

AMARILLO COLLEGE

NURSING DIVISION FACULTY COMMITTEE MINUTES

DATE: December 2, 2015

TIME & PLACE: 11:00 a.m. - West Campus, Jones Hall, Room 207

ATTENDANCE: Present: Kai Alley, LaVon Barrett, Jan Cannon, Cindy Crabtree, Angela Downs, Jeanette Embrey, Debby Hall, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Becky Matthews, Sarah Milford, Kristi McKelvy, Susan McClure, Kim Pinter, Claudia Reed, Tamara Rhodes, Lyndi Shadboit, Kim Smith, Teresa Smoot, Kelly Voelm, Annette Watts, Ramona Yarbrough, Kerrie Young, Connie Bonds-Executive Secretary, April Maxwell – LVN Staff Assistant

ABSENT: Chandra Melton, Phyllis Pastwa, Richard Pullen, Keri Terrell

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 Lyndi Shadboit called the meeting to order at 11:00 a.m. The minutes from the faculty meeting on October 14, 2015 were approved. 	<p>Angie Downs made a motion to accept the October 14, 2015 minutes. Kerrie Young seconded the motion. The motion carried by majority vote.</p>
2.0 Report from Dean of Nursing	<p>In Dr. Pullen's absence, Lyndi Shadboit presented the Nursing Division Dean's Report:</p> <ol style="list-style-type: none"> The Caring Heart Award was developed in 1998 by Pat Murray, retired ADN Professor, to recognize individuals in our community who personify the essence of nursing practice-that is caring, compassion and service. Officer Carlos Loya from the Amarillo College Police Department should receive this award at ADN Pinning in December 2015. Officer Loya goes above and beyond to ensure the safety of everyone on the West Campus. Dr. Pullen will present this recognition to Officer Loya during Pinning. According to Lee Colaw, the use of PAR college-wide will continue to decline due to a lack of cost effectiveness. In the meantime, faculty will need to know how to upload and download their own exams. It is essential that faculty continue to migrate to the Blackboard LMS. Technical support will continue to be available for PAR and Blackboard in the spring 2016 semester. 	<p>Connie Bonds will contact Officer Loya's wife and invite her to share in this ceremony.</p> <p>Continue migrating to the Blackboard LMS.</p>

	<p>3. According to Lee Colaw, all faculty members on the West Campus who use the West Campus Computing Center need to be prepared to oversee their own exams. The West Campus Computing Center accommodates the needs of many programs on the West Campus. Assistance in overseeing exams as long as resources are available may occur during normal business hours and past 5 p.m. for early evening classes.</p> <p>4. The College is exploring having a Chick Fillet on the West Campus.</p> <p>5. The College is exploring having a health clinical for students on the West Campus.</p> <p>6. At the last VPAA Council meeting, each Dean presented how they quantify and equate faculty workload. There was some discussion about having 1:1 ratios for clinical courses and classroom laboratory workload being 1:1 when the college fiscal crisis improves.</p>	<p>Instructors will plan to oversee their own exams.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Further discussion in subsequent meetings.</p> <p>No action or recommendation.</p>
<p>3.0 Report from LVN Director</p>	<p>LaVon Barrett, LVN Program Director attended TAVNE in the spring. She advised the conference was very good and she learned new information.</p> <p>The application fee for NCLEX is reducing by \$25.00.</p> <p>In the near future, all declaratory orders will be paperless. Students will no longer be required to submit a paper declaratory order.</p> <p>In Dr. Pullen's absence, Lyndi Shadbolt presented the Associate Degree Nursing Program Director Report:</p> <p>NCLEX-RN Results 2015:</p> <ol style="list-style-type: none"> 1. Our last graduate from May 2015 passed NCLEX-RN last week. This pass will be counted in our 2016 passing rate. 2. The ADN Program was among the Top 10 highest in the State of Texas (90% or higher) for 1st-time pass rates in 2015. There are 69 ADN programs in Texas. The 2015 pass rate for the ADN Program was 94.78%. 3. The NCLEX-RN Program Report is maintained in a notebook in the Nursing Division Office. This is the one I sent you via email. 4. The ADN Program mean for first-time NCLEX-RN pass rate for the reporting period of April 1-2015 through September 30, 2015 was 96%. Outstanding This compares with 86% for the state (All programs), 84% for all ADN programs nationally and 83% for all RN programs (ADN, diploma and BSN). Please note the AC ADN Program rank: 	<p>Further discussion in ADN Program Faculty Organization and in program committees.</p>
<p>4.0 Report from ADN Director</p>		

	<p>13 out of 106 of all RN programs in Texas 153 out of 1165 ADN programs nationally 264 out of 1943 RN programs (ADN, diploma and BSN) nationally</p> <p>5. As you read the charts that were sent to you (Charts from Mountain Measurement). A value of 50 means we are about "So So"---50% did lower than us and 50% did higher than us. A value of 65% means we did better than 65% of schools and that only 35% did better than us.</p> <p>6. Our program did well in virtually all areas including but not limited to Management of Client care, Basic Care and Comfort, Pharmacology and Parenteral Therapies and Physiologic Adaptation. Cardiovascular, gastrointestinal and endocrine did well also. Take a look at Respiratory: Big jump from 36 to 61. Comfort and Rest at 65. Great job with Nutrition at 67! We are doing a fantastic job threading that nutrition content and concepts in our curriculum. Some other areas that did well include, integumentary, musculoskeletal, renal, and urinary and natal. Childhood super outstanding at 69. Life-span not far behind at 67. Interdependence at 66. The top performer is "Older Adult" at 73! I remember many years ago when Older Adult and Interdependence were the lowest values. Take a look at those numbers from last year----What a difference. Congratulations!</p>	<p>Further discussion in ADN Program Faculty Organization and in program committees.</p>
<p>5.0 COLLEGE COMMITTEE REPORTS</p>	<p><u>5.1 Academic Technology – Johnson</u> Met on 10-16-15: identified and prioritized needs. Check minutes for details. Met on 10-30-15:</p> <p>Brenda Rosnagel presented about web accessibility (committee). Universal design - guidelines presented to Presidents cabinet; basic language and vague. Guidelines have been approved no actions have been taken. Webinar from Heather has great info on how to create on line classes with 10 tips.</p> <p>Question: what about industry standards used as requirement for the program? You can have these standards that students must meet. You can't have standards that exclude students specifically.</p> <p>Lab supervisor identified by program directors and deans. Who will be responsible for updating and maintaining lab computers?</p> <p>Need a checklist for student devices. Web assess ability has a list already.</p> <p>Student emails going to junk email. Individual junk mail settings should be check. Check your junk folder if students are saying they sent you an email.</p> <p><u>5.2 Assessment – Alley, Barrett, Hoque</u></p> <ul style="list-style-type: none"> No report <p><u>5.3 Benefits Plan Investment—Jones</u></p> <ul style="list-style-type: none"> We are in good shape. 	<p>No action or recommendation</p>
		<p>No action or recommendation</p>

	<p><u>5.4 Commencement—Hirsch, Pastwa, Smith</u></p> <ul style="list-style-type: none"> • Commencement is December 12th @ 10:00 a.m. There will be same seating as last semester. 	All faculty will attend.
	<p><u>5.5 Curriculum-Hall, Pullen</u></p> <ul style="list-style-type: none"> • No report 	No action or recommendation
	<p><u>5.6 Developmental Education Council - Pullen</u></p> <ul style="list-style-type: none"> • No report 	No action or recommendation
	<p><u>5.7 Faculty Evaluation - Terrell</u></p> <ul style="list-style-type: none"> • No report 	No action or recommendation
	<p><u>5.8 Faculty Handbook—Embrey, Barrett</u></p> <ul style="list-style-type: none"> • No report 	No action or recommendation
	<p><u>5.9 Faculty Professional Development—Voelm, Yarbrough</u></p> <ul style="list-style-type: none"> • The committee is planning several faculty development opportunities. 	No action or recommendation
	<p><u>5.10 Faculty Senate - Julian, Young and Barrett</u></p> <ul style="list-style-type: none"> • The “pay for performance” incentive is still being developed. The committee attended a college wide meeting regarding this matter. Everyone will receive a 1% pay raise. Then employees will be evaluated on measurable goals and core values. There is still concern regarding favoritism issues. 	Further discussion in subsequent meetings.
	<p><u>5.11 Financial Aid Appeals-Cannon, Smith</u></p> <ul style="list-style-type: none"> • There was one appeal scheduled for November, however the student did not show. 	No action or recommendation
	<p><u>5.12 Library Network Advisory—Julian, Milford, Reed</u></p> <ul style="list-style-type: none"> • Mark Hannah wanted to make all aware that the library staff will be reduced from 10 full time to 5 full time by the end of the summer of 2016. This is a very important resource for our students. Please advocate! 	Advocate for the Library.
	<p><u>5.13 Rank and Tenure—Barrett, Embrey</u></p> <ul style="list-style-type: none"> • The process of Rank will begin in February, 2016. 	No action or recommendation
	<p><u>5.14 Testing and Remediation Committee—Young</u></p> <ul style="list-style-type: none"> • No report 	No action or recommendation

6.0 NURSING PROGRAM COMMITTEE REPORTS

6.1 Instructional Technology-McKelvy

- The Sim disaster on November 18th was a success. Plans are being developed for the disaster scenario for Spring 2016 semester.

6.2 Learning Resources-Hirsch

- No report

6.3 Nursing Peer Review-Kim Smith

- Report/discussion was tabled to January 2016.

6.4 Students Activities-Jones, Reed

- The SNA generated \$200 from the Christmas fundraiser. A welcome back will be planned for the spring 2016 semester. Reminder: Pinning is December 10th. If anyone wants to participate in "A Time to Share", deliver date is December 12th.

6.5 Testing-Johnson

Met on 11-4-15.

Changes were made to the Faculty Testing Policy: deleting items no longer relevant. Two new items were added to guide Faculty in the event that PAR/Blackboard is unavailable and also what to do in the event that a HESI/ATI test is unable to be administered. A motion from the committee to approve the changes.

The committee is recommending that starting in spring 2016 only generic drug names be used in lecture and on exams. A motion from the committee is being made.

Johnson had spoken with both Pharmacology instructors (Pastwa and Crabtree) about changes that the instructors feel will be beneficial specifically concerning that there is no need to give dosage and solution exams since the Pharmacology students are now in Intro and not a clinical course. Johnson also spoke with Cannon and Matthews that a Level I dosage and solution exam would now be given. This exam was previously given in Pharmacology. Pharmacology will need to continue to test on dosage calculation and the committee felt it would be beneficial for the Pharmacology students to have an separate dosage and solution exam like what is required for clinical courses.

Test question review was done on 10-28-15 and will be done again in spring
Lyndi Shadbolt brought some information that she had found in a book by Linda Caputi regarding multicultural and linguistic bias in questions. Important words should be bolded or underlined. The word priority should be bolded. Test questions should not be item completion such as fill in the blank. Johnson also added that when asking for a priority the question should not be a select all.

7.1 Advising-McClure

- No report

No action or recommendation

No action or recommendation

No action or recommendation

If you wish to participate in "A Time to Share" please check with Lyndi Shadbolt.

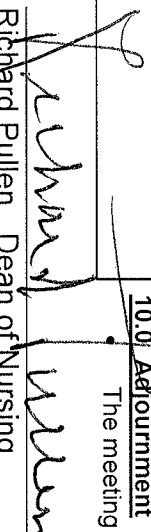
Jeanette Embrey seconded the motion. The motion carried by majority vote.

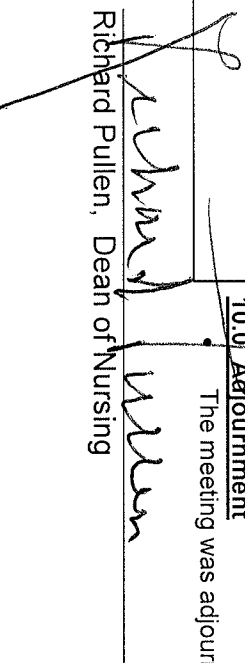
Further discussion in subsequent meetings.

Encourage all faculty to continue improving test questions.

No action or recommendation

<u>7.0 Miscellaneous</u>	
<u>7.2 NRC-Hirsch</u> <ul style="list-style-type: none">• The Nursing Division Christmas luncheon is December 11th.• Spring calendar is full. <u>7.3 Staff Development-Kile</u> <ul style="list-style-type: none">• The next lunch and learn will be in Spring 2016 with John Smoot. <u>7.4 Evolve and Surveys – Johnson</u> <ul style="list-style-type: none">• Faculty will have to contact Evolve to have quizzes moved. <u>8.1 Treasurer's Report-Hirsch</u> <ul style="list-style-type: none">• There is currently \$540.34 in the account. <u>9.0 Additional Items/Announcements</u> <ul style="list-style-type: none">• None <u>10.0 Adjournment</u> <ul style="list-style-type: none">• The meeting was adjourned at 1:00 p.m. by faculty consensus.	No action or recommendation

 Richard Pullen, Dean of Nursing	Date
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Richard Pullen, Dean of Nursing

Date _____