

**AMARILLO COLLEGE**

**ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES  
ADN MEETING**

DATE: November 25, 2009

TIME & PLACE: 11:00 a.m. - West Campus Room 108

ATTENDANCE: Present: Lindy Billington, Jan Cannon, Theresa Edwards, Marcia Green, D'dee Grove, Deborah Hall, Paul Hogue, Denise Hirsch, Verena Johnson, Marianne Jones, Tabatha Mathias, Marjeanne Moore, Sheryl Mueller, Phyllis Pastwa, Richard Pullen, Cele Rangel, Kathy Reed, Kelly Savage, Lyndi Shadbolt, Jennifer Siess, Delores Thompson, Rebecca Vincent, Ruth Whitehead, and Kim Wright and Kerrie Young

ABSENT: Susan McClure and Pat Murray

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
<b>1. OPENING REMARKS</b> <b>S. MUELLER</b> Call to Order Approval of Minutes Announcements	<b>1. OPENING REMARKS--S. MUELLER</b> <ul style="list-style-type: none"> <li>▪ Ms. Mueller called the meeting to order at 11:00 a.m.</li> <li>▪ There were no minutes to approve at this meeting.</li> <li>▪ Ms. Mueller thanked Denise Hirsch for arranging the refreshments today.</li> <li>▪ Birthday wishes were offered to those with December birthdays: Cele Rangel (14<sup>th</sup>), Theresa Edwards (15<sup>th</sup>) and Rebecca Vincent (23<sup>rd</sup>)</li> <li>▪ A group faculty picture has been requested by the graduating class of December 2009. Ms. Mueller requested that the faculty stay after the meeting for a few minutes for the group picture.</li> <li>▪ Delores Thompson suggested that the Nursing Caring Heart Award be presented to Glo Hooker-Freese at the ADN Pinning Ceremony in December.</li> </ul> <b>2. DIRECTORS REORT--S. MUELLER</b> <ul style="list-style-type: none"> <li>▪ <u>Advisory Committee Report for Faculty</u>--Advisory Committee met on Tuesday, November 17<sup>th</sup>. Program statistics and updates from the report to the committee are included in the handout being provided. See attachment.</li> <li>▪ <u>Sim Central Executive Committee Report</u>--The Committee met on November 11<sup>th</sup>. Some highlights of the meeting include:               <ul style="list-style-type: none"> <li>○ Sim Central staff would like faculty to review the website periodically.</li> <li>○ Sim Central is now on Facebook and faculty can become fans.</li> <li>○ Faculty need to send a request for spring 2010 dates as soon as possible.</li> </ul> </li> </ul>	After discussion, it was decided by faculty consensus to present this award to Glo.

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	<ul style="list-style-type: none"> <li>○ Sim Central staff emphasized the importance of keeping scheduled appointments in regard to set-up of manikins, staffing, and use of resources at the facility. An amendment to the Sim Central policy for scheduling was made. Cancellations must be made at least 72-hours in advance and confirmed with Sim Central staff.</li> <li>○ Sim Central staff would like for faculty to come to the facility prior to scheduled scenarios to make sure that supplies and equipment are available. John Smoot will be adding a "Requested Supplies" section to the Sim Central template for faculty.</li> <li>○ Sim Central has submitted a proposal to Bell Helicopter for the purchase of a ventilator.</li> <li>○ Faculty can make appointments during December for one-on-one training at Sim Central. Plans are being made to offer a two-hour advanced training session next semester.</li> <li>○ Kim Crowley has requested that faculty provide topics and volunteer to present/participate in the continuing education seminar/workshop at Sim Central in spring 2010.</li> </ul> <ul style="list-style-type: none"> <li>▪ <b><u>BON Information</u></b>-Carolyn Leslie, Richard Pullen and Sheryl Mueller attended the 2009 Tour of Texas-Examination Seminar in Lubbock on November 19<sup>th</sup>. The seminar was conducted by Mark Majek, Director of Operations at the BON. Some highlights of the seminar included:               <ul style="list-style-type: none"> <li>○ The DPS/FBI background check project for accepted and entering nursing students has been continued. This process requires schools of nursing to submit a roster of accepted or newly-admitted students to the BON. These newly-admitted students then receive a FAST PASS from the BON to have fingerscans and the DPS/FBI background check while they are still in the admission or early program entry stage. Students would not have to repeat the DPS/FBI background check again prior to graduation. The BON cannot release the results of the background check to schools of nursing or affiliated clinical agencies. Students who have positive background checks will be required to initiate the declaratory order process by the BON.</li> <li>○ Any individual who has completed the DPS/FBI background check for the BON since March 2009 does not have to repeat the process again. The BON uses a "rap back" procedure for all individuals who have completed the background check to identify and handle criminal offenders already in the system.</li> <li>○ The number one problem with applicants for initial licensure is a failure of the applicant to register with Pearson Vue for the NCLEX exam. A consistent 10% of applicants fail to register prior to graduation. This stops the initial licensure process and delays the</li> </ul> </li> </ul>	

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	<p>issuance of a permit (if eligible) and deeming of the graduate for testing and licensure.</p> <ul style="list-style-type: none"> <li>○ Other problems with initial licensure are that 1) the application is incomplete and 2) the BON has asked for some type of documentation related to the application and receives no response from the applicant.</li> <li>○ Once the BON has received the AOGs from a school of nursing, the staff began deeming the applicants for initial licensure. The application, background check, and registration with Pearson Vue must be in the applicant file at the BON in order for the permit and ATT to be issued. The ATT is e-mailed to the applicant within two hours of an applicant being deemed eligible to test.</li> <li>○ There were 17,000 examinees for licensure last year. This is an increase of 9 -10% from the previous year.</li> <li>○ There is now an application status check for applicants online at the BON website.</li> <li>○ Although the applicant for initial licensure does not have to take and pass the NJE to take the NCLEX, the applicant is required to take and pass the NJE for licensure in Texas. This is another problem that the BON sees with initial licensure of graduates. An online jurisprudence course is available for a fee.</li> <li>○ The fee for application for initial licensure is \$139.00 no matter if the applicant has already completed the DPS/FBI background check or not. The only exception is if the applicant receives a letter from the BON stating something different.</li> <li>○ No letters of recommendation are being required by the BON for applicants at this time, unless the BON specifically asks for letters.</li> <li>○ There will be an online pilot of the AOG process for the May 2010 graduates. This process would eliminate mailing the AOGs after graduation because the process will be completed online at the BON website by the dean/director of a nursing program through a secure access code.</li> <li>○ Palm vein technology is now being used as a secondary method of identification at the NCLEX testing centers. Special accommodations for testing at the testing centers must be approved by the BON (Mark Majek). The request for accommodations must be accompanied by a licensed health professional's assessment of need.</li> <li>○ There is a new scenario at the BON for disciplinary issues of licensees. Individuals will not be subject to disciplinary action for minor issues. There will be no Board order generated, but the licensee will pay a fine. A major issue with licensees is the lack of compliance with continuing competency requirements.</li> <li>○ The process of all renewing licensees completing a DPS/FBI</li> </ul>	

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	<p>background check will be finished within the next two years. There is an 8-15% hit rate on background checks completed by licensees for the BON.</p> <ul style="list-style-type: none"> <li>▪ <b><u>OTHER BON INFORMATION</u></b>--Please review the October 2009 issue of the Texas Board of Nursing Bulletin. There is an article in this issue entitled, "Educators Can Utilize Practice Breakdown Categories" as part of a series of articles about TERCAP, Taxonomy of Error Root Cause Analysis. The Texas BON Bulletin is available at the BON website</li> <li>▪ <b><u>NEW BOOK by the NCSBN</u></b>--We will be ordering the new book, "Nursing Pathways for Patient Safety", for the faculty library. The book examines issues surrounding practice breakdown and provides an introduction to the NCSBN's Practice Breakdown Initiative. There are also actual case studies of practice breakdown included in the book.</li> <li>▪ <b><u>BRAVO TESTING CENTER</u></b>--Steps have been completed to improve testing security in B Building. Privacy screens have been mounted on all computers, the monitors have been lowered by moving them off of the CPUs, and circular security mirrors have been mounted in the ceiling. The security cameras will be installed next week. Please continue to be "a presence" before, during, and after testing in both Bravo and Delta Testing Centers as we enter an "extreme" testing period during the next three weeks.</li> <li>▪ <b><u>JONES HALL</u></b>--Good progress is being made on the construction of Jones Hall. Denise, Khristi, and Sheryl met with Lee Colaw, Dean of IT, on November 24<sup>th</sup>, 2009. He is providing oversight for the technology systems and equipment installation in Jones Hall.</li> </ul>	
<b>3. ASSOCIATE DEGREE NURSING REPORTS</b>	<p><b>3. 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 1331/RNSG1362: Principles of Clinical Decision Making</b> 47 students in section one and 37 students in section two Total-84 students 2 students in the afternoon section of RNSG 1331 have failed clinical Total failing both courses-7</li> <li>▪ <b>RNSG 1209: Introduction to Nursing and RNSG 1105: Nursing Skills I</b> 56 students in section one and 55 students in section two of RNSG 1209 25 are not passing after the last module exam The final exam will be December 9<sup>th</sup> so the information about students eligible to repeat RNSG 1209/1105 will be available by December 10<sup>th</sup>.</li> <li>▪ <b>RNSG1301: Pharmacology</b> Students are doing much better. They will be taking an Evolve test next</li> </ul>	

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	<p>week.</p> <p><b><u>3.2 Level II- K. Wright</u></b></p> <ul style="list-style-type: none"> <li>▪ 98 total students (78 Generic + 20 Transition [including one drop])</li> <li>▪ 71 students are taking both RNSG 1247/1263 and RNSG 1251/1260 <ul style="list-style-type: none"> <li>◦ <b><u>RNSG 1247/1263 Concepts of Clinical Decision Making I</u></b></li> <li>◦ <table border="0"> <tr> <td>Section 1</td><td>Section 2</td><td>Total</td></tr> <tr> <td>A = 2</td><td>A = 2</td><td>A = 4</td></tr> <tr> <td>B = 13</td><td>B = 5</td><td>B = 18</td></tr> <tr> <td>C = 20</td><td>C = 21</td><td>C = 41</td></tr> <tr> <td>D = 3</td><td>D = 8</td><td>D = 11</td></tr> <tr> <td>F = 1</td><td>F = 0</td><td>F = 1</td></tr> <tr> <td>Total 39</td><td>Total 36</td><td>Total 75</td></tr> <tr> <td>89.7% passing</td><td>77.8% passing</td><td>84% passing</td></tr> <tr> <td>10.3% not passing</td><td>22.2% not passing</td><td>16% not passing</td></tr> </table> </li> <li>◦ One student dropped RNSG 1247/1263 (not OB). Another student may drop.</li> <li>◦ <b><u>RNSG 1251/1260 Care of Childbearing Family</u></b></li> <li>◦ <table border="0"> <tr> <td>Section 1</td><td>Section 2</td><td>Total</td></tr> <tr> <td>A = 5</td><td>A = 3</td><td>A = 8</td></tr> <tr> <td>B = 18</td><td>B = 14</td><td>B = 32</td></tr> <tr> <td>C = 15</td><td>C = 16</td><td>C = 31</td></tr> <tr> <td>D = 1</td><td>D = 2</td><td>D = 3</td></tr> <tr> <td>F = 0</td><td>F = 0</td><td>F = 0</td></tr> <tr> <td>Total 39</td><td>Total 35</td><td>Total 74</td></tr> <tr> <td>97 % passing</td><td>94.3% passing</td><td>96% passing</td></tr> <tr> <td>3% not passing</td><td>5.7% not passing</td><td>4% not passing</td></tr> </table> </li> <li>◦ <b><u>RNSG 1115.001 Health Assessment (Paul)</u></b></li> <li>◦ 40 attending; the final was 10.14.09</li> <li>◦ <table border="0"> <tr> <td>Section 1</td><td>Section 2</td><td>Total</td></tr> <tr> <td>Total 26</td><td>Total 14</td><td>40</td></tr> </table> </li> <li>◦ Both sections: A=10, B=27, C=2, F=1 (One student did not turn papers in despite repeated attempts to contact him by Paul)</li> </ul> </li> </ul>	Section 1	Section 2	Total	A = 2	A = 2	A = 4	B = 13	B = 5	B = 18	C = 20	C = 21	C = 41	D = 3	D = 8	D = 11	F = 1	F = 0	F = 1	Total 39	Total 36	Total 75	89.7% passing	77.8% passing	84% passing	10.3% not passing	22.2% not passing	16% not passing	Section 1	Section 2	Total	A = 5	A = 3	A = 8	B = 18	B = 14	B = 32	C = 15	C = 16	C = 31	D = 1	D = 2	D = 3	F = 0	F = 0	F = 0	Total 39	Total 35	Total 74	97 % passing	94.3% passing	96% passing	3% not passing	5.7% not passing	4% not passing	Section 1	Section 2	Total	Total 26	Total 14	40	
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	<ul style="list-style-type: none"> <li>◦ <b><u>RNSG 1115.002 Health Assessment (Verena)</u></b></li> <li>◦ 21 started, (One student dropped due to financial issues and scheduling, Another student dropped and moved to Oklahoma). 19 completed. Final was 10-28-09</li> <li>◦ A=2, B=14, C=3</li> <li>◦ <b><u>RNSG 2307 Transition to Nursing Practice</u></b></li> <li>◦ 22 registered, (One student dropped due to financial issues and scheduling, Another student dropped and moved to Oklahoma), 20 students are attending.</li> <li>◦ A = 1, B = 7, C = 11, D = 1, F = 0 (95% passing, 5% not passing)</li> <li>◦ <b><u>HPRS 2200 Pharmacology for Health Professionals</u></b></li> <li>◦ 21 Transition students started, (One student dropped due to financial issues and scheduling, Another student dropped and moved to Oklahoma).</li> <li>◦ 19 attending, 17 passing (89.5%), two not passing. (10.5%)</li> </ul> <p><b><u>3.3 Level III – R. Pullen</u></b></p> <ul style="list-style-type: none"> <li>▪ Level 3 has a total of 82 students currently enrolled among the 3 courses.</li> <li>▪ 54 students (66%) are passing all courses. However, 28 (34%) are failing one or more courses.</li> <li>▪ <b><u>RNSG 2201/2260 Care of Children &amp; Families</u></b> <ul style="list-style-type: none"> <li>◦ 59 students enrolled.</li> <li>◦ One student recently dropped while failing.</li> <li>◦ 4<sup>th</sup> exam-November 17, 2009.</li> <li>◦ 12 students (20%) failing after 4<sup>th</sup> exam.</li> <li>◦ Specialty Exam is December 1, 2009.</li> </ul> </li> <li>▪ <b><u>RNSG 2213/2161 Mental Health</u></b> <ul style="list-style-type: none"> <li>◦ 54 students enrolled.</li> <li>◦ 19 (35%) failing after second exam.</li> <li>◦ Third exam is today (November 25, 2009).</li> <li>◦ Specialty Exam was November 18, 2009. Students did well on this exam.</li> </ul> </li> <li>▪ <b><u>RNSG 1248/2261 Concepts of Clinical Decision Making II</u></b> <ul style="list-style-type: none"> <li>◦ 51 students enrolled. Eight (15%) are failing after the second exam.</li> <li>◦ Third exam is December 1, 2009.</li> <li>◦ Specialty Exam is November 24, 2009. Students did well on this</li> </ul> </li> </ul>	

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	<p>exam.</p> <p><b>3.4 Level IV – K. Reed</b></p> <ul style="list-style-type: none"> <li>▪ <b>RNSG 2231/2262 –Advanced Concepts of Clinical Decision Making</b> <ul style="list-style-type: none"> <li>◦ 79 enrolled-one dropped and 7 are not passing</li> </ul> </li> <li>▪ <b>RNSG 2221/2263 – Management of Client Care</b> <ul style="list-style-type: none"> <li>◦ 82 enrolled-one dropped and 6 are not passing</li> </ul> </li> <li>▪ <b>RNSG 1110/2163 – Intro. to Community Based Nursing</b> <ul style="list-style-type: none"> <li>◦ 40 enrolled-all are passing</li> </ul> </li> </ul>	
<p><b>4. ADN COMMITTEE REPORTS</b></p>	<p><b>4.ADN COMMITTEE REPORTS</b></p> <p><b>4.1 Admission/Progression--Wright</b></p> <ul style="list-style-type: none"> <li>▪ The committee has received several letters.</li> <li>▪ The committee will meet December 17<sup>th</sup> and 18<sup>th</sup>.</li> </ul> <p><b>4.2 Curriculum – Pullen</b></p> <ul style="list-style-type: none"> <li>▪ Updating policies on medication administration and immunization/TB statements in Student Handbook is under way. <ul style="list-style-type: none"> <li>◦ Committee will review updates in first meeting in spring 2010 and then bring to Faculty Organization.</li> </ul> </li> <li>▪ Staff Development was on November 18, 2009 (presentation by Marcia Green, Tabatha Mathias, and Richard Pullen) on Promoting Student Success. <ul style="list-style-type: none"> <li>◦ Most all faculty members attended.</li> <li>◦ Presentation focused on generating ideas for student success as a result of the Student Survey results from the Nursing Student Success Task Force (formerly known as Retention Task Force).</li> </ul> </li> <li>▪ Denise Hirsch and Richard Pullen presented a Lunch and Learn on November 11, 2009 on diabetes insipidus and syndrome of inappropriate antidiuretic hormone. <ul style="list-style-type: none"> <li>◦ A total of 7 students attended as well as two faculty members. Committee discussed incentives for students to attend these programs since attendance is so low.</li> <li>◦ Committee agreed that the incentive for students to attend should be based upon their desire to understand the content and perform better on exams.</li> <li>◦ No extra points will be given to students who attend Lunch and Learn (unanimously adopted by committee vote).</li> </ul> </li> <li>▪ Nursing Process Task Force is still working away. <ul style="list-style-type: none"> <li>◦ Developing a format that shows progression in the program based upon current evidence in nursing education is in progress.</li> <li>◦ A format and associated guidelines will be presented to committee during the first meeting in spring 2010.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>▪ Committee reviewed NCLEX-RN Reports for the May 2009 graduating class.               <ul style="list-style-type: none"> <li>◦ Areas of concern continue to be endocrine, metabolic, elimination, urinary, and neuro-sensory.</li> <li>◦ A meeting of faculty members who teach in these areas will be assembled in early spring 2010 to develop an action plan to improve student performance on NCLEX in these areas.</li> </ul> </li> <li>▪ Committee reviewed HESI Exit Results (Testing Committee reviewed these in detail) for the fall 2009 graduating class.               <ul style="list-style-type: none"> <li>◦ Class average was 831, which is better than the previous two semesters and slightly higher than the national norm of 823.</li> </ul> </li> </ul> <p><b><u>4.3 Research and Program Effectiveness -Johnson</u></b></p> <ul style="list-style-type: none"> <li>▪ Committee has not met.</li> </ul>	
<p><b>5. ADDITIONAL ITEMS</b></p> <p>Awards for Graduating class</p> <p>NCLEX Team Report</p> <p>Recruitment Task Force Report</p> <p>Nursing Student Success Task Force</p> <p>Evolve REACH Report</p> <p>Other</p>	<p><b>5. ADDITIONAL ITEMS:</b></p> <p><b><u>5.1 December Graduate Awards/Pinning Ceremony</u></b></p> <ul style="list-style-type: none"> <li>▪ Awards for December 2009:               <ul style="list-style-type: none"> <li>◦ Ms Mueller noted that Andrea DeLoach would be the Honor Graduate for the class of December 2009 (GPA-4.0).</li> </ul> </li> <li>▪ Pinning Arrangements:               <ul style="list-style-type: none"> <li>◦ Ruth, Jennifer and Marcia are will shop for pinning on Wednesday.</li> <li>◦ Rehearsal will be on Thursday, December 10<sup>th</sup> at 1:00 p.m. at the Central Church of Christ.</li> <li>◦ Those helping with the reception will meet on Thursday, December 10<sup>th</sup> at 9:00 a.m.</li> <li>◦ The reception will be held in the church foyer/lobby areas.</li> <li>◦ Faculty members reading names and pinning graduates must be at the rehearsal on Wednesday.</li> </ul> </li> </ul> <p><b><u>5.2 NCLEX Team Report--Reed</u></b></p> <ul style="list-style-type: none"> <li>▪ NCLEX Teams have been determined. An assigned Level IV faculty member will mentor approximately 9 to 10 students.               <ul style="list-style-type: none"> <li>◦ All assigned faculty members are in the process of contacting the students on their teams through MyAC.</li> <li>◦ There will be a graduate-only meeting to discuss NCLEX Success on Wednesday, December 2<sup>nd</sup> in WCLH-B from 9:00 am to 10:30 am.</li> </ul> </li> </ul> <p><b><u>5.3 Recruitment Task Force Report-Cannon</u></b></p> <ul style="list-style-type: none"> <li>▪ There are no more meetings scheduled. The Generic Advising Sessions were attended by 275 potential applicants, and the Transition Sessions were attended by 45 potential applicants.</li> </ul>	<p>After entertaining nominations for Outstanding Major and Clinical Awards, the faculty voted to select Savannah Tucek as the Outstanding Major for the December 2009 graduating class and voted to give the Clinical Awards to Linda Pullium and Salvadore Guerrero.</p> <p>Ms Mueller recognized and thanked the Recruitment Task Force for their work in helping the program achieve enrollment goals.</p>

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6.ADJOURNMENT	<p><b><u>5.4 Nursing Student Success Task Force--Pullen</u></b></p> <ul style="list-style-type: none"> <li>▪ TF had a brainstorming session with faculty members in both ADN and VN programs in the form of a Staff Development on November 18, 2009.               <ul style="list-style-type: none"> <li>◦ Some good ideas were generated.</li> <li>◦ Richard Pullen sent a summary of these ideas to all faculty members within the last few days.</li> <li>◦ He also sent a comprehensive list of TF recommendations to promote student success to all faculty members.</li> <li>◦ These recommendations and associated rationales were developed by the TF in spring 2009 and initially presented to Faculty Organization that same semester.</li> <li>◦ The Student Survey will be repeated this fall and links have been sent to faculty to send to their students.</li> <li>◦ TF is also having the VN students complete the survey to have a more global look at student perceptions of the teaching and learning experience in the Nursing Division.</li> </ul> </li> <li>▪ Debby Hall is spearheading the development of a Student Success Video with Don Abel from KACV television at AC.               <ul style="list-style-type: none"> <li>◦ The project will be a work in progress through the spring 2010 semester and possibly through summer 2010.</li> </ul> </li> </ul> <p><b><u>5.5 Evolve REACH Report—Johnson</u></b></p> <ul style="list-style-type: none"> <li>▪ The Evolve NCLEX-RN live review will be on December 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>.</li> <li>▪ A second HESI Exit Exam (Version 2) is schedule for December 17<sup>th</sup>. This is an opportunity for graduates to see where they are before taking the NCLEX-RN Exam.</li> <li>▪ Many students have expressed that they like the Evolve case studies.</li> <li>▪ Faculty members need to communicate with Melanie about make-up exams.</li> <li>▪ A better procedure needs to be worked out for getting the access codes to Melanie.</li> </ul> <p><b><u>5.6 Other</u></b></p> <ul style="list-style-type: none"> <li>▪ Report on the JET Scholarship               <ul style="list-style-type: none"> <li>◦ Students must fill out the online form and submit it by 12-1-09.</li> </ul> </li> <li>▪ The Scholarship Committee meeting is scheduled for 11-30-09 at 3:00 p.m. There are limited AC Foundation funds available. There will be some THECB funds available for ADN student scholarships in the spring 2010 semester.</li> </ul> <p><b>6. ADJOURNMENT</b></p> <ul style="list-style-type: none"> <li>▪ The meeting was adjourned at 12:05 p.m.</li> </ul>	