

# AMARILLO COLLEGE

## ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES

DATE: May 4, 2011

TIME & PLACE: 1:30 p.m. West Campus Jones Hall, Room 205

ATTENDANCE: Present: Jan Cannon, Angela Downs, Theresa Edwards, Jeanette Embrey, D'dee Grove, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Tabatha Mathias, Liz Matos, Susan McClure, Khristi McKelvy, Marjeanne Moore, Sheryl Mueller, Phyllis Pastwa, Richard Pullen, Cele Rangel, Kelly Savage, Lyndi Shadbolt, Jennifer Siess, Rebecca Vincent, Ruth Whitehead, Kim Wright, Mona Yarbrough, Kerrie Young and Carolyn Leslie-Administrative Assistant

ABSENT: Lindy Billington, Michelle Conrad, Marcia Green, Pat Murray, Angie Ross

AGENDA: See Attached

### MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
<b>1.0 Opening Remarks</b> <b>Announcements</b> Congratulations Welcome Thank you Birthdays	<b>1.0 Opening Remarks-S. Mueller</b> <ul style="list-style-type: none"> <li>Ms. Mueller called the meeting to order at 1:30 p.m.</li> <li><b>Congratulations</b>-Three ADN faculty members were approved for promotion by the Board of Regents on April 26<sup>th</sup>. They are D'dee Grove (Associate Professor), Teresa Edwards (Assistant Professor), and Verena Johnson (Assistant Professor). Khristi McKelvy, Angie Downs, Mona Yarbrough, Jeanette Embrey and Carol Hergert successfully completed New Faculty Academy. Angie Ross has completed requirements for her MSN degree at WTA&amp;MU. Marcia Green has a new granddaughter!</li> <li><b>Welcome</b>-Jodie Kile. Jodie is a CTA with Jennifer Siess. She is interested in a faculty position when one is posted. We hope she applies.</li> <li><b>Thank You</b>- Jennifer Siess has submitted her resignation. Thank you to her for her three years of service to AC and the ADN Program. Denise Hirsch arranged for the refreshments today. Thank you to her for serving as our hospitality coordinator!! Happy Nurses Day on May 6<sup>th</sup> and Happy Nurses Week from May 6<sup>th</sup> through May 12<sup>th</sup>. The ANA theme this year is "Nurses Trusted to Care".</li> <li><b>Birthdays</b>-The following ADN faculty and staff have birthdays this month: Phyllis Pastwa (5<sup>th</sup>), Shane Patterson (5<sup>th</sup>), Delores Thompson (7<sup>th</sup>),</li> </ul>	<p>Jennifer Siess commented on how much she enjoyed working with the faculty. Kerrie Young also shared comments on what a good job Jennifer has done and how much she enjoyed working with her.</p>

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<b>2.0 ASSOCIATE DEGREE NURSING PROGRAM DIRECTOR REPORT</b>	<p>Rebecca Matthews (13<sup>th</sup>), Tina Thomas (19<sup>th</sup>), and Alisha Grady (22<sup>nd</sup>)</p> <p><b>2.0 Director's Report</b></p> <ul style="list-style-type: none"> <li>• <b>ACTS</b>—There have been some cancellations for ACTS. If you would like to attend, please contact Tony Thomas or apply at <a href="http://www.actx.edu/acts">http://www.actx.edu/acts</a> ASAP.</li> <li>• <b>Final Exams</b>—Please pay close attention to the Final Exams schedule for next week. Note the testing lab assignments. If you have not received information from Melanie Gray about whether a proctor(s) are needed, then contact her ASAP. There have been multiple computers down in WCB-112. Please check ahead of time to ensure that all computers are up and running the day of your scheduled exam. If computers are down, you may need to print paper tests for students.</li> <li>• <b>Commencement</b>—Please be at the North end of the Civic Center Coliseum by 6:30 pm in caps, gowns and hoods. All full-time faculty are required to participate in commencement unless approval to be absent has been secured from Dr. Lowery-Hart.</li> <li>• <b>Fast Forward Transition Option</b>—The new FF Transition Option begins May 23<sup>rd</sup>. Carol Hergert with Richard Pullen and Kim Wright's assistance will be teaching the Transition didactic and clinical courses. Verena Johnson and Mona Yarborough will be teaching the online Health Assessment course, and Judy Wilson will teach the online Pharmacology course. Rebecca Vincent will teach the online OB didactic course during the second summer session. Lyndi Shadbolt will be the OB clinical course instructor for the transition students. FF Transition students will join Level III generic students in the fall semester with the exception of the pediatric course. An online didactic pediatric course and its clinical companion will be taught by Lindy Billington.</li> <li>• <b>NLNAC Re-Accreditation</b>—The writing and editing of the first draft of the self-study is almost completed. Linda Caputi will review the self-study in June and any subsequent corrections/revisions will be made during July. The self-study will be mailed to NLNAC and site evaluators by mid-August. The site visit is scheduled for October 19-21, 2011.</li> <li>• <b>Summer Hours</b>—Traditional summer hours will begin Monday, May 16<sup>th</sup>. The college and Nursing Division will be open Monday – Thursday from 7:30 am to 5:00 pm and Friday from 7:30 am to 12:00 noon. The last day to observe summer hours will be Friday, August 5<sup>th</sup>.</li> <li>• <b>Building B Summer Closure</b>—Building B will be closed this summer as a cost-saving measure. All nursing classes originally scheduled for Building</li> </ul>	

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	<p>B have been re-located as follows:  RNSG 2201 has been moved from WCB-102 to WCJH-207  RNSG 1115 (classroom) has been moved from WCB-104 to WCA-109  Both sections of ECRD-1111 have been moved from WCB-106 to WCA-107  WCB-112 (Bravo Testing Center) will be closed all summer!! All summer testing must be scheduled in Building D.</p> <ul style="list-style-type: none"> <li>• <b><u>Furniture for Jones Hall</u></b>—If there are still needs for furniture for Jones Hall please let me know ASAP. The workrooms on second and third floor have never received the furniture originally planned for those areas. Also a center work table has not been ordered for the Student File Room. Bruce Cotgreave promised to order some display cases for the nursing artifacts that were outside of the NRC in Building A as well as the VN Program historical dolls.</li> <li>• <b><u>Composite Graduate Pictures</u></b>—Where would you like to see the composite graduate pictures hung in Jones Hall? How about the plaque honoring Glo Freese? How about the display cases?</li> <li>• <b><u>Selection of the New LMS</u></b>—Please refer to Verena Johnson's email of May 3<sup>rd</sup>. The selection between Moodlerooms versus Blackboard has not been made yet. The decision will be made by faculty during the fall 2011 semester. Faculty will have the opportunity to "play" in sandboxes with both these products soon. There will also be some open lab times for faculty to come use these products during the summer.</li> <li>• <b><u>West Campus Library Instructor</u></b>—Jana Comerford has replaced Lil Withrow as the West Campus library instructor. Jana has been employed at AC for 8 years and holds a Master of Library Science degree. She is experienced at teaching research skills, and can provide individuals and classes with research assistance and library instruction. Contact her at the AC Library inside the NW Branch Library at 356-3627. The West Campus Library Instructor position was one that was being considered for non-replacement. We are fortunate to have a library instructor available to our students and faculty. Please utilize her services and let students know that she is available to provide research assistance.</li> <li>• <b><u>NCSBN RN Nursing Knowledge Survey</u></b>—The NCSBN is conducting a study on behalf of the Texas BON. The study focuses on the knowledge of newly-licensed RNs in the US. The results will be utilized to inform the NCLEX exam that future candidates will take. There are three surveys for</li> </ul>	<p>Khristi McKelvy asked for telephones in the simulation area of the NRC. She also asked if the silver boxes in WCJH-321 and 325 could be removed from the floor. Khristi mentioned the need to remove the curb area in the dirt parking lot across the street so that low cars could park there.</p> <p>The faculty gave feedback to these questions. They wanted the graduate pictures hung in the second floor hallway around the classrooms. Glo Freese's plaque will be located by the Supplemental Instruction office and the display cases will be put on the third floor of Jones Hall.</p> <p>Theresa Edwards will participate in the survey for medical-surgical nursing. Ruth Whitehead will participate for OB/Pedi and Paul Hogue will take the</p>

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	<p>the three general areas of: 1) medical/surgical nursing, 2) OB/GYN/Pediatrics or Maternal Child Nursing, and 3) Psychiatric (Mental Health) or Home Health Nursing. The surveys need to be completed ASAP. Who would like to participate in this survey?</p> <ul style="list-style-type: none"> <li>• <b>Top Teaching Tools Awards</b>—Linda Caputi was one of two winners of this year's annual Top Teaching Tools Awards from <i>Journal of Nursing Education</i>. The Top Teaching Awards are given to the best educational resources of the previous year. Linda received the award for <i>Teaching Nursing: The Art and Science, 3 Volume Set, Second Edition</i>. Linda's continued recognition as a curriculum expert reinforces our good fortune in having secured her as a consultant for our clinical instruction redesign.</li> <li>• <b>NLN News</b>—The NLN has introduced a new series called the NLN Vision Series. The first piece in the series is called "Academic Progression in Nursing Education". This document is designed to serve as a vision for the future of nursing education, including designing and implementing seamless education models that promote academic progression. The second in the vision series calls for reform in nursing education in order to better prepare students to advance the health of the diverse older adult population. This document was just released last month and is called "Caring for Older Adults". Both documents are available at the NLN website. Also now available at the NLN website is the Annual Survey of Schools of Nursing 2009-2010. These are findings from the annual survey of schools of nursing from October to December 2010. Some key findings are: 1) Hispanics are still underrepresented among basic RN students; 2) the percentage of younger students grew, but male enrollment is stable (13%); 3) demand for nursing education continues to outstrip supply as faculty shortages and lack of clinical placements impede expansion; and 4) high tuition impedes student recruitment to postgraduate programs and a lack of qualified students constrains basic program enrollment in some pre-licensure programs.</li> <li>• <b>TPCN</b>—this organization is interested in developing an action plan for the Texas Panhandle in response to at least one of the key messages of the Future of Nursing, Leading Change, Advancing Health Report. After much discussion at the last TPCN meeting on April 14, 2010, the group decided to direct their efforts on Key Message #2: Nurses should achieve higher levels of education and training through an improved education system that promotes seamless academic progression. The</li> </ul>	<p>survey for mental health.</p>

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	<p>endorsements in the report for continued lifelong learning and opportunities for seamless transition to higher degree programs will be the specific foci of the TPCN action plan. A planning meeting will be held on May 20<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• <b><u>Health Sciences Cluster Core Curriculum</u></b>—in response to the Texas Career Cluster Project, which focuses on creating a vertical alignment process between high school and community college career and technical education courses, several meetings have been held to formulate a core curriculum for the Health Sciences Career Cluster. Nursing and the allied health programs have been tasked with identifying a core curriculum of 6-9 credit hours of courses that are common to the two nursing programs and all 19 allied health programs. The initial proposals by the group have included adding a three-credit hour Medical Terminology course, deleting A&amp;P I for nursing and allied health programs and adding a general 4-credit hour, single-semester A&amp;P class for all health science programs, adding a 2 credit hour Introduction to Health Professions, and adding a 2-credit hour general law and ethics course. There is very little agreement among the group at this point. Another meeting is planned for May 6<sup>th</sup>.</li> <li>• <b><u>Admission/Enrollment</u></b>—24 applicants applied to the FF Transition Option and all 24 were offered admission. 42 attended the FF Transition Advising Sessions. 24 individuals attended the FF ADN Option. Fourteen students have applied for admission. Two hundred thirty-nine individuals attended the Traditional Generic Advising Sessions. One hundred and sixty have applied for admission. We will admit between 100-105 of these applicants.</li> <li>• <b><u>NCLEX Program Reports</u></b>--The NCLEX Program Reports for the December 2010 graduating class arrived on May 2<sup>nd</sup>. The report includes 82 graduates. However, there are still 6 graduates who have not tested from the December 2010 class. Please review the handout. It will be discussed in detail when the Curriculum Committee meets for the first time in the fall 2011 semester. <ul style="list-style-type: none"> <li>○ Areas of greatest program strength are in: 1) Nursing Process--analysis, planning and implementation; 2) Human Functioning—growth and development, fluid-gas transport, psychosocial-cultural; 3) Health Alterations—endocrine/metabolic, GI, reproductive, Integumentary/musculoskeletal, nervous/sensory, psychosocial behaviors; 4) Wellness/Illness—health restoration,</li> </ul> </li> </ul>	

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	<p>acute/simple; health restoration, acute/complex; 5) Stages of Maturity—natal, childhood, older adulthood; and Stress, Adaptation and Coping—physiological needs, role functioning</p> <ul style="list-style-type: none"> <li>Areas for program concern are: 1) Human Functioning—nutrition; 2) Health Alterations—cardiovascular; 3) Wellness/Illness—health maintenance; 4) Stress, Adaptation, and Coping—self-concept</li> </ul>	
<b>3.0 ASSOCIATE DEGREE NURSING REPORTS</b>	<p><b>3.0 ASSOCIATE DEGREE NURSING REPORTS</b></p> <p><b><u>3.1 Level I--M. Moore</u></b></p> <ul style="list-style-type: none"> <li><b>RNSG 1209/1105 Introduction to Nursing/Nursing Skills I</b> <ul style="list-style-type: none"> <li>Section-002: 62 students enrolled, 3 drops, 10 not passing, 3 not attending.</li> <li>Section-001: 50 students enrolled, 2 drops, 5 not passing, 1 not attending.</li> <li>Total: 112 attending with 15 not passing.</li> <li>Many of the students not passing could still pass with strong scores on the final exam. Between 95 to 103 students will move on to Level I.</li> </ul> </li> <li><b>RNSG 1331/1362 Principles of Clinical Decision Making.</b> <ul style="list-style-type: none"> <li>Section-001: 58 students were initially enrolled, 5 dropped, 52 are currently attending and 5 are failing after the Module 4 Exam (2 have 69 averages, 1 has a 68 average).</li> <li>Section-002: 51 students were initially enrolled, 1 dropped, 50 are attending and 6 are failing after the Module 4 exam (2 of these have 69 averages).</li> </ul> </li> <li><b>RNSG 1301 Pharmacology</b> <ul style="list-style-type: none"> <li>Section-001: 60 students are attending, 1 dropped. Module 4 exam: A (10); B (14), C (20); D (12); F (5). Adjusted mean-75.53 KR 20-0.80</li> <li>Section-002: 50 students are attending, 1 dropped. Module 4 exam: A (4); B (13); C (17); D (14); F (2). Adjusted mean-73; KR 20-0.74</li> <li>Semester: A (3); B (14); C (24); D (8); F (1); 3 students will definitely will not pass.</li> </ul> </li> </ul> <p><b><u>3.2 Level II--K. Wright</u></b></p> <ul style="list-style-type: none"> <li>No Report</li> </ul> <p><b><u>3.3 Level III--R. Pullen</u></b></p> <ul style="list-style-type: none"> <li>A total of 127 individual students are enrolled among the Level 3 courses.</li> <li>RNSG 1248: 82 enrolled. A total of 6 are not passing going into the final exam.</li> </ul>	

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	<ul style="list-style-type: none"> <li>• RNSG 2201: 93 enrolled. A total of 8 are not passing going into the final exam.</li> <li>• RNSG 2213: 93 enrolled. A total of 5 are not passing between two sections going into the final exam.</li> <li>• A total of 150 students are currently enrolled in Level 3 courses for summer 2011 (1st summer: Pediatrics and Mental Health; 2nd summer: Concepts of Clinical Decision-Making II)</li> </ul> <p><b><u>3.4 Level IV--D. Grove</u></b></p> <ul style="list-style-type: none"> <li>• The total enrollment for Level IV is 94.</li> <li>• <b>RNSG 2231/2262-Advanced Concepts of Adult Health</b> <ul style="list-style-type: none"> <li>◦ Enrollment is 91 and 9 are not passing going into the final.</li> </ul> </li> <li>• <b>RNSG 2221/2263-Management of Client Care</b> <ul style="list-style-type: none"> <li>◦ Enrollment is 90 students and 1 is not passing going into the final. The student failing Management is also failing Critical Care.</li> </ul> </li> <li>• <b>RNSG 1110/2163-Introduction to Community-Based Nursing</b> <ul style="list-style-type: none"> <li>◦ Enrollment is 85 with all passing.</li> </ul> </li> </ul>	
<p><b>4. 0 ADN COMMITTEE REPORTS</b></p>	<p><b><u>4.0 ADN COMMITTEE REPORTS</u></b></p> <p><b><u>4.1 Advisory Committee--Mueller</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Advisory Committee</u></b> -the ADN Advisory Committee met on April 26<sup>th</sup>. Please see attachment for PowerPoint presentation handout. The meeting was well-attended by committee members. Highlights of the meeting included: 1) a presentation of the new clinical education model in the Level III medical-surgical and pediatric courses by Dr. Richard Pullen and Kim Wright, 2) committee discussion about where we go from here with program admission and enrollment, 3) implications of the college fiscal crisis, and 4) implications of The Future of Nursing, Leading Change, Advancing Health report for the ADN program. A conclusion by the committee was that admission to the program should be controlled to maintain enrollment at between 550-600 students. The committee agreed that the program should seek to build partnerships with educational institutions offering RN to BSN programs in order to promote educational mobility for our ADN students.</li> </ul> <p><b><u>4.2 Admission/Progression—Wright</u></b></p> <ul style="list-style-type: none"> <li>• The committee has received 10 letters to review. The committee will meet Thursday and Friday of next week (May 12<sup>th</sup> and 13<sup>th</sup>). Report sheets will be provided so that faculty can complete progression reports for the committee.</li> </ul>	

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	<p><b><u>4.3 Curriculum Committee—Pullen</u></b></p> <ul style="list-style-type: none"> <li>• Our 4th meeting of the semester was April 20, 2011.</li> <li>• The following policies and/or procedures were revised and adopted by committee and sent to faculty electronically last week in preparation for a faculty vote at Faculty Organization meeting: <ul style="list-style-type: none"> <li>○ 1) Guidelines for Immunization Coordinators</li> <li>○ 2) Curriculum Implementation Statement</li> <li>○ 3) Academic Advising Plan</li> <li>○ 4) Student Professional Contract</li> </ul> </li> <li>• <u>Science Course Evaluation</u>: Kerrie Young, in collaboration with Dr. Michael Kopenits and Dr. Nichol Dolby in the Biology Department, have completed an evaluation of the major concepts in Microbiology and Anatomy and Physiology I &amp; II courses in relation to meeting the needs of students in the nursing program. Kerrie prepared a structured table that showcases the content and concepts from these science courses. After close review, it was concluded that students do come to the nursing program with a sound science foundation. Tabatha Mathias, Kelly Savage and Jeanette Embrey also helped with this project.</li> <li>• <u>Dosage and Solution</u>: Revisions to the Dosage and Solution Guidelines were presented based upon the recommendations of a task force spearheaded by D'dee Grove. The revised guidelines and proposal to conduct the exam online was adopted by the Curriculum Committee. The Curriculum Committee recommended adoption of the Dosage and Solution Guidelines and proposal to conduct the exams online to Testing Committee. Testing Committee approved the revision to the guidelines and proposal for online testing and will present a motion to Faculty Organization for approval.</li> <li>• <u>Clinical Portfolio</u>: Task Force met and developed a preliminary outline of what students will include in the portfolio as they progress from one level to the next.</li> </ul>	<p>1) Curriculum Committee entered a motion to approve revisions to the Guidelines for Immunization Coordinators. Jeanette Embrey seconded the motion and it passed with majority vote.</p> <p>2) Curriculum Committee entered a motion to approve the Curriculum Implementation Statement. Jennifer Siess seconded the motion and it passed by majority vote.</p> <p>3) A motion was entered by Curriculum Committee to approve the revised Academic Advising Plan. Jeanette Embrey seconded the motion and it passed by majority vote.</p> <p>4) A motion was entered by Curriculum Committee to approve revised Student Professional Contract. Tabatha Mathias seconded the motion and it passed with majority vote.</p> <p>A motion by the Testing Committee was entered to approved the revised Dosage and Solutions Guidelines and proposal to place the exam online. Denise Hirsch seconded the motion and it carried by majority vote of the faculty.</p>
<p><b>5.0 ADDITIONAL ITEMS</b></p>	<p><b><u>5.0 ADDITIONAL ITEMS</u></b></p> <p><b><u>5.1 2010-2011 ADN SEP—R&amp;PE Committee--Johnson</u></b></p> <ul style="list-style-type: none"> <li>• Verena Johnson asked that the faculty to approve the most recent revisions/updates to the SEP. (The SEP was e-mailed to all ADN faculty for review prior to the faculty meeting.)</li> </ul> <p><b><u>5.2 Pinning Ceremony-Cannon</u></b></p> <ul style="list-style-type: none"> <li>• The Pinning Ceremony is scheduled for Thursday, May 12<sup>th</sup>, at 6:00 pm at the Central Church of Christ. Set-up will begin at 9:00 am that day and volunteers are welcome. Rehearsal will begin promptly at 12:30 pm. Students should arrive by 12:15 pm. Students should report back to the</li> </ul>	<p>R&amp;PE Committee entered a motion to approve the revised/updated SEP. Kelly Savage seconded the approval of the SEP and it passed by majority vote.</p>



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	<p>church by 5:30 pm and faculty should be there by 5:45 pm.</p> <p><b><u>5.3 Other</u></b></p> <ul style="list-style-type: none"> <li>• <b><u>Final Exams</u></b>—Melanie Gray sent a request to ask the faculty to tell students that if they have a conflict between a scheduled general education final exam and a scheduled nursing final exam, they can take it on Thursday, May 12<sup>th</sup> from 1:30 pm-5:00 pm. The latest that a student can begin a test that day is 3:00 pm. Any student that comes after 3:00 pm will have to be rescheduled. Ms. Gray also asked faculty to remind students not to wait around in the open CAI lab after their finals and not to ask other students their grades. Students must also have their AC student ID with the bar code to be able to take a test in either Testing Center.</li> <li>• <b><u>Student Professional Contract</u></b>—Ms. Shadbolt gave the faculty instructions for changing the revised student professional contract in their course manuals. The revised contract is on the J Drive under Nursing.</li> <li>• <b><u>Course Manual Changes</u></b>—Dr. Pullen will review all course manuals for this semester's approved changes prior to their submission to the bookstore for printing for fall semester.</li> </ul>	
<b>6. ADJOURNMENT</b>	<p><b><u>6.0 ADJOURNMENT</u></b></p> <ul style="list-style-type: none"> <li>• The meeting was adjourned at 2:50 pm by faculty consensus.</li> </ul>	

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 Sheryl Mueller, Nursing Division Chair/ADN Program Director

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 Date