

**AMARILLO COLLEGE  
ASSOCIATE DEGREE NURSING FACULTY COMMITTEE MINUTES  
ANNUAL MEETING**

DATE: August 23, 2007

TIME & PLACE: 9:00 a.m. - West Campus Building A, Room 206

ATTENDANCE: Present: - Jan Cannon, Theresa Edwards, Sandy Fricks, Marcia Green, D'dee Grove, Paul Hogue, Denise Hirsch, Verena Johnson, Marianne Jones, Susan McClure, Marjeanne Moore, Sheryl Mueller, Pat Murray, Richard Pullen, Kathy Reed, Lyndi Shadbolt, Delores Thompson, Ruth Whitehead and Kim Wright.

ABSENT: Melanie Gray, Cele Rangel

AGENDA: See Attached.

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<b>1. ASSOCIATE DEGREE NURSING PROGRAM DIRECTOR REPORT</b>	<b>1.1 PROGRAM DIRECTOR – MUELLER</b> <ul style="list-style-type: none"> <li>▪ Ms. Mueller called the meeting to order at 9:00 a.m.</li> <li>▪ The minutes from the May 2<sup>nd</sup> A. D. N. Faculty Meeting were presented for approval.</li> <li>▪ Ms. Mueller reminded all committees and levels that Goals and Objectives for the next academic year should be submitted to Jeanetta as soon as possible.</li> <li>▪ Over the summer, Richard Pullen reviewed all the division/committee notebooks for currency and completeness. Most of these notebooks were up-to-date, but previous committee chairs have been notified about any deficits that were identified.</li> <li>▪ Ms. Mueller announced that Dr. Pullen will be attending a NLNAC self-study seminar in Palm Springs in October. This seminar will introduce the new accreditation standards and criteria that this program will likely use for re-accreditation in 2011.</li> <li>▪ A summary of the fall 2007 cohort admitted to the generic A.D.N. Program was presented and discussed with the faculty. Only 47% of the students who applied for admission in fall 2007 were accepted for admission. Please see the attached handout.</li> <li>▪ An update of the A. D. N. and V. N. Program enrollment was presented by Ms. Mueller. See the attached handout.</li> <li>▪ First-time pass rates for the Associate Degree Nursing Program for the last AY were also presented. See the attached handout. The May 2007 graduating class was subject to the new NCSBN higher passing standard for the NCLEX-RN Exam. Strategies for student success should be an on-going topic of discussion during this next academic year.</li> <li>▪ Ms. Mueller reported that the faculty and clinical teaching assistant (CTA) assignments will be distributed by the Team Coordinators in the team meetings this week.</li> <li>▪ The Governor has signed into law a new bill which affects the Tuition Exemption Program for Clinical Preceptors and their Children. Eligible clinical preceptors and their children can now claim tuition exemptions at institutions of higher learning for up to two academic terms beyond the academic term in which the preceptor actually served as a preceptor. It is important to carefully track clinical</li> </ul>	A motion was made by Kathy Reed and seconded by Verena Johnson to approve the May 2 <sup>nd</sup> minutes as written. Motion passed.

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>preceptor agreements because of the potential financial liability to Amarillo College as a result of the tuition exemption program. All preceptor agreements are valid for one academic term only. All clinical preceptor agreements used prior to fall 2007 are now void and new agreements must be generated for any clinical preceptors used during the fall 2007 semester. A "Policy for Use of Clinical Preceptors and Precepted Experiences" and "Guidelines for Faculty Management of Precepted Clinical Experiences" will be e-mailed to faculty for review, discussion/revision, and approval at the next faculty meeting.</p> <ul style="list-style-type: none"> <li>▪ The Student Handbook has been edited and revised. Each faculty member has been provided with a printed copy of the 2007-2008 updated handbook.</li> <li>▪ Both the faculty and student handbooks will be on-line as soon as all the components to make this possible are in place.</li> </ul>	
<b>2. ASSOCIATE DEGREE NURSING REPORTS</b>	<p><b>2. ASSOCIATE DEGREE NURSING REPORTS</b></p> <p><b><u>2.1 Level I - M. Moore</u></b></p> <ul style="list-style-type: none"> <li>▪ The team meeting will be August 23<sup>rd</sup> at 12:30 in WCA 206.</li> <li>▪ <b>RNSG 1331/RNSG 1362</b> No report given</li> <li>▪ <b>Introduction to Nursing</b> No report given</li> <li>▪ <b>Pharmacology 1301</b> No report given</li> </ul> <p><b><u>2.2 Level II- S. Fricks</u></b></p> <ul style="list-style-type: none"> <li>▪ The team meeting will be August 23<sup>rd</sup> at 2:30 in WCA 206.</li> <li>▪ <b>M/S RNSG 1247/RNSG 1263</b> No report given</li> <li>▪ <b>OB RNSG 1251/RNSG 1260</b> No report given</li> <li>▪ <b>Transition- RNSG 2307</b> No report given</li> <li>▪ <b>RNSG 1115 (Wednesday Section) Paul Hogue</b> No report given</li> <li>▪ <b>RNSG 1115 (Web Section) Richard Pullen</b> No report given</li> </ul> <p><b><u>2.3 Level III – R. Pullen</u></b></p> <ul style="list-style-type: none"> <li>▪ The team meeting will be on August 23<sup>rd</sup> at 1:30 in WCA 206.</li> <li>▪ <b>RNSG 2201/2260 Care of Children &amp; Families-</b> No report given</li> <li>▪ <b>RNSG 2213/2161 Mental Health -</b> No report given</li> </ul>	

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	<ul style="list-style-type: none"> <li>▪ <b>RNSG 1248/2261- Concepts of Clinical Decision Making II</b> No report given</li> </ul> <p><b><u>2.4 Level IV – K. Reed</u></b></p> <ul style="list-style-type: none"> <li>▪ The team meeting will be on August 23<sup>rd</sup> at 12:00 at Applebee's.</li> <li>▪ <b>RNSG 2231/2262 –Advanced Concepts of Adult Health</b> No report given</li> <li>▪ <b>RNSG 2221/2263 – Management of Client Care</b> No report given</li> <li>▪ <b>RNSG 1110/2163 – Introduction To Community Based Nursing</b> No report given</li> </ul>	
<b>3. ADN COMMITTEE REPORTS</b>	<p><b>3. ADN COMMITTEE REPORTS</b></p> <p><b>3.1 <u>Admission/Progression – M. Moore</u></b></p> <ul style="list-style-type: none"> <li>▪ The committee will meet on Friday, August 24<sup>th</sup> at 1:30 p.m. in room 105.</li> </ul> <p><b>3.2 <u>Curriculum – Jan Cannon</u></b></p> <ul style="list-style-type: none"> <li>▪ The committee will be reviewing goals and objectives and program information at the first meeting.</li> </ul> <p><b>3.3 <u>Research and Program Effectiveness – R. Pullen</u></b></p> <ul style="list-style-type: none"> <li>▪ The Systematic Plan of Evaluation has been updated and is on the J drive.</li> </ul>	
<b>4. ADDITIONAL ITEMS:</b>	<p><b><u>4. ADDITIONAL ITEMS</u></b></p> <ul style="list-style-type: none"> <li>▪ No additional items</li> </ul>	
<b>5. ADJOURNMENT</b>	<p><b>5. ADJOURNMENT</b></p> <ul style="list-style-type: none"> <li>▪ The meeting was adjourned at 9:20 a.m.</li> </ul>	

Jeanetta Smiley, Recording Secretary

Date

Sheryl Mueller, Nursing Division Chair/A.D.N. Program Director

Date