

AMARILLO COLLEGE

NURSING DIVISION FACULTY COMMITTEE MINUTES

DATE: January 12, 2016

TIME & PLACE: 9:00 a.m.- West Campus, Jones Hall, Room 207

ATTENDANCE: Present: LaVon Barrett, Jan Cannon, Angela Downs, Jeanette Embrey, Anna Esquibel, Debby Hall, Denise Hirsch, Paul Hogue, Rhonda Howard, Verena Johnson, Marianne Jones, Marcia Julian, Jody Kile, Tabatha Mathias, Becky Matthews, Chandra Melton, Sarah Milford, Susan McClure, Phyllis Pastwa, Kim Pinter, Richard Pullen, Claudia Reed, Lyndi Shadbolt, Kim Smith, Teresa Smoot, Keri Terrell, Kelly Voelm, Annette Watts, Ramona Yarbrough, Kerrie Young, Connie Bonds-Executive Secretary, April Maxwell – LVN Staff Assistant

ABSENT: Kati Alley, Cindy Crabtree, Khristi McKelvy, Tamara Rhodes,

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 OPENING REMARKS APPROVAL OF MINUTES 2.0 Report from Dean of Nursing	Call to Order Richard Pullen called the meeting to order at 9:00 a.m. The minutes from the faculty meeting on December 2, 2015 were approved.	Kim Pinter made a motion to accept the December 2, 2015 minutes. Jeanette Embrey seconded the motion. The motion carried by majority vote.
	Dr. Pullen extended a welcome back to everyone and hoped that all had a restful holiday break.	No action or recommendation.
	Dr. Pullen extended a welcome to Rhonda Howard. Ms. Howard is a new faculty member who brings a wealth of knowledge and experience to the program, especially in the areas of obstetrics, pediatrics, and leadership.	No action or recommendation.
	Dr. Pullen reported about the following travel: Debby Hall, Khristi McKelvy, Sarah Milford and Kim Smith will attend "Higher Education Pedagogies" in Roanoke, VA February 16-18, 2016. Lyndi Shadbolt and Debby Hall will attend "Achieving the Dream" in Atlanta, GA February 23-26, 2016	No action or recommendation.
	HESI Admission Exams will soon take place. Dr. Pullen requested that faculty from both programs sign up to help assist in proctoring as they can.	Faculty will sign up to proctor exams.

<p>Dr. Pullen reported that the West Campus Computing Lab will have extended hours in spring 2016 on Monday through Thursday. The hours will be 0800-1900 (Previously 0800-1700). Friday will continue at 0800-1700. The extended hours refer to students having accessibility to the lab. Instructors are expected to proctor their own exams. Instructors are also expected to upload and download their exams. The Nursing Division will continue to supply scratch paper for nursing students.</p> <p>Dr. Pullen provided some information about his retirement from AC. He reported that his last day will be August 31, 2016. He reported that in the meantime, work will continue as usual and his pace to accomplish tasks will not slow down. In conversations with Dr. Vess, the plan is to place the Nursing Division under the Dean of Health Sciences and each nursing program will have its own separate director. However, the operation of the Nursing Division will not change. Dr. Pullen said he would communicate the detail of leadership direction sometime in March 2016.</p> <p>Dr. Pullen reminded everyone that the Nursing Division has new equipment in the Nursing Resource Center and Clinical Simulation Center from Perkins funds. He stated that we will apply for additional equipment through Perkins funds in March 2016.</p> <p>Dr. Pullen updated everyone about the Moore County Campus nursing courses that will start in fall 2016. These courses are a small cohort of RNSG 1301, RNSG 1309 and RNSG 1105. He stated that he presented to the Moore County Advisory Committee in October 2015. The community is excited that this long-awaited project is going to happen. Jan Cannon, Marcia Julian and Dr. Pullen attended a meeting with Renee Vincent, Executive Committee of the Moore County Campus and her Academic Advisors in December 2015. Ms. Cannon and Ms. Julian will begin preparing courses in spring 2016 through summer 2016 in preparation for fall 2016.</p> <p>Dr. Pullen reported that the West Campus Tutoring Outreach Center in Building D is almost 100% complete and ready for business. Dr. Pullen reminded everyone that Ms. Anna Min Esquibel is the Tutor Coordinator. Currently we also have 3 part-time tutors. We will also be hiring one more part-time tutor once identified. In fall 2015, 775 hours of faculty hours were allocated to tutoring. However, in spring 2016, 420 hours of faculty hours have been allocated to tutoring. Dr. Pullen reported that he will be showcasing the Tutoring Center Project and Moore County Campus Project at the January 29, 2016 faculty and staff meeting that has been called by Dr. Vess. He also stated that an open house of the Tutoring Center and Student Support Services will occur shortly thereafter.</p> <p>Dr. Pullen reminded everyone that Dr. Russell Lowery-Hart will conduct a Town Hall meeting January 14, 2016 to discuss the current college fiscal crisis. He is slated to discuss some positive outcomes as a result of recent strategies that should be uplifting.</p> <p>Ms. Phyllis Pastwa and Ms. Becky Matthews are spearheading a partnership between Amarillo College and Palo Duro High School. The partnership includes having students tour the Nursing</p>	<p>Further discussion in subsequent meetings.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>No action or recommendation.</p> <p>Faculty will attend if they choose to do so.</p> <p>No action or recommendation.</p>
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	<p><u>5.8 Faculty Handbook—Embrey, Barrett</u></p> <ul style="list-style-type: none"> • New policies will be implemented in the handbook in Fall 2016. <p><u>5.9 Faculty Professional Development—Voelm, Yarbrough</u></p> <ul style="list-style-type: none"> • No report <p><u>5.10 Faculty Senate - Julian, Young and Barrett</u></p> <ul style="list-style-type: none"> • Dr. Lowery-Hart attended the last meeting and spoke to the committee regarding the current budget issues. • <p><u>5.11 Financial Aid Appeals-Cannon, Smith</u></p> <ul style="list-style-type: none"> • No report <p><u>5.12 Library Network Advisory—Julian, Milford, Reed</u></p> <ul style="list-style-type: none"> • No report <p><u>5.13 Rank and Tenure—Barrett, Embrey</u></p> <ul style="list-style-type: none"> • There is a meeting in the near future. If you are interested in petitioning for Rank, please see Richard Pullen or LaVon Barrett. <p><u>5.14 Testing and Remediation Committee—Young</u></p> <ul style="list-style-type: none"> • No report 	<p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p>
<u>6.0 NURSING PROGRAM COMMITTEE REPORTS</u>	<p><u>6.1 Instructional Technology-McKelvy</u></p> <ul style="list-style-type: none"> • No report <p><u>6.2 Learning Resources-Hirsch</u></p> <ul style="list-style-type: none"> • No report <p><u>6.3 Nursing Peer Review-Kim Smith</u></p> <ul style="list-style-type: none"> • No report <p><u>6.4 Students Activities-Jones, Pinter</u></p> <p><u>6.5 Testing-Johnson</u></p> <ul style="list-style-type: none"> • No report 	<p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p> <p>No action or recommendation</p>

