 preliminary results of ADN programs across the state, 37% of</li> </ul>	<p>Richard Pullen made a motion to accept the October 2, 2013 minutes. Kerrie Young seconded the motion. The motion carried by a majority vote.</p>

programs had pass rates below 80%. Programs with a pass rate below 80% in 2013 will receive a letter in late January from the Texas BON, which will require these programs to write a self-study report based on BON guidelines. Self-study reports will be due several months after programs receive letters from the BON.

- **Texas BON Self-Study Report**--Since the ADN Program faculty will be required to write a self-study for the program and submit it next spring, Ms. Mueller noted that it would be advisable to organize the writing teams now. The outline for the self-study report includes seven major topical areas. Please see Texas BON Education Guideline 3.2.1.a.
- **ACEN Report**—The ACEN Annual Report is due November 15<sup>th</sup>. The report is almost complete pending some information about student numbers. The decline in first-time pass rates will be reported to the ACEN as soon as the Texas BON has released the final report this month. The ACEN will also require a self-study report, which is somewhat different than the Texas BON self-study report.
- **NCLEX Program Reports**—Curriculum Committee recently reviewed the NCLEX Program Reports specifically for the December 2012 graduates. Please see the attached report and summary of the performance of the December 2012 graduates. Curriculum Committee also reviewed the results of the NCLEX Annual Program Reports for program graduates from May 2009 to December 2012. To provide a different perspective of the strengths and weaknesses of program graduates during this timeframe, Ms. Mueller placed the NCLEX program results in a “report card” format. (See the attached table.) This table clearly indicates that during the four-year period of annually reporting, program graduates scored most poorly in the two client need categories of Basic Care and Comfort and Pharmacological and Parenteral Therapies. The nursing process category of Evaluation, human functioning category of Nutrition, and Wellness/Illness category of Health Maintenance are also clearly program weaknesses. Program strengths reside in the client need categories of Management of Care and Psychosocial Integrity. The nursing process category of Planning is a strength for program graduates. Two of the stages of maturity, Natal and Older Adulthood, are program strengths as is the stress, adaptation & coping category called role function. It is essential that all faculty be aware of program strengths and weaknesses and take ownership and accountability for performance of program graduates during the last four years. The data from these program reports and corrective actions to improve graduate performance will be important to include in the Texas BON self-study.
- **Preceptored Experiences**—Please refer to the Texas BON Education Guideline 3.8.3.a. about Precepted Clinical Learning Experiences. This helpful guideline is derived from the BON Rule 215.10, which governs clinical learning experiences in professional nursing programs. Precepted experiences provide the opportunity for students to learn the nurse’s role in providing all aspects of nursing care to one or more patients. Preceptors may not be assigned more than two students at any given time. It is important that faculty be cognizant that precepted experiences are clinical learning experiences for which the faculty member is accountable. The preceptor collaborates in the supervision and evaluation of the student’s clinical performance, but the faculty member is ultimately responsible for the clinical experience and for the final evaluation of students. It is also the faculty member’s responsibility to provide a preceptor orientation to the program/course objectives and the expectations of preceptors. Mentoring of preceptors is expected of faculty members who utilize precepted clinical experiences. It is expected that faculty will

A copy of the Texas BON Education Guideline 3.2.1.a was provided to faculty.

Ms. Mueller prepared a sign-up sheet for faculty to indicate interest in helping to write one of the seven topical areas of the BON self-study. A chair person for each of these topical areas was pre-assigned by Ms. Mueller.

Discussion ensued among faculty members present about the need for a structured, organized program of remediation throughout the curriculum. A task force was appointed with Dr. Pullen as chair to review remediation processes throughout the program and to make recommendations at the next faculty meeting to implement a comprehensive, cohesive program of student remediation throughout the curriculum.

Texas BON Education Guideline 3.8.3.a was provided to all faculty.

	<p>monitor students regularly by making rounds to the agencies and making contact with the preceptors.</p> <ul style="list-style-type: none"> <li>• <b>Meeting with NWTHS CNO</b>—Dr. Pullen and I recently met with Valerie Kiper, CNO at NWTHS, her two division managers, Vickie Brockman and Leanna Tijirena, and Adonna Ballard, Director of Education. Ms. Brockman’s responsibilities include women’s and children’s services and adult medical-surgical services. Ms. Tijirena has responsibilities for the Heart Hospital, outpatient services, the EP lab, cardiac rehab, and all of the adult critical care units. Ms. Kiper talked not only about the reorganization of nursing administration at the hospital, but also about some changes in the services offered. CCU and MICU merged on November 4<sup>th</sup>. Pediatric ICU is expanding into the MICU space on 4<sup>th</sup> floor. NICU will also be expanding. The front of the ED is being remodeled for fast-track patients. There will be a new psychiatric unit opened where the old Odyssey Hospice is located. Ms. Kiper also wanted to discuss some issues with ADN Program students and graduates. There is a perception among staff that students have a basic skills deficit, i.e. IV insertion, NG tube insertion, etc. and a lack of ability to ascertain patient’s basic needs, i.e. need to ambulate post-operatively. The general consensus is that students are being told by faculty that skills are something that “you will get when you graduate”. In relation to identifying/attending to basic needs of patients, it is reported that students are telling nursing staff members that they “didn’t know they needed to do that”. Ms. Kiper expressed concerns that the focus of students has become documentation instead of patient care. Ms. Kiper also reported that faculty member(s) have talked to students about “culture shock” in terms of clinical experiences at NWTHS versus BSAHS. She stated that faculty member(s) have told students that NWTHS is “dirty” and “nurses are not as good here”. She said that NWTHS is working diligently to improve their services and image, and she would appreciate the faculty not speaking to students about NWTHS in a negative manner. During the meeting, there was also discussion about some of the issues that faculty and students have experienced with Cerner. It was a general consensus that faculty will continue to work with Ms. Ballard to determine what students can do in the system and how to resolve some of the issues about training, computer availability, etc.</li> <li>• <b>Tour of Texas</b>—Mark Majek, Director of Operations at the Texas BON, will bring the Tour of Texas to Amarillo College on Friday, November 15<sup>th</sup>, from 2:00 – 4:00 pm. We will meet in Jones Hall, Room 207. Several faculty members have already indicated that they wish to attend this meeting. If you have not, and do plan to attend, please let me know. We will be joined by others from educational and healthcare institutions in this area.</li> <li>• <b>Faculty Vacancy</b>—The full-time faculty position recently vacated by Kim Wright is open. We have had three applicants to date. The Team Coordinators will be interviewing these applicants this week and next week.</li> </ul>	<p>Ms. Mueller encouraged faculty to talk to the Division Managers about clinical issues at NWTHS, such as limited conference room space.</p>
<p><b>3.0 COLLEGE COMMITTEE REPORTS</b></p>	<p><b>3.0 College Committee Reports</b>  <b>3.1 Academic Technology—Hall</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>3.2 Benefits Plan Investment—Jones</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul>	

### **3.3 Commencement—Hirsch, Smoot, Ross**

- Commencement will be held on Saturday, December 14<sup>th</sup>, at 10:00 in the Amarillo Civic Center.
- Seating arrangements have been changed. Students will sit closer to the stage and faculty will sit behind the students.

### **3.4 Curriculum-Pullen**

- The committee met on October 11, 2013 and October 25, 2013.
- The committee approved requests for revisions to existing general education courses. A set of College “core” courses was approved. There was also a discussion about activating BIOL 2404, which is a combined anatomy and physiology course that might meet the need of some of the programs in the health sciences, but not the ADN Program.
- There was some discussion about the 60-hour curriculum. Dr. Pullen mentioned that the ADN Program would either restructure our current curriculum or adopt a standardized state-wide Concept-Based Curriculum.
- The next meeting is November 8, 2013.

### **3.5 Faculty Handbook—Embrey**

- No Report

### **3.6 Faculty Professional Development—Coppock, Embrey**

- Planning has begun for the ACTS retreat.

### **3.7 Faculty Senate—Ross, Young**

- The committee met on October 5, 2013.
- **Board of Regents Meeting Updates:**
- ***August Updates***
  - A presentation was given on the Presidential Honors Trip to China.
  - The 2014 college budget was approved.
- ***September Updates***
  - Trena Rider gave a presentation about the mentoring program. The participation increased from 44 students to 82 students. Retention of students in the program enrolled the next semester improved from 67% to 94%.
  - Bruce Cotgreave gave an update on the building remodeling. Dutton Hall is the next building to be remodeled for the Social/Behavioral Science classes and offices. The CUB will be remodeled and include a student living room, larger bookstore, and mail room.
  - Bob Austin reported on fall enrollment. Enrollment is down about 5%.
  - Terry Berg gave the Finance report. The AC Benefit Plan started with \$250,000 in 1982 and is now worth over \$99 million. Investments have more than doubled.
- **THECB Update**
  - The new Core Curriculum will go into effect in fall 2014.
  - The 60 credit hour mandate for Associate Degrees will go into effect in fall 2015.

- **Intellectual Property Policy Update**
  - Dr. Russell Lowery-Hart has reviewed the preliminary proposed policy changes. The committee will add examples of policies from other colleges and universities before the policy goes to the Board of Regents for approval.
- **Textbook Policy Update**
  - Matt Craig, Mandi Wheeler, and Kerrie Young are currently drafting the proposed policy. They plan to have all faculty vote on the final proposal via Survey Monkey, and then they will forward a proposal to Dr. Russell Lowery-Hart.
  - The proposed options for policies will be presented at the November/December Faculty Senate Meeting.
- **Questions Committee**
  - Questions have surfaced regarding mandatory office hours and policies that address the hours. The questions were sent to Dr. Lowery-Hart who sent an informal email asking about the policies of the office hours per department. Reports will follow from the Faculty Senate in December after the meeting with Dr. Lowery-Hart.
  - Questions were asked concerning sick leave and vacation time. A specific question was about how sick leave hours are allocated and why are they not based on “real time” taken instead of an 8 hour day, if for example one 2-hour class is missed or cancelled due to faculty illness. This was forwarded to HR. Human Resources instructed faculty to refer to the HR policy for sick leave or time off.
- The Faculty Senate also met on Friday, November 1<sup>st</sup>. The minutes from that meeting are not yet available, but they will be for the faculty meeting in December.

### **3.8 Financial Aid Appeals--Mueller**

- No Report

### **3.9 Library Network Advisory--Reed**

- No Report

### **3.10 Rank and Tenure--Shadbolt**

- Tenure notebooks are being reviewed this semester. We had three notebooks to review for faculty who are petitioning for tenure.
- Notebooks for promotion in rank will be due to the ADN Program Director by February 5, 2014. The committee will review and make recommendations by April 22, 2014.
- If you are eligible for promotion, you should have received notification from Joy Brenneman earlier this semester. Please feel free to speak with Ms. Shadbolt or anyone on the faculty who has submitted a promotion notebook.

	<p><b><u>3.11 Testing and Remediation Committee--Young</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul>	
<p><b>4.0 ADN COMMITTEE REPORTS</b></p>	<p><b><u>4.0 ADN COMMITTEE REPORTS</u></b></p> <p><b><u>4.1 Admission/Progression-Mathias</u></b></p> <ul style="list-style-type: none"> <li>• A revised copy of the new Admission and Progression changes was given to faculty members. (See handout.)</li> <li>• The Admission and Progression Committee will meet this month to address some of the ideas that consultant, Jean Flick, presented to faculty in August.</li> </ul> <p><b><u>4.2 Advisory Committee-Mueller</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b><u>4.3 Curriculum-L. Shadbolt</u></b></p> <ul style="list-style-type: none"> <li>• The committee met on Wednesday, October 9, 2013</li> <li>• <b>Faculty Handbook:</b> <ul style="list-style-type: none"> <li>○ Carol Hergert and Kelly Savage will work together to keep the handbook current.</li> </ul> </li> <li>• <b>Public Relations:</b> <ul style="list-style-type: none"> <li>○ Debby Hall, Khristi McKelvy and Angie Ross attended and presented at the NLN Technology Conference in Philadelphia on October 25-26, 2013.</li> <li>○ The SNA had a fall festival on November 5, 2013.</li> <li>○ Richard Pullen and Lyndi Shadbolt have written a chapter in the book, "Innovations in Nursing Education: Building the Future of Nursing". The chapter is titled "Mentoring Faculty to Write for Publication" (NLN Publication).</li> <li>○ Kim Wright retired after 16 years of service in the nursing programs.</li> </ul> </li> <li>• <b>Staff Development:</b> <ul style="list-style-type: none"> <li>○ Team STEPPS was presented by Marianne Jones and Khristi McKelvy on November 6, 2013.</li> </ul> </li> <li>• <b>Goals and Objectives</b> <ul style="list-style-type: none"> <li>○ L. Shadbolt presented a draft of the goals and objectives. There was much discussion about the goals and objectives especially in the areas of improving rigor in classroom and clinical instruction, testing, and using various sources of technology and informatics in the teaching and learning experiences. There was also discussion about improving clinical learning experiences for students by having lower numbers in each rotation. There is also a national push to include more experiences in long term care facilities.</li> </ul> </li> <li>• <b>Team STEPPS</b> <ul style="list-style-type: none"> <li>○ M. Jones took the committee on a virtual tour of Team STEPPS. The goals of Team STEPPS are to educate ADN students about the importance of teamwork,</li> </ul> </li> </ul>	<p>Ms. Mueller suggested all classroom instructors should send an email to the Admission and Progression Committee listing students who have failed or withdrawn from classes this semester. Since the revised copy of the recent A&amp;P changes to the number of times that students may repeat/withdraw from nursing courses was missing from the handout, Tabatha Mathias will email a corrected policy sheet to all ADN faculty.</p>

collaboration and tools to ensure patient safety. The process provides a series of standardized tools for nursing students and nurses in clinical practice. Team STEPPS can be introduced into the first semester of the program. The process will introduce students to management and leadership principles with increasing complexity in each subsequent semester. Hergert stated that SBAR is an effective communication tool; however, the format is not uniform across the program. Atwood (student representative) stated that SBAR is an excellent tool to receive and give report.

- **Medical-Surgical Objectives Task Force**

- R. Pullen, K Young, J Cannon and J Embrey have met and developed a framework for writing medical-surgical nursing course objectives, which was a recommendation by Ms. Jean Flick, Curriculum Consultant. The framework is the nursing process and course outcomes. The purpose of evaluating these objectives is to provide more consistency among the medical-surgical nursing courses. This should provide students with a better learning experience. The task force will present the new format in the November 2013 meeting.

- **GPA/Course Attrition Report**

- R. Pullen reported that trended attrition and course GPAs for the past 5 years indicated a higher attrition from fall 2008-fall 2010 than in spring 2011-2013. A lower attrition could be a good thing. However, the program has experienced a decline in first-time pass rates. The numbers may indicate that with a concerted effort to increase the numbers of graduates from the program in the past 5 years, resulted in gaps in curriculum rigor. Improvement strategies related to admission and progression, testing, and remediation have been implemented.

- **NCLEX-RN Reports**

- Ms. Mueller presented the results of the semi-annual NCLEX-RN Program Report, which includes the December 2012 graduates. Mueller reported that the pass rate for the December 2012 graduates was 84%. However, she also reminded the committee that it may actually be lower than 84% since 10 more graduates took the exam after the pass rate was published in the semi-annual NCLEX-RN Program Reports. She discussed areas of concerns including safety and infection control, basic care and comfort, pharmacological and parenteral therapies and reduction of risk potential. Management of Client Care and Psychosocial continue to be program strengths. Nursing process continues to be a concern especially Evaluation. Concepts that are major concerns include nutrition, elimination, protective, comfort and rest. All content area(s) are below the 50<sup>th</sup>%. Stages of maturity were a concern including life span and childhood. The only phase of the nursing process that was acceptable was Planning, while the Assessment and Evaluation phases are the lowest the program has ever seen.
- Ms. Mueller also presented the results of the annual NCLEX-RN Program Reports from April 2009 through March 2013. These annual reports include program graduates from May 2009 through December 2012. Ms. Mueller assigned a

“grade” to this aggregated data based upon the percentile results in the various content frameworks of the NCLEX-RN Exam. She noted that this “report card” for the program should highlight the strengths and weaknesses of the program curriculum and serve as a basis for future curricular intervention.

**Selected “grades” include:**

- **Grade of A:** Management of client care, Psychosocial integrity, Nursing process: Planning, Stages of maturity: Natal, Stages of maturity: Older adult, Stress, adaptation and coping
- **Grade of B:** Stages of maturity: Childhood, Health alterations: Gastrointestinal, Health alterations: Skin/musculoskeletal
- **Grade of C:** Nursing process: Analysis, Human functioning: Sensory/Perceptual, Human functioning: Fluid-Gas transport, Human functioning: Growth and development, Health alterations: Respiratory
- **Grade of D:** Client need: Safety, Client need: Reduction of risk potential, Health alteration: Cardiovascular, Health alteration: Endocrine & metabolic
- **Grade of F:** Human functioning: Nutrition, Client need: Basic care and comfort, Nursing process: Evaluation, Human functioning: Nutrition, Client need: Pharmacological/Parenteral

- **Other Business**

- Shadbolt reported that she is assuming responsibility for the online Pharmacology course, HPRS 2200, which Judy Wilson has taught for many years. She will be using a textbook called “Pharmacology: Reviews and Rationales” by Pearson. She also reported that the OB course will be using a combination textbook in spring 2014 called “Maternal-Child Nursing” by McKinney, James, Murray, Nelson and Ashwill. Pediatrics will begin using this combined book in summer 2014.

**4.4 Instructional Technology-McKelvy**

- Debby Hall provided information to the committee on Elsevier’s EHR.
- Ms. Hall also provided a spread sheet on the cost of e-books, which are about 40% of the cost of hardback books.
- Information was provided to the committee on the cost of students purchasing notebooks and utilizing them throughout the program. Additional information is needed from Financial Aid and local hospitals. The committee is also looking into how other departments have obtained notebooks through grants for students. Ms. Mueller is obtaining information on how the hospitals would view the use of notebooks/EHR by students in their facilities.
- The committee discussed the J Drive: Nursing folders and updating or removing obsolete materials. Angie Downs is going to look at some of the files.
- Committee members are developing case studies using video for Level III--RA (Theresa & Claudia) and Lupus (Richard, Claudia, & Sarah).
- We are currently using a virtual world for the Community Health environmental assessment and telehealth simulation for Community Health and the Level 3 EOL.
- New simulation equipment will be installed on November 19, 2013--SIMMan Essential and



SIM NewB.

#### **4.5 Learning Resources-Hirsch**

- Denise Hirsch will check into the purchase of clicker software.
- Verena Johnson and Kerrie Young will send a list of suggested DVDs to Ms. Hirsch.

#### **4.6 Nursing Peer Review-Hergert**

- The Nursing Peer Review Committee will have their annual meeting on Wednesday, November 20, 2013. The committee will review the Safe Harbor portion of the Nurse Practice Act (NPA),

#### **4.7 Research and Program Effectiveness-Johnson/Savage**

- The committee met on October 23, 2013.
- The SEP Team Leaders have recruited other faculty members and are beginning work on each standard of the SEP.
- Verena Johnson has been working hard on figuring out how to get clinical surveys to students after each clinical rotation. The committee is looking at each survey that the program administers and is revising these surveys as needed.
- The R&PE Committee has revised a few surveys and is bringing them as a motion to the faculty for approval. The student success and ADN student surveys were combined into one and reworded for pertinence, grammar and clarity.
- The next scheduled meeting will be next semester.

#### **4.8 Students Activities-Jones, Reed**

- The Pinning Committee will meet on November 20, 2013 at 10:45 a.m. in WCJH\*205 for singing auditions and work on the student slide show. If you have pictures to include in the slide show, go to the NCLEX class in BB. Click on content, then pinning information and put them in the drop box. You can also email the pictures to Marianne Jones.
- SNA had Fall Fest yesterday. It was a great success. The students all enjoyed the food and social time. It was a good stress reliever for them. We had a lot of student participation in helping, which was a great thing to see. The students from each level voted on their level t-shirts. We decided the shirts would just say, Class of 2013, 2014 or 2015. We are working on getting the level 4 t-shirts finished by the first week in December. A reporter from The Ranger came and interviewed us. He will be doing a write-up about the event.
- We have submitted our first program article to The Ranger. It was written by Rachel Martin. I believe it will be in the next hard copy edition which will come out next week.
- SNA-Our ornaments for the "Be the Change Tree" went to the Globe News yesterday and we will be using them to trim the tree in the Allied Health Building at 1:00 p.m. on November 12, 2013. The project our students chose is the Wounded Warrior Project. The purpose of the ornaments is to get donations for the Wounded Warrior Project.
- SNA-We will be serving a Thanksgiving meal at Faith City Mission on November 27, 2013 from 10:30 a.m.-1:30 p.m. as part of our community outreach.
- SNA-We are doing a toy drive from November 18 through December 13. The toys will be given to the activity rooms at both BSA and NWTW on December 13, 2013. We will have a

A motion came from committee to accept revisions to these survey tools. Carol Hergert seconded the motion, which carried by majority vote.

<p><b>5.0 MISCELLANEOUS</b></p> <p><b>6.0 TREASURER’S REPORT</b></p> <p><b>7.0 ASSOCIATE DEGREE NURSING REPORTS</b></p>	<p>level competition. The level that collects the most toys for donation will get a pizza party.</p> <p><u><b>4.9 Testing-Pullen</b></u></p> <ul style="list-style-type: none"> <li>• The committee met on October 16, 2013.</li> <li>• The committee is reviewing two current policies/guidelines: (1) Test Development Guidelines and (2) Dosage and Solution Guidelines. A draft of a new “Test Security” policy is slated to be presented at our next meeting. Revisions to current policies/guidelines and new policies/guidelines (if recommended by Testing Committee) will be brought to the last faculty meeting this semester for a vote. Dr. Pullen will send them to faculty in advance via email discussing the rationales for revision.</li> <li>• The next committee meeting is scheduled for November 20, 2013.</li> </ul> <p><u><b>5.0 Miscellaneous</b></u></p> <p><u><b>5.1 Advising-McClure</b></u></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><u><b>5.2 NRC-Hirsch</b></u></p> <ul style="list-style-type: none"> <li>• The spring 2014 calendar is up in the NRC. Sarah Milford, NRC Supervisor, requests that dates and times for the NRC and simulation areas be put in an email. Please let the NRC staff know if you need to cancel or make changes to the schedules.</li> </ul> <p><u><b>5.3 Staff Development-Kile</b></u></p> <ul style="list-style-type: none"> <li>• No further staff development activities are scheduled for the fall semester. If the ADN program has the funds, Ms. Mueller will schedule a speaker for a staff development on testing and critical thinking early in the spring 2014 semester. Jody Kile requested ideas for staff development topics for spring and times that would be good for faculty to meet. Ms. Mueller suggested that self-study writing times should be scheduled and used as faculty staff development days.</li> </ul> <p><u><b>6.0 Treasurer’s Report-Hirsch</b></u></p> <ul style="list-style-type: none"> <li>• There is currently \$510.53 in the account. Ms. Hirsch will email those who have not paid their dues.</li> </ul> <p><u><b>7.0 Associate Degree Nursing Reports</b></u></p> <p><u><b>7.1 Level I—J. Cannon</b></u></p> <ul style="list-style-type: none"> <li>• <b>RNSG 1209/1105 Introduction to Nursing/Nursing Skills I</b> <ul style="list-style-type: none"> <li>○ 96 students are attending.</li> <li>○ 49 students are failing after the second exam. (34 have above 65)</li> <li>○ All students are passing the Skills course.</li> </ul> </li> <li>• <b>RNSG 1331/1362 Principles of Clinical Decision Making</b> <ul style="list-style-type: none"> <li>○ <u>Section 001</u>: 49 students are attending; 1 has dropped due to incomplete immunizations.</li> <li>○ Seven students are failing after the Module 2 Exam.</li> <li>○ The third exam is on Monday.</li> <li>○ <u>Section 002</u>: 48 students are attending; 2 have dropped (one due to an</li> </ul> </li> </ul>	
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- immunization issue and one no longer wants to be in the program).
- Four students are failing after the Module 2 Exam.
- The third exam is Thursday.
- Two students are failing clinical and a third will fail this week.

- **RNSG 1301 Pharmacology**

- Section 001: 49 students are enrolled and all are attending.
- 3 students are failing after the Module 3 exam. One student hasn't taken the exam yet.
- Section 002: 40 students are attending
- Four students are failing after the Module 3 exam. One student hasn't taken the exam yet.

### **7.2 Level II—L. Shadbolt**

- Level 2 has a total of 68 students plus 20 Fast Forward Generic students in Health Assessment online
- **RNSG 1247/1263**--Dr. Embry and Marianne Jones
  - Results of exam 2. Forty six students took the exam.  
**1247—001:**  
A = 3; B = 15; C = 21; D = 7; F = 0. Three students in section 001 have a D average.
  - **1247--002:**
  - 19 students took the exam. One student will be dropping.  
A = 1; B = 5; C =10; D = 3; F = 0. Overall, there are six students not passing for the semester.
- **RNSG 1251/1260**--Jody Kile and Lyndi Shadbolt
  - Total number registered: 57
  - **1251-001:**  
A's—2; B's—7; C's—9; D's—0  
The exam mean score was 74.48 before negating 3 questions.  
Semester averages for section 001 are: A (1); B (7); C (9);D (1)
  - **1251-002**—39 students  
A's—1; B's—21; C's—14; D's—3  
The exam mean score was 73.74 before negating 3 questions.  
Semester averages for section 002 are: A (1); B (17); C (18); D (3)  
Overall, there are 4 not passing after 2 exams.
- **RNSG 1115**- Health Assessment
  - Section 001 - Theresa Edwards
  - Total number of students registered: 17/all passed
  - Number of students dropped: 0
  - Section 002 (online) - Mona Yarbrough  
Total number of students registered:20/all passed  
Number of students dropped: 0
  - Section 003- Theresa Edwards

<p><b>8.0 ADDITIONAL ITEMS</b></p> <p><b>9.0 ADJOURNMENT</b></p>	<p>Total number of students registered: 20/all passed Number of students dropped: 0</p> <p><b><u>7.3 Level III—R. Pullen</u></b></p> <ul style="list-style-type: none"> <li>• A total of 123 individual students are enrolled among the four Level 3 courses.</li> <li>• A total of 41 students are failing one or more courses after the 2<sup>nd</sup> exam.</li> <li>• <b><u>RNSG 1248/2261-Concepts of Clinical Decision Making II</u></b> <ul style="list-style-type: none"> <li>○ 96 students are enrolled. One student dropped. 18 are not passing after the second exam. Three students failed clinical.</li> </ul> </li> <li>• <b><u>RNSG 2201/2260-Care of Children and Families</u></b> <ul style="list-style-type: none"> <li>○ 86 students are enrolled.</li> <li>○ One student dropped. 15 are not passing after the 2<sup>nd</sup> exam.</li> </ul> </li> <li>• <b><u>RNSG 2101/2160 Care of Children and Families (Transition)</u></b> <ul style="list-style-type: none"> <li>○ 24 students are enrolled.</li> <li>○ Four students are not passing.</li> </ul> </li> <li>• <b><u>RNSG 2213/2161-Mental Health Nursing</u></b> <ul style="list-style-type: none"> <li>○ 96 students are enrolled.</li> <li>○ Two students dropped and 18 are not passing after the 2<sup>nd</sup> exam.</li> </ul> </li> </ul> <p><b><u>7.4 Level IV—D.Hall</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>RNSG 2231/2262-Advanced Concepts of Adult Health</u></b> <ul style="list-style-type: none"> <li>○ 108 students are enrolled. 2 students are not passing. One drop.</li> </ul> </li> <li>• <b><u>RNSG 2221/2263-Professional Nursing: Leadership and Management</u></b> <ul style="list-style-type: none"> <li>○ 97 students are enrolled. 14 students are not passing. One drop.</li> </ul> </li> <li>• <b><u>RNSG 1110/2163-Introduction to Community Based Nursing</u></b> <ul style="list-style-type: none"> <li>○ 60 students are enrolled. 0 students are not passing.</li> </ul> </li> <li>• NCLEX teams-3<sup>rd</sup> meeting with their team leaders this week. Capstone Exit on Monday, December 9, 2013.</li> </ul> <p><b><u>8.0 Additional Items/Announcements</u></b></p> <p><b><u>8.1 Theresa Edwards-</u></b></p> <ul style="list-style-type: none"> <li>• Ms. Edwards participated in the city-wide disaster training. The event was very well-organized. Ms. Edwards encouraged others to participate in the future.</li> </ul> <p><b><u>9.0 Adjournment</u></b></p> <ul style="list-style-type: none"> <li>• The meeting was adjourned at 3:30 p.m. by faculty consensus.</li> </ul>	
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