

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES

DATE: October 8, 2014

TIME & PLACE: 3:00 p.m. - West Campus, Jones Hall, Room 205

ATTENDANCE: Present: Present: Kati Alley, Jan Cannon, Ginny Coppock, Cindy Crabtree, Angela Downs, Theresa Edwards, Jeanette Embrey, Debby Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Susan McClure, Kim Pinter, Richard Pullen, Claudia Reed, Tamara Rhodes, Lyndi Shadbolt, Teresa Smoot, Kelly Voelm, Ramona Yarbrough, Kerrie Young and Connie Bonds-Executive Secretary.

ABSENT: D'dee Grove, Verena Johnson, Khristi McKelvy, Angie Ross,

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 OPENING REMARKS APPROVAL OF MINUTES	<ul style="list-style-type: none"> Call to Order and Approval of Minutes – Richard Pullen Dr. Pullen called the meeting to order at 3:00 p.m. The minutes from the faculty meeting on August 19, 2014 were approved 	Edwards made a motion to accept the August 19, 2014 minutes. Crabtree seconded the motion. The motion carried by majority vote.
2.0 ADN PROGRAM COMMITTEE REPORTS	<p><u>2.1 Admission and Progression – Mathias</u> Admission and Progression Committee The committee met August 27th, 2014 @1:30 to discuss mandated policy for CBC (Criminal Background checks). The committee voted in favor of tying the mandated policy to progression. The student must fingerprint and complete CBC in order to progress to level 1. The student will be advised as to these changes in the advising session this fall. The Texas BON FBI-Level CBC and Clinical Agencies CBC were revised and approved.</p> <p>Admission requirements were discussed and the committee voted to adopt the following changes:</p> <p>A2 can only be taken ONE Time per admission period. Pullen also reported that A&P Committee will soon meet to discuss further revising admission policies about “weighing” sections of the A2 as indicated in the TBON SSR and reduce emphasis on “points” for general education courses completed. The TBON SSR indicated that points “earned” in the admission process may be more</p>	Revised admission policies implemented in summer-fall 2014. Further A&P Policy revision will take place at the December 2014 meeting.

of a “persistence” endeavor rather than one of an indicator of potential students “thinking” ability. Increase the admission GPA to 2.5 on general education courses. These changes were sent to all faculty and a vote was taken via email (passed with a majority vote) and also in faculty.

2.2 Curriculum – Shadbolt

Curriculum Committee met on September 24, 2014.

Reports and Assignments

Faculty Handbook:

Admission GPA minimum 2.5 which has been approved by the ADN faculty group from the A&P committee. *This was approved via email prior to the faculty meeting.*

HESI A2- policy has been changed to accept only one test score per admission period.

FBI-Level Criminal Background Check- see discussion/presentation material for Student Handbook.

Revised Organizational Chart- unable to view this document- it will be emailed to committee for a vote.

Pullen reported that a Task Force will be formed in spring 2015 (2 ADN and 2 VN) to bring the two faculty handbooks together.

Curriculum committee brings these changes to the ADN Faculty group in the form of a motion.

Student Handbook:

Hall reviewed changes that have been made to the ADN Student Handbook. They are as follows:

Admission GPA minimum 2.5.

HESI A2- Can take only 1 time during an admission period.

FBI-Level Criminal Background Check

Student Statement for Criminal Background Check

There is no ADN policy regarding smoking (except in the clinical dress code policy) but there is an AC Policy regarding smoking. Committee brings to Faculty Organization that we specifically include ‘e-cigarettes’ in our ADN Dress Policy to cover future situations that may arise. The committee approved of this addition.

Curriculum committee brings all of these changes to the Student Handbook to the ADN Faculty group in the form of a motion. Pinter seconded motion. Unanimously adopted.

Public Relations: Pullen reported that A. Ross with 13 students and 5 faculty will participate in the Hablando (Conversations)- a health fair for Hispanic women.

Staff Development: October 8 will be the next faculty development. Faculty will bring test questions for review.

ACEN Monitoring Report

Pullen reported that the ACEN required a monitoring report be sent in September in regards to the NCLEX pass rates. He created his own format for the report which gave a current status report of the ADN Program. It appears that our combined NCLEX pass rate will be 79.00 by the end of September. But, Pullen has been in close contact with Dr. Jan Hooper at the Texas BON and Dr.

Further discussion in subsequent meetings. Ensure that Faculty and Student Handbooks are current on the J-drive and online for public access.

Place additional statement about e-cigarettes in dress code policy.

Encourage faculty and staff to attend.

Encourage faculty attendance.

Pullen provided this information for communication purposes. The Faculty and various

Vest of ACEN to keep them apprised of our status. The good news is that we have been very proactive and it is 'tougher to get into the program and tougher to get out.' The program will first be put on 'Warning' probably in January 2015. The BON usually gives a couple of years to improve testing pass rates. Pullen reviewed the major points of the Monitoring report that was sent to ACEN. He also sent the report to Mr Jerry Moller, VPAA and Dr. Russell Lowery-Hart and ADN Faculty Organization in an email attachment for communication purposes.

Role Competencies in the SPE. The ACEN Monitoring report revealed that we have not had specific 'Role Competencies' on our SPE. Our SPE has always contained outcomes- Student Learning Outcomes, and Program Outcomes, but we have not included role specific competencies. We should have a better means to measure graduate achievement of these outcomes. This new SPE will contain a way to allow evaluation of graduates- on the CPEC, at graduation, and by employers. The Clinical Model Task Force will also be using these role competencies to tie together clinical courses across the curriculum.

Mapping the NCLEX-RN Detailed Test Plan through the Curriculum - Hall is gathering information from every didactic and clinical course. She will then be mapping that information and will present to committee in the future. Hall will continue to gather this data and present during the spring 2015. Instructors of record for a course are required to complete the analysis of their courses and get the information to Hall. The results of this curriculum project will identify gaps in teaching content and concepts in the classroom and in the clinical setting and in the testing process. Pullen emphasized that this project is a major curriculum analysis project and must be accomplished by January 2015. He also stated that this analysis must be performed every 3 years.

NCLEX Program Report - Data was presented from the NCLEX Program report at the faculty development workshop at the beginning of the fall 2015 semester. Pullen suggested that each semester this information be shared not only with committees but also with the ADN Faculty group. Cannon also suggested that each semester we discuss what has been done to improve areas that were weak. Pullen reported that the Program Report will be available from Mountain Measurement in November for the May 2014 graduating cohort.

Discussion about EAQs and Book-Bundles:

NCLEX EAQ Update and Booklist for Spring 2015- Shadbolt updated the committee on the status of the NCLEX EAQ program from Elsevier. Level 1 students will receive the 'bundle' of books PLUS the EAQ booklet/code. Books bundled will be: Saunders' Comprehensive Review for the NCLEX RN Examination, Mosby's Manual of Diagnostic and Laboratory Tests and Mosby's Drug Guide for Nursing Students. Students will receive a 30% discount on the 3 books and 20% discount on the EAQ code. Total cost to Level 1 students will be \$202.28 for a savings of \$72.54. Dennis Leslie has been informed of the bundled books coming in for the spring 2015. In the upper levels (2, 3, 4) students will purchase the EAQ code in the bookstore. Each level will have this listed on the booklist as a required purchase.

The committee discussed the new books that have been purchased by Level 1 for fall 2014 and the need for feedback from instructors and students regarding likes/dislikes. It was suggested that a questionnaire be given to those instructors using the new textbooks to determine whether we

committees will continue discussion to improve the SPE and continue to clearly identify measurable Graduate Role Competencies.

Hall will present findings in the January 2015 Faculty Organization meeting.

Further discussion about program performance with the next evaluation of graduate performance (May 2014 cohort).

Report about EAQs and Book-Bundles for informational purposes.

	<p>want to continue with those books for Fall 2015. Spring 2015 booklist will be presented for signatures at the October 8, 2014 ADN Faculty meeting. The formatting of the booklist is different- it is organized by levels. The booklist is due in the bookstore by October 13, 2015.</p> <p>Other Business- Hogue suggested that instructors will need guidelines regarding the use of the EAQ program- how much time students will spend, etc. The committee will revisit this issue in spring 2015 after all instructors have had the opportunity to utilize this new program.</p> <p>Cannon brought up an incident where locally a nurse administered Heparin for 3 days to a patient who had a GI bleed. She encouraged everyone to include test questions which require the student to read orders and make an informed decision regarding the orders for the patient.</p> <p>Kile discussed student concerns regarding wearing the white AC Nursing t-shirt versus being allowed to wear a royal blue scrub top. The committee had discussion regarding changing to a royal blue scrub top and the repercussions of the change. Committee brings this to the ADN Faculty group for discussion.</p> <p><u>2.3 Research & Program Effectiveness – Yarbrough</u></p> <p>Rhodes brought the RPE motion to vote on additions to the SPE graduate role competencies (#6) to the faculty. The RPE discussed the additions at their last meeting and approved them with amendments. The additions are needed due to the ACEN notes that this area was not addressed in the SPE during the recent program review.</p> <p>Discussion ensued regarding the high goals for the percentage of students whom would “achieve at least an 80% on the CPEC” for each level. Concerns regarding the high goals, new standards and grading expectations, and possible difficulty reaching the goals were discussed. The group was reassured that the results would be looked at with the concerns under consideration and it would guide the program in developing future goals. Pullen emphasized that it is wiser to have “high” goals than it is to have “low” goals that are always met. No improvement happens in this manner.</p> <p>Discussion continued regarding the proposed “85%” to achieve at least 850 on 2nd HESI-Exit. This would be more congruent with the program’s goal to excel above the current requirement from the BON for the number of graduates passing the NCLEX on the first attempt. Pullen reported that keeping the “bar” high right now is important.</p> <p>Rhodes also brought the RPE request for the curriculum committee to review the clinical tardiness policy and consider decreasing the excusable tardy time to 15 minutes at instructor discretion. The employer survey results reflected employer concerns regarding the level of professionalism of graduates. This concern is shared by faculty. A change in the clinical tardiness policy would better align with the expectations of a professional nurse.</p>	<p>Report about EAQs and Book-Bundles for informational purposes.</p> <p>Mathias seconded the motion. The motion carried by majority vote.</p> <p>Further discussion about clinical tardiness policy will continue in subsequent meetings.</p>
	<p><u>7.0 Associate Degree Nursing Reports</u> <u>7.1 Level I—J. Cannon</u> <u>RNSG 1209 - 001 Introduction to Nursing</u> 49 enrolled, all attending. One will be dropping before drop date. 36 failing after the first exam</p>	<p>Data presented in each course regarding enrollment and distribution of grades is for informational purposes. There</p>

	<p><u>RNSG 1209-002 Introduction to Nursing</u> 46 initially enrolled 3 drops 33 not passing after first exam <u>RNSG 1105 Skills</u> 95 initially enrolled 3 drops, one more possible drop All are passing</p> <p><u>RNSG 1331-001 Principles of Clinical Decision Making</u> 39 enrolled and all attending 16 failing after the first exam <u>RNSG 1331-002 Principles of Clinical Decision Making</u> 44 initially enrolled 3 drops (41 attending) 21 failing after first exam <u>RNSG 1362 Clinical – Principles of Clinical Decision Making</u> 83 initially enrolled 2 clinical failures 1 drop</p> <p><u>RNSG 1301-001 Pharmacology</u> 46 students enrolled No drops 12 failing after first exam <u>RNSG 1301-002 Pharmacology</u> 37 students enrolled No drops 8 failing after first exam</p> <p><u>College Wide Committee Reports – Financial Aid Appeals Committee</u> We met on 9-17-14 to review one appeal. We will be reviewing another appeal on 10-22-14.</p> <p><u>7.2 Level II—L. Shadbolt</u> Level 2 has a total of 49 students in hybrid classes plus 13 Generic FF Students in Health Assessment</p> <p><u>RNSG 1247/1263-</u> Dr. Jeanette Embry and Marianne Jones</p> <p>Total number of students registered for both sections: 48 Number of students dropped: 0 Not attending: 0 Exam: Module 1</p>	<p>is no action or recommendation at this juncture of the semester. However, an analysis of student progress in classroom courses will soon be performed by Pullen to determine the impact of moving the 70% minimum passing to 75%.</p>
--	---	--

	<p>Exam Grades</p> <p><u>Section 001-</u></p> <p>A=6 B=12 C=7 D=5 (1 at 70/ 2 at 72/ 1 at 74 and 1 at 64)</p> <p>Total: 30 students</p> <p><u>Section 002-</u></p> <p>A=3 B= 10 C=2 D=2 (2 at 74)</p> <p><u>RNSG 1251/1260-</u> Jody Kile and Lyndi Shadbolt</p> <p>Total number registered: 42 Number of students dropped: 0 Not attending: 0 Module 1 exam- September 9, 2014</p> <p><u>Section 001-</u> RNSG 1251-001 (15 students) Mean Score—79.74 A's—2 B's—6 C's—2 D's—5</p> <p><u>Section 002-</u> RNSG 1251-002 (27 students) Mean Score—78.88 A's—2 B's—9 C's—7 D's—9</p> <p><u>RNSG 1115-</u> Health Assessment</p> <p>Section 001 and 003- Cindy Crabtree Total number of students registered: 42 Number of students dropped: Evolve Exam: Health Assessment Check-off:</p>	<p>Data presented in each course regarding enrollment and distribution of grades is for informational purposes. There is no action or recommendation at this juncture of the semester. However, an analysis of student progress in classroom courses will soon be performed by Pullen to determine the impact of moving the 70% minimum passing to 75%.</p>
--	---	---

	<p><u>7.3 Level III—P. Hogue</u> <u>Pedi (25 failing after mod. 1 test)</u> <u>71 total students across 2 sections</u></p> <p>Section 1 A= 0 B= 10 C= 10 D= 12 F= 0 32 total students</p> <p>Section 2 A= 0 B= 18 C= 8 D= 13 F= 0 39 total students</p> <p><u>Med/Surg (45 failing after mod 1 test)</u> <u>88 total students across 2 sections</u></p> <p>Section 1 A= 1 B= 15 C= 6 D= 20 F= 4 46 total students</p> <p>Section 2 A= 0 B= 11 C= 8 D= 22 F= 1 42 total students</p> <p><u>Mental Health (11 failing after mod 1 test)</u> <u>68 total students across 2 sections</u></p> <p>Section 1 A= 5 B= 14 C= 5 D= 7 F= 0 31 total students</p>	<p>Data presented in each course regarding enrollment and distribution of grades is for informational purposes. There is no action or recommendation at this juncture of the semester. However, an analysis of student progress in classroom courses will soon be performed by Pullen to determine the impact of moving the 70% minimum passing to 75%.</p>
--	--	---

	<p>Section 2 A= 2 B= 25 C= 6 D= 4 F= 0 37 total students</p> <p><u>7.4 Level IV—D.Hall</u></p> <p>Advanced Concepts - 82 students. Class - 33 not passing after exam 1 Clinical - First Thurs/Fri rotation completed, Monday rotation completed their 5th week Will be doing IPE sims with SimCentral in November. Community Health - 33 students. Class - 11 failing after module I exam. Module II closes on Tuesday 10/7/14. Clinical – 4 not passing after first assignment Professional Nursing – 70 students. 29 not passing after exam 1. (17 of those not passing are between 70 & 75) Clinical - First Thurs/Fri rotation completed, Monday rotation completed their 5th week Utilizing online rubrics for all clinical assignments to help with grading consistency Using Tablets in clinical for resources, assignments, and simulation</p> <p>NCLEX Prep Team Leaders have around 5 students each Utilizing EAQ and Evolve individual remediation Next meeting Octotober 15th No one on contract for not doing remediation</p> <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 4:45 p.m. by faculty consensus. 	<p>Data presented in each course regarding enrollment and distribution of grades is for informational purposes. There is no action or recommendation at this juncture of the semester. However, an analysis of student progress in classroom courses will soon be performed by Pullen to determine the impact of moving the 70% minimum passing to 75%.</p> <p>Next meeting December 3, 2014 at 0900.</p>
--	--	---

--	--	--

Richard Pullen
ADN Program Director

Date

**AMARILLO COLLEGE
ASSOCIATE DEGREE NURSING PROGRAM
MEETING AGENDA**

MEETING: Associate Degree Nursing Faculty Organization
DATE: January 14, 2014
TIME: 9:00 AM
PLACE: WCJH – 205

1. Call to Order
Approval of Minutes: ADN Faculty Organization Meeting on December 4, 2013
2. Report from Associate Degree Nursing Program Director
3. College Committee Reports
 - 3.1 Academic Technology—*Hall*
 - 3.2 Benefits Plan Investment--*Jones*
 - 3.3 Commencement – *Hirsch, Smoot, Ross*
 - 3.4 Curriculum--*Pullen*
 - 3.5 Faculty Handbook –*Embrey*
 - 3.6 Faculty Professional Development –*Coppock, Embrey*
 - 3.7 Faculty Senate—*Ross, Young*
 - 3.8 Financial Aid Appeals—*Mueller*
 - 3.9 Library Network Advisory--*Reed*

- 3.10 Rank & Tenure—*Shadbolt*
- 3.11 Testing and Remediation Committee--*Young*
- 3.12 Other
- 4. Associate Degree Nursing Program Committee Reports
 - 4.1 Admission & Progression--*Mathias*
 - 4.2 ADN Advisory—*Mueller*
 - 4.3 Curriculum--*Shadbolt*
 - 4.4 Instructional Technology--*McKelvy*
 - 4.5 Learning Resources --*Hirsch*
 - 4.6 Nursing Peer Review --*Hergert*
 - 4.7 Research & Program Effectiveness --*Savage*
 - 4.8 Student Activities --*Jones, Reed*
 - 4.9 Testing --*Pullen*
- 5. Miscellaneous
 - 5.1 Advising—*McClure*
 - 5.2 NRC – *Hirsch*
 - 5.3 Staff Development --*Kile*
- 6. Treasurer's Report – *Hirsch*
- 7. Associate Degree Nursing Level Reports
 - 7.1 Level I -- *Cannon*
 - 7.2 Level II -- *Shadbolt*
 - 7.3 Level III -- *Pullen*
 - 7.4 Level IV -- *Hall*
- 8. Additional Items/Announcements
- 9. Adjournment