

## AMARILLO COLLEGE

## ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES

DATE: February 5, 2014

TIME & PLACE: 9:00 a.m. - West Campus, Jones Hall, Room 205

ATTENDANCE: Present: Kati Alley, Jan Cannon, Cindy Crabtree, Angela Downs, Theresa Edwards, Jeanette Embrey, D'dee Grove, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Khristi McKelvy, Kim Pinter, Richard Pullen, Claudia Reed, Angie Ross, Kelly Savage, Lyndi Shadbolt, Teresa Smoot, Kerrie Young, and Connie Ponder-Administrative Assistant

ABSENT: Ginny Coppock, Ramona Yarbrough

AGENDA: See Attached

## MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 OPENING REMARKS APPROVAL OF MINUTES CELEBRATION OF CAROLYN DECEMBER BIRTHDAYS SERVICE PIN AWARDS	<ul style="list-style-type: none"> <li>• <b>Opening Remarks – Richard Pullen</b></li> <li>• Dr. Pullen called the meeting to order at 1:30 p.m.</li> <li>• The minutes from the faculty meeting on December 4, 2013 and January 14, 2014 were approved.</li> <li>• <b>February Birthdays</b>—Mona Yarbrough (8<sup>th</sup>)</li> <li>• <b>Director's Report-R. Pullen:</b></li> </ul> <p><u>Interim-Program Director and Appointment of new Director:</u></p> <p>Dr. Richard Pullen will serve as Interim Director of the Program until a Director is appointed. A search committee is being assembled. It is anticipated that the position will be posted within the next week. Individuals within the college and outside of the college will be invited to apply. A goal is to appoint a new director by mid-to-late April. Debby Hall is the Interim Assistant Director and will be primarily responsible for clinical oversight, including monitoring Cerner process at NWTTHS and EHR at Moore County Hospital.</p> <p><u>Status/update of December 2013 Graduates:</u></p> <p>*90 graduates in December 2013.            *4 graduates haven't been issued a permit due to enforcement.            *It appears that 30 graduates have taken NCLEX at this point.            *It appears that 25 have passed and 5 have failed.</p>	<p>Hergert motioned to accept the December 4, 2013 minutes. Edwards seconded the motion. The motion carried by majority vote. Shadbolt made a motion to accept the January 14, 2014 minutes. Mathias seconded the motion. The motion carried by majority vote.</p> <p>No action or recommendation.</p> <p>Continue to monitor NCLEX-RN passing rate.</p>
2.0 ADN PROGRAM DIRECTOR REPORT		

### BON Self-Study Teams and Reports:

\*BON met January 23, 2014. A total of 30 nursing programs in Texas are writing SSRs. The letter of due date of SSR should be received by us within the next 2 weeks. It is anticipated that SSR report will be due to BON mid-April to mid-May 2014.

\*Self-Study Team members should be in the process of completing their assignments and submitting to Team Leaders. Team Leaders must submit a summary of findings from your team to me by March 1, 2014. The drafts of these reports will be coalesced into one draft. Thank you for your hard work in this process.

\*ACEN has been apprised in writing through a formal analytical report about the decline in pass rates on NCLEX-RN.

### Curriculum Redesign/Change:

\*THECB and 83<sup>rd</sup> Legislature has mandated that all associate degree programs in the state have a curriculum of no more than 60-hours. This means decreasing the hours of the ADN Program from 72 hours to 60 hours. A 60-hour curriculum must be adopted this spring. Implementation of a new 60-hour curriculum is fall 2015. This can be accomplished through a restructuring of a current curriculum or adoption of a state-wide 60-hour concept-based curriculum. Several faculty, including myself have been working on drafts of what our current curriculum might look like with a major restructure and Jan Cannon is part of a state-wide task force that is in its second semester of a pilot of a concept based curriculum. The pilot will be completed in spring 2015 and outcomes measured by fall 2015. The major goal of the ADN Program Curriculum in its meetings this semester is to have serious conversations about program redesign. Curriculum Committee must submit a recommendation to Faculty Organization in April before the end of the semester. A definitive curriculum must be adopted by our last Faculty Organization meeting of the semester. The approval process for major curriculum change will take 6-8 months, which includes college-wide Curriculum Committee, BON and ACEN. A change in program written information and advising will need to be accomplished. Implementation of a restructure of current curriculum or adoption of a concept-based curriculum will require "curriculum-overlap" for several semesters. In other words, bringing in the new curriculum in fall 2015 while the "old" is being "taught out". The "old" should be completed by fall 2016. Curriculum committee will decide what direction to go with curriculum. The decision should be to do what is best for the students and to eliminate as many barriers as possible.

### Curriculum/Course Redesign Blackboard

\*Dr. Russell Lowery-Hart is requesting that programs at the college identify a course(s) or entire program for redesign in Blackboard. Debby Hall has experimented with testing in Blackboard, paving the way to use Blackboard in the future.

### Testing Minimal Passing:

\*Testing Committee in collaboration with the Admission and Progression Committee must evaluate the increasing minimum passing on exams from 70% to a higher number. Recommendations from these committees must be presented to faculty organization in its last meeting of the spring semester to be effective fall 2014.

Submit drafts of SSR as soon as possible.

Curriculum Committee will discuss and develop drafts of revised/new curriculum plans that faculty can brainstorm in the next meeting.

Further discussion in subsequent meetings.

Testing committee and Admission and Progression Committee will meet to establish a proposal to Faculty Organization by the April 2014 meeting.

#### ADN Program Goals:

\*I submitted program goals to Dr. Lowery-Hart based upon current program issues, challenges, and problems. Goals are supported by a plan for implementation (Attached). I sent these to you electronically last week. One important issue is program enrollment. Dr. Lowery-Hart communicated to me that program enrollment will not be reduced. In fact, it will be increased. He stated that Dr. Matney has been very concerned about recent reports to him about the ADN Program reducing program admission. From an organizational perspective, reducing enrollment in a program that has a full faculty (2 new faculty positions requested and approved in last 2 years) is not a sound move.

It was discussed that safety is and will always be the number 1 goal. If enrollment is increased, it will be necessary to hire more part time clinical faculty. Also, more students in clinical can overwhelm the facilities and this impacts patient safety.

It was suggested by Kerrie Young that perhaps college administration could attend clinical to “see what we do”. It will be proposed by R. Pullen that there be better orientation of part time faculty.

#### Electronic Health Record Pilot:

\*A majority of students are in “View Only” in the Cerner System at NWTTHS. This allows the student to access the information but they are unable to document in the records.

\*A small group of Pediatric students (6) at NWTTHS are piloting the full Cerner System at NWTTHS with Mona Yarbrough’s group. Thank you, Mona.

\*A group of Level 3 Medical Surgical Students are piloting the EHR at the Moore County Hospital in Cindy Crabtree’s group. Thank you, Cindy.

#### Clinical Rotations at Rural Hospitals:

\*To offset the numbers of students in the main hospitals (BSA and NWTTHS), it is necessary to include clinical rotations at rural hospitals. This is a mandate from college administration that all of the health sciences embrace the attitude, “How can we make this happen?”. We are having a rotation at the Hereford Hospital this semester. Our initial rotation was not a positive one for students based upon student survey results (4 students). We met with administration about these evaluations and they are committed to improving the learning environment for students. We must give them an opportunity to improve. We are piloting a rotation in Level 3 Medical Surgical at the Dumas Hospital.

There has been some concern by clinical instructors regarding inconsistency in practices and overall attitude.

30% of our students commute from other counties. These counties all pay funds into Amarillo College. We must embrace the rural hospitals.

Program committees will continue discussion about goals and directions of the program.

Evaluate faculty, student and clinical facility perception of the pilot and “View only”.

Evaluate student, faculty and clinical facility perception of clinical experiences.

Pullen will send results of student evaluation of clinical agencies to agency directors.

Microbiology Course:

\*The Microbiology course number and description is changing effective fall 2014 (See Attachment).

Evolve/HESI Fees:

\*Fees for Evolve/HESI is increasing from \$155/semester to \$166/semester for students in fall 2014. This must be approved through curriculum for Fall 2015.

Informatics/Technology Pilot Level 4:

\*Debby Hall is conducting a pilot in Level 4 with all students in fall 2014. The pilot will require students to purchase a laptop/tablet that will include Nurse Central and the required textbooks in the Level 4 courses. The approximate cost will be \$700.00/student and is intended to bridge the gap between the capstone semester and performance as a graduate nurse in virtual health care world after graduation. Approximate total cost will be \$70,000.00 that will come from the NSRP funds as a student retention/graduation/NCLEX-RN success strategy. The use of the NSRP monies was a mandate from Dr. Lowery-Hart in a recent meeting with him. It is anticipated that all program students will be required to have laptops/tablets with embedded textbooks by fall 2015 pending an evaluation of the pilot. Further, by fall 2015, the plan is to eliminate hard copy course manuals and place all documents online.

Blackboard Testing

\*Debby Hall is in the second semester of placing module exams in Blackboard. It is likely that ParSystem will not be available long-term and we must learn how to navigate through BB in test item input and analysis.

Faculty Travel Approved:

"Texas Team/TNA: The Promise for and Future of Nursing": Debby Hall and Ddee Grove will be attending the "Texas Team/TNA Summit and Gala: The Promise and Future for Nursing" February 12, 2014 in Dallas, Texas.

\*Kelly Savage was approved to attend a conference on all aspects of maternal-infant health March 24-26 that is sure to enhance the program.

\*Dr. Pullen encouraged anyone who would like to travel to a professional conference to let him know. Generally, no more than two faculty members will be approved to attend the same conference.

Further discussion in Curriculum Committee.

Further discussion in Curriculum Committee.

Ensure that all college parties including but not limited to Mr. Lee Colaw, Chief of Information at AC, Dennis Leslie, Bookstore Manager and Dr. Lowery-Hart, VPAA provide the necessary expertise and resources for the pilot. Hall will schedule a meeting with Dr. Valerie Kiper, CNO at NWTSHS, and Belinda Gibson, CNO at BSA to discuss the feasibility of this project at their agencies.

Further discussion in subsequent meetings.

No action or recommendation.

No action or recommendation.

Continue to evaluate budget pool allocation and faculty travel. Balance approval of travel with other program needs.

NWTHS Uniforms:

\*Each health care discipline will have a different color uniform (scrubs) to bring consistency in dress at the hospital.

Supplemental Instruction (SI):

\*SI is now included in Introduction to Nursing. Thank you, Angela Bray for your ongoing good work in Pharmacology.

Summer Courses in the ADN Program (Schedule due to registrar soon)

## \*Summer I Classes:

>>>RNSG 1227/1261  
 >>>RNSG 1115  
 >>>HPRS 2200  
 >>>RNSG 2201/2260  
 >>>RNSG 2213/2161  
 >>>RNSG 1251/1260  
 >>>RNSG 1110/2163  
 >>>ECRD 1111

## \*Summer II Classes:

>>>RNSG 1209/1105  
 >>>RNSG 1151/1160  
 >>>RNSG 1248/2261

ADN-Program Specific Budget Pools:

\*Dr. Pullen shared the current monies available in various budget pools (next page).

NSRP Funds will be used for:

\*SI in Introduction to Nursing

\*Student success strategies including pilot project in Level 4 in fall 2014

\*Faculty travel/development

\*Faculty stipends

No action or recommendation.

Evaluate the impact of SI in the improvement process in the Introduction to Nursing course.

No action or recommendation with summer courses.

Continue to evaluate program faculty and student needs and available monies.

<b>3.0 COLLEGE COMMITTEE REPORTS</b>	<p><b><u>3.0 College Committee Reports</u></b></p> <p><b><u>3.1 Academic Technology—Hall</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>3.2 Benefits Plan Investment—Jones</u></b></p> <ul style="list-style-type: none"> <li>Meeting today at 1:30. There is a benefit meeting tonight at 7:30p.m. with Mr. Penner.</li> </ul> <p><b><u>3.3 Commencement—Hirsch, Smoot, Rhodes, Ross</u></b></p> <ul style="list-style-type: none"> <li>Next Meeting February 7, 2014</li> </ul> <p><b><u>3.4 Curriculum-Pullen</u></b></p> <ul style="list-style-type: none"> <li>Committee met January 31, 2014. There are many program changes coming, including a course redesign. Microbiology for Science Majors is being replaced with BIOLOGY 2420, Microbiology for Non-Science Majors. The course description in BIOLOGY 2420 more closely aligns with what nursing students need to care for patients.</li> <li></li> </ul> <p><b><u>3.5 Faculty Handbook—Embrey</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>3.6 Faculty Professional Development—Coppock, Embrey</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>3.7 Faculty Senate—Rhodes, Ross, Young</u></b></p> <ul style="list-style-type: none"> <li>Next meeting is February 7, 2014.</li> </ul> <p><b><u>3.8 Financial Aid Appeals-Rhodes</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>3.9 Library Network Advisory--Reed</u></b></p> <ul style="list-style-type: none"> <li>Met on December 6, 2013.</li> <li>The plan is for the library staff and First Year Seminar courses to form a partnership for library use instruction with enrolled students. The pilot will be with general FYS courses and will then transition to Allied Health. The goals are for curricular integration, helping students to form critical thinking skills, cohesiveness between programs, and improved communication throughout.</li> <li>The library instructors will be doing activities like class tutorials, videos, or online instruction. They will work with the course instructor to build the best learning platform for the students.</li> <li>Students will be required to do an annotated bibliography as part of their classroom work.</li> <li>The students who have already had this advantage did respond positively.</li> <li>FYS will be required for all students in Fall 2014.</li> <li>There is a functional library link in Blackboard and library resources are being massively embedded in Blackboard.</li> <li>The committee will be looking at artifacts for evidence based research.</li> </ul>	<p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Further discussion in Curriculum Committee meeting.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Further discussion in subsequent meetings. Continue to evaluate library resources at the college and impact on nursing student success.</p>
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	<ul style="list-style-type: none"> <li>The campus libraries will be going completely digital but books will be housed at the Amarillo Public Library. Instructors and students will be able to check them out as needed.</li> </ul> <p><b><u>3.10 Rank and Tenure--Shadbolt</u></b></p> <ul style="list-style-type: none"> <li>Notebooks are due to Mark Rowh. The committee will meet in March, 2014.</li> </ul> <p><b><u>3.11 Testing and Remediation Committee--Young</u></b></p> <ul style="list-style-type: none"> <li>No Report.</li> </ul>	No action or recommendation.
	<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>No report</li> </ul> <p><b><u>4.2 Advisory Committee-Pullen</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>Next meeting is February 24, 2014.</li> </ul> <p><b><u>4.4 Instructional Technology-McKelvy</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>4.5 Learning Resources-Hirsch</u></b></p> <ul style="list-style-type: none"> <li>No Report – Hirsch questioned whether there was funding for an AED in this building.</li> </ul> <p><b><u>4.6 Nursing Peer Review-Hergert</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>4.7 Research and Program Effectiveness-Savage</u></b></p> <ul style="list-style-type: none"> <li>No Report – 1<sup>st</sup> meeting is February 12, 2014</li> </ul> <p><b><u>4.8 Students Activities-Jones, Reed</u></b></p> <ul style="list-style-type: none"> <li>The committee will be scheduling a meeting soon to begin planning for pinning and graduation.</li> <li>We will look at goals of the committee and discuss enhancing student involvement.</li> <li>The SNA had a welcome back party on January 28th. We had pizza and sold clinical polo shirts. Students can see Kim Pinter or myself if they still need a clinical polo shirt. Our welcome back party was so well attended that we will need to plan for more food next time.</li> <li>SNA also helped with the Level 4 NCLEX meet and greet by providing drinks.</li> <li>We are having an SNA meeting on Wednesday 2.12 to plan new officer elections and the remainder of our spring projects.</li> </ul> <p><b><u>4.9 Testing-Johnson</u></b></p> <ul style="list-style-type: none"> <li>Will meet in two weeks on Feb. 19th</li> <li>We will be discussing changing the passing score from 70 to something higher</li> <li>If you have test questions you'd like to have reviewed, please send them to me</li> </ul>	<p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Follow-up to determine if college-wide monies can cover the cost.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Faculty Organization commended the SNA Officers and Students for their continued efforts that complement their studies.</p> <p>Further discussion in subsequent meetings.</p>

	<p><b><u>5.0 Miscellaneous</u></b></p> <p><b><u>5.1 Advising-McClure</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>5.2 NRC-Hirsch</u></b></p> <ul style="list-style-type: none"> <li>Jessica Hill is the new supervisor in the NRS. Tammy Owens is the new staff assistant.</li> </ul> <p><b><u>5.3 Staff Development-Kile</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>6.0 Treasurer's Report-Hirsch</u></b></p> <ul style="list-style-type: none"> <li>There is currently \$66.06 in the account. All dues have been paid.</li> </ul> <p><b><u>7.0 Associate Degree Nursing Reports</u></b></p> <p><b><u>7.1 Level I—J. Cannon</u></b></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>95 students initially enrolled</li> <li>1 dropped</li> <li>All attending</li> </ul> </li> <li><b>RNSG 1331 Principles</b> <ul style="list-style-type: none"> <li><u>Section 001</u> – First exam is February 18<sup>th</sup></li> <li>26 initially enrolled</li> <li>2 drops (1 student failed intro and was enrolled in Level I)</li> <li>All attending</li> <li><u>Section 002</u> –First exam is February 19<sup>th</sup></li> <li>38 initially enrolled</li> <li>1 drop</li> <li>All attending</li> </ul> </li> <li><b>RNSG 1362 Clinical – Principles</b> <ul style="list-style-type: none"> <li>64 initially enrolled</li> <li>3 dropped (1 student failed Intro and was enrolled in Level I)</li> </ul> </li> <li><b>RNSG 1301 Pharmacology</b> <ul style="list-style-type: none"> <li>Section 001 – First exam and D&amp;S is Feb 10<sup>th</sup></li> <li>34 initially enrolled</li> <li>1 dropped (did not pass Intro but enrolled in Level I)</li> <li>All attending class</li> <li>Section 002 – Frist exam and D&amp;S is Feb 11<sup>th</sup></li> <li>23 initially enrolled</li> <li>1 dropped</li> <li>All attending class</li> <li>Additional: Medication Return Demonstration – Feb. 24,25,26</li> </ul> </li> </ul>	<p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Pullen asked that all faculty members welcome Ms. Hill and Ms. Owens to the NRC.</p> <p>No action or recommendation.</p> <p>Continue to trend enrollment in all courses.</p>
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**7.2 Level II—L. Shadbolt**

Level 2 has a total of 85 students in hybrid classes plus 17 Transition Students (Health Assessment and Pharmacology online)

- **RNSG 1247/1263**--Dr. Embry and Marianne Jones
  - Total number of students registered for both sections: 85/84
  - Number of students dropped: 1
  - Not attending: 0
  - Exam: Module 1, Feb. 18, 2014
  - Completed IV/Phlebotomy skills labs
- **RNSG 1251/1260**--Jody Kile and Lyndi Shadbolt
  - Total number registered: 80/79
  - Number of students dropped: 1
  - Not attending: 0
  - Module 1 exam- February 4, 2014
  - 1251-001—35 students
  - A's—7; B's—20; C's—6; D's—2
  - 1251-002—44 students
  - A's—6; B's—20; C's—15; D's—2
- **RNSG 1115- Health Assessment**
  - Section 001 and 003- Theresa Edwards
  - Total number of students registered: 61
  - Number of students dropped: 1
  - Section 002 (online)- Mona Yarbrough
  - Total number of students registered: 17
  - Number of students dropped: 0
- **HPRS 2200- Pharmacology for Health Professionals**- Lyndi Shadbolt
  - Total number of students registered: 17
  - Number of students dropped: 0
  - Module 1 exam- begins today on Blackboard

**7.3 Level III—P. Hogue**

- **RNSG 1248/2261-Concepts of Clinical Decision Making II**
  - 64 students are enrolled.
- **RNSG 2201/2260-Care of Children and Families**
  - 68 students are enrolled.
- **RNSG 2213/2161-Mental Health Nursing**
  - 85 total students are enrolled
  - Section 1 – 45
  - Section 2 – 40
  - All students have passes level 3 math test.
  - Immunization lists was sent to instructors for Thursday clinical.

Continue to trend enrollment in all courses.

	<p><b><u>7.4 Level IV—D.Hall</u></b>          Community – 101 students          Advanced Concepts – 115 students          Professional Nursing – 105 students. First Exam 2/5 in Blackboard. (Alternate items - 3 select all, 3 ordering, 3 hot spots)</p> <p>118 students in Level 4:          1 in Professional Nursing and Advanced Concepts          3 in Professional Nursing          13 in Advanced Concepts          101 in all 3 courses</p> <p>HESI Exit Spring 14.          Problems with access codes.          Verena has worked hard to get this taken care of.          Numbers we have - first HESI combined 787; Transition alone - 807</p> <p>NCLEX Teams - first meeting is this week</p> <p><b><u>8.0 Additional Items/Announcements</u></b></p> <p><b><u>9.0 Adjournment</u></b></p> <ul style="list-style-type: none"> <li>The meeting was adjourned at 3:45 a.m. by faculty consensus.</li> </ul>	<p>Continue to trend enrollment in all courses.</p> <p>No action or recommendation.</p> <p>Next meeting March 5, 2014.</p>
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Richard Pullen, EdD, MSN, RN, CMSRN  
 Interim ADN Program Director

Date