

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES

DATE: March 5, 2014

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

ATTENDANCE: Present: Kati Alley, Jan Cannon, Cindy Crabtree, Angela Downs, Theresa Edwards, Jeanette Embrey, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Marcia Julian, Tabatha Mathias, Susan McClure, Khristi McKelvy, Richard Pullen, Claudia Reed, Angie Ross, Mark Rowh, Lyndi Shadbolt, Teresa Smoot, Belinda Yarber, Ramona Yarbrough, LaVon Barrett and Connie Ponder-Administrative Assistant.

ABSENT: Ginny Coppock

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
<p>1.0 OPENING REMARKS APPROVAL OF MINUTES</p>	<ul style="list-style-type: none"> • Opening Remarks – Richard Pullen • Dr. Pullen called the meeting to order at 1:30 p.m. • The minutes from the faculty meeting on February 5, 2014 were approved. • Mr. Mark Rowh, Dean of Health Sciences will speak with us about the budget for the next fiscal year. • Continue to keep Connie and her family in your thoughts and prayers. Continue to keep Kerrie and her family in your thoughts and prayers. • March Birthdays – Jody Kile (25) • Director's Report-Dr. Pullen: 	<p>Carol Hergert made a motion to accept the February 5, 2014 minutes. Theresa Edwards seconded the motion. The motion carried by majority vote.</p>
<p>2.0 ADN PROGRAM DIRECTOR REPORT</p>	<ul style="list-style-type: none"> • ADN Program Director Search Committee had its initial meeting yesterday that is chaired by Dr. Tamara Clunis, Dean of Student Success at AC. The position should be posted by week of March 18, 2014. • Completion of Faculty Surveys! This information is important to include in the SSR and SPE. • Advised approximately 130 Traditional students thus far. Advising sessions still scheduled 30 Transition students have been accepted into the summer 2013 cohort. Information sessions still scheduled for the Fast Ford Traditional Option. We will admit up to 20 in this cohort. • 90 graduates from December 2013. 86 eligible from December 2013 graduates. 20 of these failed. 62 have passed. 4 Permits left. If the 4 graduates with permits pass, then our pass rate will be 76.7% for the one December 2013 cohort. 4 are still in enforcement. The highest we can achieve is 77.7%. 	<p>Further discussion in subsequent meetings.</p>

- It is imperative that we "rebound" with the May 2014 class. Required remediation and NCLEX Teams are in place. The Rigor of exams must be increased in-line with continued good teaching. I approved another variable that is intended to help promote student success in the program and performance on NCLEX-RN in the May 2014 cohort. We have purchased a software program from Elsevier that provides students with NCLEX-RN questions in an "Adaptive" manner, much what they see on NCLEX-RN. The software program was developed by the NCSBN. The program monies come from the NSNRP at a cost of approximately \$10,000.00 for 118 students.
- SSR Drafts are almost completed. I've done editing of drafts. Two teams still need to turn in their drafts. Sheryl is assigned to continue editing the following in the next two weeks (1) Students, (2) Faculty, and (Policies. I will assume (4) Curriculum, (5) Testing and Evaluation, (6) Evaluation Methods, (7) Total Program Evaluation. Both Sheryl and Richard are in the process of drafting Program Strengths and Weaknesses and Corrective Strategies. A cohesive draft will be finished by April 1 2014.
- Faculty stipend from the NSRP THECB funds of \$5,000.00 will be in your March 2014 check. Remember that taxes will come out first. The amount deposited into your account will be less than \$5,000.00.
- The NSRP funds from THECB need to be used judiciously in the next year or so. Faculty travel beginning with requests in summer 2014 and beyond will be evaluated based upon priority program needs.
- Dr. Russell Lowery-Hart and Mark Rowh have requested a meeting with me and the Team Coordinators to discuss enrollment management in the program. The meeting will be March 17, 2014.
- I will be attending a meeting this week with all of the Health Sciences Programs to explore developing a common application process for students.
- Debby Hall and I met with Belinda Gibson, CNO at BSA to discuss the piloting of laptops/iPads and associated software programs for students in capstone semester in fall 2014. Ms. Gibson was delighted that senior level students would have additional learning experiences to prepare for an informatics health care world. We have a meeting with Valerie Kiper, CNO at NWTSH on Thursday, March 6, 2014. The pilot project is slated to be a research endeavor. A methodology paper will soon be prepared for R&PE Committee to review for approval. Following approval, the paper will be submitted to the AC IRB for review and approval.
- The 60-hour curriculum will be discussed in the Curriculum Committee report. Faculty have been discussing several options for program redesign. Dr. Pullen, Jan Cannon and LaVon Barrett will present options for discussion.
- Richard Pullen has to attend a BON orientation session for all newly appointed interim directors and directors March 19, 2014 in Austin.
- Dr. Pullen stressed, that despite the pass rates and current situation of the ADN Program, he feels that faculty is making great steps and doing the best they can. He encouraged them to take one day at a time.

Discussion with Mr. Mark Rowh, Dean of Health Sciences

- Mark Rowh spoke to faculty regarding the current budget. He advised that funding to

Further discussion in subsequent meetings.

	<p>3.9 <u>Library Network Advisory—Reed</u></p> <ul style="list-style-type: none"> • No Report <p>3.10 <u>Rank and Tenure--Shadbolt</u></p> <ul style="list-style-type: none"> • There are 5 notebooks submitted for rank. <p>3.11 <u>Testing and Remediation Committee--Young</u></p> <ul style="list-style-type: none"> • No Report 	No action or recommendation.
	<p>4.0 <u>ADN COMMITTEE REPORTS</u></p> <p>4.1 <u>Admission/Progression-Mathias</u></p> <ul style="list-style-type: none"> • The committee has suggested 75% minimum passing. <p>4.2 <u>Advisory Committee-Pullen</u></p> <ul style="list-style-type: none"> • The annual Advisory Committee meeting is April 22nd. <p>4.3 <u>Curriculum-L. Shadbolt</u></p> <ul style="list-style-type: none"> • Faculty Handbook • Curriculum committee brings as a motion to ADN faculty the following changes to guidelines and policies from the Faculty Handbook. • Faculty Orientation Program • Faculty Guidelines for Mentoring New Faculty Members • Orientation for Clinical Teaching Assistants • Professional Development Plan • Evaluation of Faculty Members- C. Hergert will work on developing a draft of a separate evaluation tool for Part-Time Faculty • Guidelines for Developing a Classroom and/or Clinical Course Manual • Student Handbook • D. Hall will be incorporating the changes that were made last semester to the Dosage Exam pass rates. • Public Relations • Two students, Cori Nicholson-Leoncion and Jean Gentleman-Wynn, have been recognized as members of Who's Who in American Junior Colleges. They will be included in the AC Honors Convocation on April 27TH at the Civic Center. • Staff Development • There are presently no Staff Development programs scheduled for this spring 2014 semester, but faculty will be able to count 3 hrs of staff development for work on the BON Self-Study Report. • Evolve Adaptive NCLEX Questions • 10,000 questions \$99.00 for 36 month (possibly \$75 if bundled with 3 textbooks). Three books are Evolve books- Potter & Perry (Intro), Pharmacology (Level 1), OB/Pedi (Level 2 	Further discussion in subsequent meetings for all committees.

& 3), and Critical Care (Level 4). The committee considered whether this should begin in the Introductory semester or should it begin in Level 1. Students who purchase their books on the internet would need to buy an access code in the bookstore. It is recommended that Level 4 (spring 2014) students should be provided this package of questions before graduation in an effort to improve NCLEX pass rates. Dr. Pullen recommended that this be purchased with a part of the Nursing Shortage Reduction funds. It has been recommended that it be started with each level beginning in the fall 2014. Transition students will purchase the code as they enter Level 3 in the fall 2014. A faculty development has been scheduled for March 19th which will be a presentation by the Elsevier Rep to demonstrate this program.

- **Curriculum Revision Requests**
- Changes have been sent to the AC Curriculum Committee (and approved) for the following changes:
 - BIOL 2421 changed to BIOL 2420 Microbiology for Non-Science Majors- the course more closely allgns with content and concepts that nursing students will need to care for patients including but not limited to an understanding of: (1) microorganisms that lead to disease processes, (2) public/community health, (3) immunology, and (4) prevention of disease in food preparation.
 - HESI/Evolve fee changes from \$155 to \$166
 - Both are effective fall 2014
 - **ASUS Tablet Pilot Project**
 - D. Hall reported that there will be a purchase of these tablets from the AC Bookstore for use by Level 4 students in fall 2014. Students will hopefully be able to carry these to their clinical sites with their textbooks and reference materials pre-loaded. These will cost \$350.00 plus the textbook bundle (Critical Care, Community Health, Mosby's Drug Guide, Elsevier Adaptive Questions). Approximate cost will be \$80,000.00 to come from the NSR funds. The use of electronic devices in the healthcare facilities was discussed. J. Embrey reported that the VAMC will allow electronic devices. D. Hall will visit with BSA and NWTH regarding this subject. There was also discussion regarding where in the program to introduce this tablet- no decision was made at this meeting.
 - **Level 4 Leadership textbook request**
 - D. Hall also requested that she be allowed to not have a textbook for Leadership/Professional Nursing and have all of her content presented online and integrate the current evidence from nursing leadership.
 - The committee has endorsed both the textbook request and the pilot project.
 - **Online Syllabus/Course Manuals**
 - D. Hall suggests that all courses put their syllabus/course manuals to Blackboard and not turn in a printed manual to the bookstore. Students with financial aid receive funds now to pay for printing. There was discussion regarding duplicate grading forms. It was suggested that duplicate grading forms be sent to the print shop and sold in the bookstore. It was also suggested that all clinical forms be placed online for students to copy as many as they need. Dr. Pullen commented that at some point in the future we are going to have to move to electronic syllabus/course manuals.
 - The tonic was tabled for later discussion at the March meeting.

Further discussion in subsequent meetings for all committees. The EAQ Program should be an excellent student success tool.

Communicate changes in course requirement to students.

Evaluate this innovative student success strategy in a formative and summative manner in fall 2014. Explore implementing tablets throughout the program pending evaluation of the pilot.

No action or recommendation.

Dr. Pullen stated that this process must continue to be explored as a cost-saving measure and the convenience for students and faculty. More discussion is necessary.

- **Curriculum Revisions/60-hour Curriculum**

At the state level Community Colleges have been mandated to reduce Associate Degree hours to 60 hours by fall 2015. THECB probably will not give any allowances for Health Sciences programs to increase to 64 hours. Our charge is to decide on curriculum revisions by spring 2014, make final decisions by end of spring 2014, and then implement the new curriculum by fall 2015. Dr. Pullen reminded everyone that the approval process will take time: ADN Curriculum Committee > ADN Faculty Organization > College-wide Curriculum Committee > Texas BON > ACEN in addition to communicating clearly the curriculum changes to students and how it will impact them. Dr. Pullen stated that continued discussion in subsequent meetings while making good use of the short time we have to implement a revised and restructured curriculum. The charge is to do what is best for the program, students and faculty.

- Multiple-Entry and Exit Program (MEEP):

- LaVon Barrett, Richard Pullen, and Lyndi Shadbolt have collaborated to come up with a draft of a MEEP program. Programs in the state that have a MEEP that have been reviewed include: Del Mar College, McLennan Community College, and El Paso Community College. There are different levels of certificate programs- Level 1 or Level 2 certificate. There was discussion regarding all students being CNAs before beginning this program. The Texas Workforce website states that the need for LVN's is growing because our population is aging. This is a good option to consider. However, the major challenge at this time is clearly differentiating competencies between ADN and VN scopes of practice. In other words, the Texas BON and ACEN state that the way an RN student is taught in each course should be at a higher level than the way a VN student is taught.

- Restructure of Current Curriculum: R. Pullen and L. Shadbolt presented a draft of changes made to the current curriculum with revisions to accommodate 60-hours. This proposal attempts to make the change/transition as seamless as possible on our students and our program. Changes included for example- no Mental Health clinical, a decrease in OB and Pediatric didactic and clinical hours, deleting Health Assessment and Community Health. The LVN to ADN Transition course would decrease the duplication of courses taken in the VN Program. LVN's would enter twice per year. Pharmacology would be introduced in the beginning of the program and then hit hard throughout the program in each course. There is also a possibility of combining 1247 and 1248 into one course- WECM provides for that. Dr. Pullen stated that he would submit this idea to Dr. Jan Hooper at BON. He suspects that deleting "too many" courses might be an issue in the Transition Track, especially since the scope of practice is different according to DEC's.

- Concept-Based Curriculum as Proposed by THECB: J. Cannon presented information regarding the work that has been done to date for a Concept-Based curriculum. The six schools who are piloting this curriculum are receiving lesson plans, PowerPoint slides, case studies, classroom activities, simulations, test questions, etc. to implement this curriculum. This style of curriculum prevents "content saturation" and presents 53 concepts that will be taught throughout the program. Each concept will then have 'exemplars' that will be taught in each level. For example: fluid and electrolytes will be taught throughout the program and each level will have content with increasing difficulty. A few disease states will only be taught with these concepts. Dr. Pullen stated that Concept-

Curriculum Committee and Faculty Organization will adopt a new curriculum by April 2014.

based curriculum is not new and that this process has been around in nursing education since the early 1970s. He stated that it works best with small classroom sizes and small programs. It would not be wise to adopt a CBC based upon the state-wide model when the pilot has just started and there is no data (evidence) to drive curriculum change. Adopting a CBC is certainly worthy of exploring, however, it would require a change in philosophy and the way we teach in the ADN Program. This process would take a lot of time.

Curriculum Committee and Faculty Organization will adopt a new curriculum by April 2014.

No action or recommendation.

4.4 Instructional Technology-McKelvy

- No Report

4.5 Learning Resources-Hirsch

- No Report –

4.6 Nursing Peer Review-Hergert

- No Report

4.7 Research and Program Effectiveness-Savage

- R&PE - Met February 12, 2014
- The R&PE committee has been charged with writing the ADN's 2014-2015 SPE (formerly SEP). SPE teams were formed last semester. Since we have all been so busy with the Self-Study, the SPE got put on hold. However, now the teams should be in full swing because team members must submit their final reports by March 19th (only 2 weeks from now!!!). The ACEN (which used to be the NLNAC) changed wording in its Standards and Criteria for ADN, so these changes were given to team leaders and each section should reflect these changes. Just in case anyone has forgotten, here are the team assignments made last semester by S. Mueller and stringently upheld this semester by R. Pullen. (Richard will speak more about this during the meeting.)
- Standard 1 – P. Hogue. Recruits: T. Mathias, A. Ross.
- Standard 2 – M. Yarbrough. Recruits: T. Smoot, L. Shadbolt.
- Standard 3 – C. Crabtree. Recruits: C. Hergert, K. Alley.
- Standard 4 – R. Pullen, M. Julian. Recruits: T. Edwards, C. Reed.
- Standard 5 – J. Kile. Recruits: ? (Please be willing to assist Jody with this since she's been out sick.)
- Standard 6 – D. Grove. Recruits: K. Young, D. Hall.
- We reviewed 2013-2014 goals and objectives. As you probably know by now, Verena has changed back to using Survey Monkey and she is sending links to each clinical instructor for student surveys. You need to take your students to the NRC or Testing Center at the end of every rotation (notify these sites first) and provide them the links for clinical site and clinical instructor. We are expecting 100% return rate for these surveys instead of the dismal rates we have gotten in the past. It all depends upon the clinical instructor now instead of waiting for the students to remember and do them. Quick, easy, effective.
- Faculty surveys have been/will be sent out now too. We've added comment areas so that

Further discussion in subsequent meetings. Dr. Pullen emphasized that the SPE is the foundation for program decision-making. He stated that the SPE "belongs" to all faculty members.

we can better understand the results and so the program can have a better idea of how to address problem areas. No data, no chance for improvement. Richard will talk more about these too.

- One of our goals states: As they become available, review survey results, propose changes in program as deemed necessary, and disseminate results and suggestions to faculty. With this in mind, I sent out the results of the 2013 Graduate Exit survey with personal references deleted. Any comments?
- We need to review/revise several program surveys, but we are anxious to see the changes that faculty suggested in their analysis of data for the Self-Study, so we are waiting until the Self-Study is complete so that we can incorporate these suggested changes.
- There is a need for CPEC revision in order to make it more pertinent to clinicals and so that students won't automatically fail if they get all 2's when (if) the passing grade is increased to 75%. (Thanks for figuring this out, Angie.) To begin this process, it would be great if faculty would start thinking about the competencies that you think are most important clinically. Jot notes down about this and after all decisions about curriculum and passing grades have been decided, we will get busy on this important evaluation tool.
- Lastly, the committee approved a pilot survey for the instructors and the content of the new Team-Steps teaching that Khristi and Marianne are doing with Intro students. The results should give good input about this new communication tool.
- Next scheduled meeting is April 30, 2014.

4.8 Students Activities-Jones, Reed

- Meeting is scheduled for March 5th.
- New officers will be elected.
- There is a fundraiser scheduled for 04/01/14. SNA will be selling sandwiches and t-shirts.

4.9 Testing-Johnson

- Committee discussed changing the pass rate to 75%. If changed, a grade of "D" would be 60-74. If approved, this would be effective in the summer.
- There have been issues with students writing on the scratch paper prior to tests. This will be addressed.

5.0 Miscellaneous

5.1 Advising-McClure

- Mrs. McClure voiced concern regarding changing the admittance standards. This would create a problem with financial aid. Dr. Pullen stated that a revised curriculum might improve this issue.

5.2 NRC-Hirsch

- The summer calendar is posted.

Further discussion in subsequent meetings. Dr. Pullen emphasized that the SPE is the foundation for program decision-making. He stated that the SPE "belongs" to all faculty members.

Continue threading Team-Steps through the program.

Further discussion in subsequent meetings

Maintain rigor in program and balance with good teaching.

Further discussion in subsequent meetings.

5.3 Staff Development-Kile

- Staff development is scheduled for 03/19/14.

6.0 Treasurer's Report-Hirsch

- There is currently \$66.06 in the account. All dues have been paid.

7.0 Associate Degree Nursing Reports

7.1 Level I—J. Cannon

Introduction Nursing

Section 001

49 attending
 1 dropped
 19 (39%) are failing after the first exam

Section 002

45 attending
 No drops
 13 (29%) failing after the first exam
 Additional: Overall 32 out of 94 students are failing (34%). 17 of these students have an average between 66 to 68. Ten of the 32 students failing are repeating the course.

RNSG 1115 – Skills

94 students initially enrolled
 1 dropped
 All attending and all passing

RNSG 1331- Principles

Section 001 – Module 2 Exam is March

25 attending
 1 drop
 6 failing after first exam

Section 002 – Module 2 exam is March

36 attending
 1 drop
 11 failing after first exam

RNSG 1362 Clinical – Principles

64 initially enrolled
 3 dropped (1 student failed Intro and was enrolled in Level 1)

RNSG 1331 - Pharmacology

Section 001 – Module 2 Exam is March 17

33 attending
 1 dropped
 All passing

Further discussion in subsequent meetings.

Section 002 – Module 2 Exam is March 18

22 attending
 1 dropped
 All passing

7.2 Level II—L. Shadbolt

Level 2 has a total of 85 students in hybrid classes plus 18 Transition Students (Health Assessment and Pharmacology online)

RNSG 1247/1263- Dr. Jeanette 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

Section 001

A=2

B=19

C=14

D=9

F= 0

44 students total

Section 002

A= 4

B=14

C= 15

D=6

F=1

40 students total

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

Next module exam is Tuesday, March 18th

RNSG 1115- Health Assessment

Section 001 and 003- Theresa Edwards

Total number of students registered: 61

Further discussion in
 subsequent meetings.

	<p>Number of students dropped: 1 (Daisy Cerda) Took Evolve exam today and their Assessment testing will be Wednesday, March 19th</p> <p>Section 002 (online)- Mona Yarbrough Total number of students registered: 18 Number of students dropped: 0 Health Assessment- testing was last week Presently everyone is passing. HPRS 2200- Pharmacology for Health Professionals- Lyndi Shadbolt Total number of students registered: 18 Number of students dropped: 0 After 2 module exams 2 are not passing- 67 and 66. Module 3 exam- on Blackboard presently</p> <p>7.3 Level III—P. Hogue 85 students Module # 1 taken 2/13/14 A= 2 B= 25 C= 38 D= 14 F= 6</p> <p>7.4 Level IV—D.Hall Advanced Concepts – 114 - 20 not passing after the Module 1 Exam Community Health 101 students – 10 not passing after the Module 1 Exam Professional Nursing – 104 - 22 not passing after the Module 1 Exam 1 student dropped both Advanced Concepts and Professional Nursing and is still in Community 118 students in Level 4, 117 potential grads NCLEX teams have met and preparation is underway.</p> <p>9.0 Adjournment The meeting was adjourned at 4:45 p.m. by faculty consensus.</p>	<p>Further discussion in subsequent meetings.</p>
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Richard Pullen, EdD, MSN, RN, CMSRN
Interim ADN Program Director

Date