

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES

DATE: August 19, 2014

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

ATTENDANCE: Present: Ginny, Coppock, Cindy Crabtree, Angela Downs, Jeanette Embrey, D'dee Grove, Russell Lowery-Hart, Carol Hergert, Denise Hirsch, Paul Hogue, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Susan McClure, Khristi McKelvy, Kim Pinter, Richard Pullen, Claudia Reed, Tamara Rhodes, Angie Ross, Mark Rowh, Lyndi Shadbolt, Teresa Smoot, Ramona Yarbrough, Kerrie Young and Connie Bonds-Administrative Assistant

ABSENT: Kati Alley, Angela Bray, Jan Cannon, Theresa Edwards, Verena Johnson, Kelly Voelm

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
<p>1.0 OPENING REMARKS APPROVAL OF MINUTES</p> <p>2.0 ADN PROGRAM DIRECTOR REPORT</p>	<ul style="list-style-type: none"> • Opening Remarks – Richard Pullen • Mr. Pullen called the meeting to order at 9:00 a.m. • The minutes from the faculty meeting on May 7, 2014 were approved. <ul style="list-style-type: none"> • Director's Report-R. Pullen <p>Please continue to have Theresa Edward's and her husband, Arlis in your thoughts and prayers. Arlis continues to mend from his open-heart surgery. We continue to take donations in the office to help the Edwards' in their expenses in Ireland.</p> <p>Please continue to keep Verena Johnson and her family in your thoughts and prayers. Verena's Mother-in-Law passed away last week. The nursing program will send a donation to the High Plain's Children home in her honor.</p> <p>Kelly Savage resigned in July 2014. We sent Kelly a flower-plant in appreciation for her six-years of dedicated service to AC. I invited her to attend this meeting. She declined.</p> <p>The Team Coordinators and I interviewed 7 applicants for a full-time position. We are pleased to announce that Kelly Voelm is now a member of our faculty. She is in New Faculty Academy. One of these applicants will assume a part-time position. Two more applicants are still thinking about a part-time clinical faculty position.</p>	<p>Carol Hergert made a motion to accept the May 7, 2014 minutes. Lyndi Shadbolt seconded the motion. The motion carried by majority vote.</p> <p>No action or recommendation from the information that Dr. Pullen presented.</p>

I am excited about the Level 4 pilot with the tablets. I appreciate the hard work that Debby Hall has done to arrange this. I anticipate that this innovative pilot will push the program forward using technology as a student retention strategy in the curriculum.

Search for a Program Director continues. Debby Hall and I will continue in our interim positions until we are directed otherwise. Thank you, Debby for being efficient in helping me since February 1, 2014.

Angie Ross is part of a city-wide health project to target Hispanic Women. The event is called "Hablando" (meaning: we are speaking). The event will include numerous health screenings on Saturday, September 27, 2014. Approximately, 10 Community Health Students will participate and she will also seek some Level 2 students for vaccinations. I encourage any faculty member who plans to petition for promotion to volunteer to help Angie.

Claudia Reed is going to present at "Showcase and Share" at the Health Sciences Luncheon Meeting on Wednesday, August 20, 2014. "Showcase and Share" will be a monthly event in which faculty will showcase what they are doing in their courses to promote student success.

Thank you to all the faculty members who attended the AVID conference this summer. You may be contacted to present at the "Showcase and Share" event that is slated to be each month.

Cindy Crabtree has volunteered to conduct CPR-Training today from 1500-1900 for those of us who need recertification. Thank you, Cindy.

The NCLEX Teams will meet today after this meeting. The new size of each group will be comparable to Care Groups.

Part-time faculty members can work no more than 19 hours/week due to HR Rules regarding benefits. We could not do without our part-time faculty members. Part-time faculty members who are conducting all of our Care Groups work about 9 hours/week. I've asked them if they would consider working other days during the week. They are all interested in helping us in other labs including but not limited to Pharmacology, Health Assessment and Venipuncture Lab. They will only do Care Groups on Tuesday and no other labs. Maximizing part-time faculty in the lab should help offset full-time faculty lab assignments.

The Texas Board of Nursing has mandated that all nursing programs have an established policy about the FBI-Level Criminal Background Check. You received the policy that must be effective by August 31, 2014. It will go to Admission and Progression Committee August 27, 2014.

No action or recommendation from the information that Dr. Pullen presented

State of the Program:

Program graduates in May 2014 performed better on NCLEX than did graduates in December 2013. The pass rate in December 2013 was 76%. At this point, 77 of 94 eligible graduates from May 2014 have passed (81.9%). 4 are still in enforcement and 4 still have a permit. If the 4 become eligible and pass and 4 with permits pass our May 2014 pass rate will be 83.3%. That's an excellent improvement from the December 2013 graduates. We will see how they do. I spoke with Dr. Jan Hooper recently who stated: "Please let your faculty that it will take time to reap the benefits of your well-written strategies in your Self-Study Report".

Dr. Pullen presented the status of corrective measures (See attached) point-by-point with regards to the Admission and Progression Policies, and teaching and testing strategies presented in the Self-Study Report. He also presented a five-year enrollment plan that he developed to keep the program numbers at a level to maintain the student to faculty ratio at approximately 15 to 1.

Dr. Pullen reinforced the word, "Rigor". It means two things: (1) Providing a challenging curriculum and (2) Ensuring that a challenging curriculum and the established policies and procedures are consistently followed by all faculty members in the classroom and clinical setting.

Dr. Pullen emphasized that the Detailed Test Plan is one major framework of the program and it must be followed in teaching and testing in the classroom and clinical settings. We will have an initial two-day workshop on the Detailed Test Plan this week. A new clinical model will be developed in fall 2014-2015 and the CPEC will be revised.

I submitted the ACEN Proposal for the 60-hour curriculum August 10, 2014. I will also submit a Monitoring Report to them about the status of the program by September 15, 2014.

We have been asked by college administration to make connections with the Dumas and Hereford Campuses. According to the enrollment data, there is a need to have small cohorts of ADN and VN courses at these campuses. Meetings at the Dumas campus on June 2, 2014, Hereford Campus on June 9, 2014 and meeting with these campus Executive Directors, Academic Advisors, Moore County and Deaf Smith County Hospital CEOs and CNOs, AC Administration, and AC Nursing Faculty attended a general meeting in Jones Hall July 29, 2014. The Pilot is in fall 2015: Have a small cohort of ADN students and VN students who will take RNSG 1301 together in Dumas and Hereford (N =25 at each campus). They will also take RNSG 1309, Introduction to Nursing together. However, ADN students will also take RNSG 1105, Nursing Skills I and VN students will not because they have a four-hour Nursing Skills course. The proposal for this pilot was mailed to Texas BON August 18, 2014. It must also be approved by ACEN. Stay tuned for follow-up. I will send you the BON proposal. This pilot will be overseen by Curriculum Committee. The pilot in fall 2015 may have to be delayed pending the 2014 pass rates.

Dr. Pullen will provide faculty with the ACEN Monitoring Report that is due September 15, 2014 that includes a summary of BON SSR strategies that have been or will be implemented in fall 2014.

Further discussion in subsequent meetings.

	<p><u>Additional announcements:</u></p> <p>Team Coordinators meeting today 1330-1500.</p> <p>CPR as indicated today 1500-1900.</p> <p>General Faculty Assembly Wednesday, August 20, 2014 1000-1100 Ordway Hall.</p> <p>Health Sciences meeting 1200-1330 Building “B” Room 102.</p> <p>Team meetings as indicated.</p> <p>Detailed Test Plan Workshop August 21st and 22nd this week (Required).</p>	<p>No action or recommendation. For informational purposes.</p>
<p>3.0 COLLEGE COMMITTEE REPORTS</p>	<p><u>3.0 College Committee Reports</u></p> <p><u>3.1 Academic Technology—Hall</u></p> <ul style="list-style-type: none"> • No report <p><u>3.2 Benefits Plan Investment—Jones</u></p> <ul style="list-style-type: none"> • No report <p><u>3.3 Commencement—Hirsch, Smoot, Rhodes, Ross</u></p> <ul style="list-style-type: none"> • No report <p><u>3.4 Curriculum-Pullen</u></p> <ul style="list-style-type: none"> • The next meeting is in September. <p><u>3.5 Faculty Handbook—Embrey</u></p> <ul style="list-style-type: none"> • No report <p><u>3.6 Faculty Professional Development—Coppock, Embrey, Rhodes</u></p> <ul style="list-style-type: none"> • No report <p><u>3.7 Faculty Senate—Rhodes, Ross, Young</u></p> <ul style="list-style-type: none"> • The next meeting is Sept. 5, 2014. <p><u>3.8 Financial Aid Appeals-Rhodes</u></p> <p>No report.</p> <p><u>3.9 Library Network Advisory—Reed</u></p> <ul style="list-style-type: none"> • No report. <p><u>3.10 Rank and Tenure—No member at this time</u></p>	<p>No action or recommendation for these reports.</p>

	<ul style="list-style-type: none"> No report. <p><u>3.11 Testing and Remediation Committee--Young</u></p> <ul style="list-style-type: none"> No Report 	No action or recommendation for these reports.
	<p><u>4.0 ADN COMMITTEE REPORTS</u></p> <p><u>4.1 Admission/Progression-Mathias</u></p> <ul style="list-style-type: none"> A&P will meet August 27, 2014 <p><u>4.2 Advisory Committee-Pullen</u></p> <ul style="list-style-type: none"> No report. <p><u>4.3 Curriculum-L. Shadbolt</u></p> <ul style="list-style-type: none"> Faculty Handbook: No report. <p><u>4.4 Instructional Technology-McKelvy</u></p> <ul style="list-style-type: none"> No report <p><u>4.5 Learning Resources-Hirsch</u></p> <ul style="list-style-type: none"> A meeting needs to be scheduled. There has been discussion regarding new Intro bags, help with the costs, and possible using a new vendor. <p><u>4.6 Nursing Peer Review-Hergert</u></p> <ul style="list-style-type: none"> Next meeting is in the fall. <p><u>4.7 Research and Program Effectiveness-Yarbrough</u></p> <ul style="list-style-type: none"> No report <p><u>4.8 Students Activities-Jones, Reed</u></p> <ul style="list-style-type: none"> Welcome Back Fall 2014 is September 9th. There will be lunch for the students. Tshirts will be for sale. There is also a Welcome Back on Washington Street Campus with Movie Night. <p><u>4.9 Testing-Johnson</u></p> <ul style="list-style-type: none"> No report <p><u>5.0 Miscellaneous</u></p> <p><u>5.1 Advising-McClure</u></p> <ul style="list-style-type: none"> Ms. McClure attended 4 Badger boot camps. One exercise was for the students to prepare posters related to nursing, why they chose nursing, etc. The work produced by the students was very troubling and frightening. 	No action or recommendation for these reports.

	<p><u>5.2 NRC-Hirsch</u></p> <ul style="list-style-type: none"> This semester is going to be very busy! The NRC has 2 open positions. One is a 9 month Staff Assistant position and the other is 11 month Staff Assistant. <p><u>5.3 Staff Development-Kile</u></p> <ul style="list-style-type: none"> No report <p><u>6.0 Treasurer's Report-Hirsch</u></p> <ul style="list-style-type: none"> There is currently \$17.06 in the account. Faculty was reminded to please pay their dues of \$45.00 for the year. The Christmas party is December 12, 2014 @ 11:30 a.m. at the Plaza Restaurant. <p><u>7.0 Associate Degree Nursing Reports</u></p> <p><u>7.1 Level I—J. Cannon</u></p> <ul style="list-style-type: none"> No report <p><u>7.2 Level II—L. Shadbolt</u></p> <ul style="list-style-type: none"> No report <p><u>7.3 Level III—P. Hogue</u></p> <ul style="list-style-type: none"> No report <p><u>7.4 Level IV—D.Hall</u></p> <ul style="list-style-type: none"> No report <p><u>8.0 Additional Items/Announcements</u></p> <p><u>9.0 Adjournment</u></p> <ul style="list-style-type: none"> The meeting was adjourned at 10:45 a.m. by faculty consensus. 	<p>No action or recommendation for these reports.</p> <p>Dr. Pullen emphasized the importance of paying dues on time in order to have celebration events and recognize special situations.</p> <p>Next meeting October 8, 2014</p>
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 Richard Pullen, Interim ADN Program Director

 Date

	95 Level 4 students will receive a tablet with a keyboard along with their textbooks in Fall 2014. They will have full use of technology.	Hall will evaluate the Pilot project.
	The tablets will be purchased with Nursing Shortage Reduction Program funds. This is a research project. It is anticipated this will	
	assist the students with less needless writing, enhanced documentation, more critical thinking and more basic care at the bedside.	
	Debby Hall, Interim AND Program Director is spearheading this project.	
Search Committee: ADN Program Director	Search Committee: ADN Program Director	Further discussion in subsequent meetings.
	Sheryl Mueller retired January 31, 2014 after 11 years as Director and 19 years of service to Amarillo College. Dr. Pullen agreed to	
	service as Interim Director after 11 years as Assistant Director and 20 years of service to Amarillo College.	
	Search Committee commenced on March 4, 2014. Dr. Tamara Clunis, Dean of Student Success is committee leader. The position will be	
	posted during the week of April 21, 2014.	
Faculty Status	Faculty Status	
	There are 28 full time faculty members, one of these is the Interim-Director.	Further discussion in subsequent meetings.
	Debby Hall, MSN, RN, CMSRN, is serving as Interim Assistant Director. It is anticipated there will be 2-3 faculty resignations in the	
	next 6 months.	
Vision	Dr. Pullen reported that a vision for the ADN Program is to explore nursing courses at the Hereford and Dumas campuses	Further discussions in subsequent meetings.
Announcements:	The spring 2014 ADN Pinning Ceremony will be May 15 at 6:00 p.m. at the Central Church of Christ. The spring 2013 AC	No action or recommendation.
	Commencement Ceremony will be May 16, 2013 at 7:00 p.m. at the Civic Center Coliseum.	
Discussion:	Dr. Pullen opened the floor for comments and discussion by committee members.	
	Marietta Branson voiced concern that students appear to have some problems with basic nursing care. The audience agreed this	Further discussion in subsequent meetings.
	is a problem.	
	Susan McClure advised that when the curriculum changes to 60 hour curriculum, there will concerns/issues regarding funding for	Further discussion in subsequent meetings.
	the majority of the students. Mark Rowh agreed that there needs to be more conversation regarding this matter.	
Adjournment:	The meeting adjourned at 4:45 p.m.	
RECORDING SECRETARY:	DATE:	NEXT MEETING: Spring 2015

Connie Bonds