

**Deans' Council Meeting
October 15, 2014
Minutes**

Members Present: Tamara Clunis, Kim Davis, Daniel Esquivel, Dan Ferguson, Lyndy Forrester, Patsy Lemaster, Jerry Moller, Carol Moore, Cheryl Oldham, Richard Pullen, Mark Rowh, Renee Vincent and Kathy Wetzel

Members Absent:

Others Present:

Classified Employee Awards

Classified employee merit award nominees must be submitted to Human Resources by November 3, 2014. The recipients for the VPAA division were identified by the deans.

Data Specialists

Kathy Wetzel was charged by Russell to re-institute data specialists in Spring 2015 and Fall 2015. Department chairs will eventually take ownership of the process. The chairs will begin working in Fall 2014 training with the data specialists. A stipend will be provided to the data specialists in Spring 2015 and the department chairs in Fall 2015. Department chairs will then own the process and it will not be passed on to the administrative assistants. The duties can be included in the department chair evaluation instrument once training is complete.

Data specialist reports will provide statistical information on programs and be used in program review and faculty performance review.

Rank & Tenure

Ray Newburg submitted a progress report from the Rank and Tenure Committee. A copy was given to each council member.

Fees

A number of classes in our inventory charge lab fees. There is a misconception that if fees are assessed and collected from students, the money is available in an account for use as needed. Money collected as a fee for courses in a department must be added as a budget request in the budget process.

Jerry indicated that he will bring the fee concerns to the table as the President's Cabinet begins budget discussions.

60 Hour Associate Degrees

The Co Board requires all associate degree programs to reach 60 hours by Fall 2015. Carol Moore reminded the deans of the October 31, 2014 deadline for submitting information to the Co Board.

New Business

Patsy informed the council that May 19-22, 2015 are the dates for the ACTS retreat next year. Council members agreed to pair the deans' retreat with the ACTS retreat again. Patsy reminded members that the condo expenses for the deans will come from their own budgets.

Dean's Council Member Reports

- Academic Success
- Center for Teaching and Learning
- Continuing Education
- Health Sciences
- Hereford Campus
- Liberal Arts
- Moore County Campus
- Nursing – see attached
- STEM
- Technical Education

Adjourned at 3:15

Nursing Division Report

Vocational Nursing Program Report

1. NCLEX-VN Pass Rates. It appears that the NCLEX-VN pass rate for 2014 will be at or near 100%. This is a major accomplishment for the VN Program. The pass rate for 2013 was 76%, which required the program to prepare a Texas Board of Nursing (TBON) Self-Study Report (SSR). It is likely that the implementation of improved testing in the program resulted in this wonderful improvement in pass rates.

Associate Degree Nursing Program Report

- I. NCLEX-RN Pass Rates. It appears that the NCLEX-RN pass rate for the May 2014 graduating cohort will be 80.2%. This compares with the pass rate for the December 2013 graduating cohort at 76%. I should soon receive via email a preliminary notification from Texas Board of Nursing (TBON) that the 2014 pass rate will be 78-79%. The official report from TBON will be in January 2015. The pass rate below 80% will result in Approval with Warning from TBON. This will not affect program admission. TBON requires 80% or above for all nursing programs in a one-year period.

TBON is aware that the ADN Program is working diligently to improve pass rates. The Self-Study Report (SSR) that was submitted to them in April 2014 documented many improvement strategies as a result of curriculum analysis between fall 2013 and spring 2014. The program as not had sufficient time to reap the benefits of the SSR strategies. The strategies we have in place are likely to improve pass rates in the December 2014 and May 2015 graduating cohorts. The strategies include the following:

- a. 5-year Enrollment Plan
- b. Reduction of faculty to student ratios
- c. Revision of Faculty Workload Model
- d. Improved use of faculty time
- e. Revised admissions policies
- f. Revised progression policies
- g. Improved teaching in the classroom
- h. Improved module testing and testing review
- i. Improved standardized testing
- j. Revised clinical instruction and evaluation

A detailed report of recently implemented strategies (September 2014) was prepared for the Accreditation Commission for Education in Nursing (ACEN) and the comprehensive TBON Self-Study Report (April 2014) is available for more details.