

AMARILLO COLLEGE

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

DATE: April 30, 2008

TIME & PLACE: 1:30 p.m. - West Campus, Building A, Room 108

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

ABSENT: Susan McClure, Cele Rangel

AGENDA: See Attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
Call to Order Texas BON Approval/ 2007 NCLEX-RN Exam Pass Rate December 2007 NCLEX-RN Exam Pass Rate Program Analysis and Planning: Session II Clinical Simulation Center	<ol style="list-style-type: none"> Call to Order <ul style="list-style-type: none"> Ms. Mueller called the meeting to order at 1:42 p.m. Report from the A.D.N. Program Director – S. Mueller <ul style="list-style-type: none"> Ms. Mueller announced that based on the 2007 Program Information Survey and Compliance Audit and the 2007 NCLEX-RN exam pass rate, the A.D.N. Program received continued full approval with a commendation at the April 17-18, 2008 Texas BON meeting. The commendation was issued for a graduate pass rate of 91.54% on the NCLEX-RN for the 2007 examination year. See the attached letter from the Texas BON. Ms. Mueller stressed that the official second quarter NCLEX-RN Exam results which include the December 2007 graduating class are not yet available from the BON. We are relatively sure by monitoring permits and licenses as well as talking to graduates that eleven of the 58 graduates have not passed the NCLEX-RN exam on the first attempt as noted at the Program Analysis and Planning Session on March 4th. A second session for Program Analysis and Planning was held on April 1st. The purpose of the second session was to identify specific plans for implementation of the program improvement strategies identified in the first session on March 4th and designate responsible individuals or groups and target dates for implementation or completion of the improvement strategies identified. See the attached faculty handouts. It is anticipated that a temporary clinical simulation center, housed in the Texas Tech Building on Wallace Boulevard will open in September. Some of 	<p>Ms. Mueller will e-mail the A.D.N. faculty when the official report is available with information about the December 2007 NCLEX-RN pass rate.</p> <p>Some of the strategies for enhancing NCLEX-RN exam preparation with students will be implemented this spring. A Level IV NCLEX-RN Team has already been formed to promote NCLEX-RN success with the May 2008 graduates.</p>

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<p>Nursing and Dental Health Center Building Plan</p> <p>New Faculty</p> <p>Enrollment for Fall 2008 Introduction Semester</p>	<p>the available space in that building will be renovated for the clinical simulation lab and office space. Texas Tech has already ordered some simulation equipment, and a director and technology assistant are expected to be hired soon. The three alliance partners, AC, Texas Tech, and WTAMU, are scheduled to sign a MOU in the next few weeks, and the formal inter-local agreement is under consideration by the attorneys of the three alliance partners. Amarillo Area Foundation has been asked to provide the first 15 months of operating expenses for the Center. The ultimate vision, however, is for a simulation hospital with 30,000 square feet of space dedicated to interdisciplinary clinical simulation located on the Texas Tech campus at a building cost of \$10-12 million.</p> <ul style="list-style-type: none"> ▪ The building program for the new Nursing and Dental Health Center is nearing completion. The building program provides the design team a working plan and lists the space and adjacency requirements within the new building. The architects will develop the actual building designs or blueprints from the building program. Construction on the new building is anticipated to begin in late 2008, but the building will not be ready for occupancy until fall 2010. ▪ Ms. Mueller and Dr. Pullen met with Dr. Jones, Dr. Matney, and Dr. Johnson at Dr. Jones' request to discuss the implications of meeting the Nursing the Numbers Grant outcome, in which AC indicated that the college would hire six of the individuals graduating from the accelerated RN-MSN programs. Dr. Jones agreed to support creating these six new A.D.N. faculty positions with the members of the Board of Regents. The six additional faculty salaries must be included in the 2008-09 budget, so it is vital that the A.D.N. Program meet enrollment targets for fall 2008 and spring 2009. ▪ Applications for admission into the fall 2008 Introduction to Nursing class are below the target enrollment growth number of 100 generic students. This is primarily due to students not scoring well enough on the HESI A2 Exam to be eligible to apply for admission. As of April 29th, 184 generic students have taken the A2 Exam, but only 89 students or 48% have passed. As of 1:00 pm today, we only have 75 applications for fall. Dr. Jones and Dr. Matney have been made aware of this situation as well as the fact that we did not meet our admission target goal for spring 2008. Ms. Mueller presented a plan to schedule summer Advising Sessions and open an unprecedented summer admission period in order to meet the enrollment growth number in the fall Introduction class. As per Dr. Jones' instructions, this will be advertised extensively, and it will be conveyed as an opportunity for students to enter the A.D.N. Program as a result of increased enrollment in the program. We will advertise that an additional 25-30 slots for Introduction to Nursing are available. The HESI A2 Exam will be administered during the summer admission period, and those students who took the exam in spring unsuccessfully may take the exam again this summer. Per Dr. Jones and Dr. 	<p>A copy of the building program will be placed in WCA-112 for faculty review or faculty may review a copy in the Nursing Division Office.</p>

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<p>Transition Enrollment</p> <p>On-line Course Offering Forms</p> <p>MEDS Fees</p> <p>Other Announcements</p>	<p>Matney's instructions, the policy that the HESI A2 Exam may be taken only once per admission period will be re-examined by the A&P Committee and then by the faculty this fall. The suggestion by Dr. Jones and Dr. Matney is that students be allowed to take the exam twice per application period. Ms. Mueller also noted that with the enrollment increases targeted in the next several years, faculty should be not advising students to complete all the general education courses before applying for admission. Students should be encouraged to apply for admission if eligible by HESI A2 Exam scores and other program requirements.</p> <ul style="list-style-type: none"> ▪ The number of applications submitted for Transition to Nursing Practice for the fall 2008 semester is less than anticipated as well. However, the application period for Transition is open until July 31, 2008. So far, 40 potential applicants for Transition have taken the HESI A2 Exam, but only 27 individuals (67.5%) are eligible to apply for admission. There will not be any additional Advising Sessions for Transition students this summer. Only those individuals who attended an Advising Session during the spring 2008 or fall 2007 semesters, but did not take the HESI A2 Exam (or attempted the exam in the fall, but did not attempt it during the spring) will be eligible to take the HESI A2 Exam during the summer. ▪ Ms. Mueller reminded faculty that it is critical to submit Online Course Offering Forms by the designated deadlines. This is an individual faculty responsibility for any faculty member who is the instructor of record in a classroom or clinical course. This process did not go smoothly for summer and fall classes this spring. Holly Hicks, who coordinates this process in the Registrar's office, also asked that nursing faculty be reminded that it is very important to provide the correct synonym for the correct term when submitting the form. Some submitted forms still had the spring term on them instead of summer or fall.term. ▪ MEDS TCS fees for students will be increasing to \$90.00/semester beginning this fall. This may generate some complaints, but it is part of the agreement with MEDS for services. Summer MEDS TCS fees will be \$29.00 this summer, but this fee will increase next summer to \$36.00. ▪ The Nursing Division has received two thank-you notes. One of these notes is from Marcia Green and the other is from Sarah Williamson. ▪ Dr. Jones will be presented the Caring Heart Award during the May 2008 A.D.N. Pinning Ceremony. He will be recognized for his unfailing support of nursing at the college and in the community during the last five years and for his active role in the successful bond election to secure the physical space necessary for expansion of the A.D.N. Program. ▪ A floor plan for the Central Church of Christ is available. See Ruth Whitehead for a copy prior to the Pinning Ceremony. ▪ This will be Sandy Fricks' last faculty meeting. Ms. Mueller wished her a happy and productive retirement. 	<p>Ms. Mueller will request that the HESI A2 Exam policy be re-examined by the A&P Committee at the first meeting in the fall 2008 semester.</p>

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Indianapolis Conference	<ul style="list-style-type: none"> Ms. Mueller recently attended a conference in Indianapolis, entitled “Rebuilding Your Nursing Curriculum”. The keynote speaker at the conference brought two books to the stage, <u>Teaching Evidence-Based Practice in Nursing</u> by Levin and Feldman and <u>Teaching IOM: Implications of the Institute of Medicine Reports for Nursing Education</u> by Findelman and Kenner. The speaker told the audience that all nursing faculty in all types of educational programs need to read and use these books to begin the process of rebuilding a curriculum. Curriculum Committee members have already been provided these books at program expense to read. Ms. Mueller invited other faculty members who would like to read these books to contact her by e-mail, so that copies can be ordered during the summer. 	
ASSOCIATE DEGREE NURSING REPORTS	<p>3. ASSOCIATE DEGREE NURSING REPORTS</p> <p><u>3.1 Level I - M. Moore</u></p> <ul style="list-style-type: none"> Introduction to Nursing 71 students enrolled; 8 are not passing. Possibly 63 – 65 will go to Level I. M/S: RNSG 1331-1362 72 students enrolled; 7 have withdrawn and 11 are not passing. Pharmacology 1301 69 students enrolled; 7 have withdrawn and 4 are not passing. <p><u>3.2 Level II- S. Fricks</u></p> <ul style="list-style-type: none"> M/S I: RNSG 1247/RNSG 1263 63 attending; 2 have withdrawn and 16 are not passing (11 D's). OB RNSG 1251/RNSG 1260- 63 attending; 10 not passing (9 D's). Transition- RNSG 2307 All 14 are passing. RNSG 1115 (Wednesday Section) Paul Hogue Section complete. 52 enrolled; 1 withdrawal; 51 passed. RNSG 1115 (Web Section) Richard Pullen Section complete. 23 enrolled; 1 failure; 22 passed. <p><u>3.3 Level III – R. Pullen</u></p> <ul style="list-style-type: none"> RNSG 2201/2260 Care of Children & Families- 58 students are enrolled; 8 dropped (7 not passing); 10 students are not passing going into the final (8 avg between 67– 69). RNSG 2213/2161 Mental Health 66 students are enrolled; 26 are not passing going into the final (13 avg. between 67– 69). RNSG 1248/2261 Concepts of Clinical Decision Making II 63 students are currently enrolled; 2 dropped and 16 are not passing going 	

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	<p>into the final (12 avg. between 67– 69).</p> <p>3.4 Level IV – K. Reed</p> <ul style="list-style-type: none"> ▪ RNSG 2231/2262 –Advanced Concepts of Clinical Decision Making 83 students are currently enrolled with 15 not passing (next exam 4/30/08). ▪ RNSG 2221/2263 – Management of Client Care 76 students are currently enrolled; 3 have withdrawn. There are about 70 potential graduates. ▪ RNSG 1110/2163 – Intro. to Community Based Nursing 68 students are enrolled, and all the students are passing. 	
<p>ADN COMMITTEE REPORTS</p> <p>Booklist</p> <p>Supplemental Text Books</p> <p>HESI Exit Exam Report</p> <p>Jan Cannon – CTNE Conference, Memphis, TN</p> <p>Student Handbook</p>	<p>4.ADN COMMITTEE REPORTS</p> <p>4.1 Admission/Progression – M. Moore</p> <ul style="list-style-type: none"> ▪ The committee will be meeting on Monday, May 5th, at 9:00 am. A meeting time for Friday, May 9th, will be determined at that time. <p>4.2 Curriculum – J. Cannon</p> <ul style="list-style-type: none"> ▪ The committee met on April 26th ▪ A final copy of the booklist was sent to the bookstore. Faculty should have received a copy from Paula to use as a reference when putting together their course manuals. ▪ The Curriculum Committee agreed to adopt two new supplemental texts for Level I and approved adoption of new lab/diagnostic book as well as a new care plan/nursing diagnosis book ▪ The committee reviewed the HESI Exit Exam report. The NCLEX-RN Program Reports are not available so the committee will review these during the first Curriculum Committee meeting in the fall. ▪ Ms. Cannon gave a brief report about the CTNE Conference in Memphis, TN during March. She handed out an outline of curriculum suggestions from Linda Caputi, a curriculum expert, for the members present. Faculty not present will be given a copy during Faculty meeting. Ms. Cannon also created and reviewed a list of suggestions for faculty consideration based on curriculum concerns voiced at committee meetings, and the suggestions made by Linda Caputi and other experts at the CTNE Conference in Memphis. ▪ Curriculum Committee adopted changes to the Student Handbook at the April meeting and is now bringing these changes for approval by the faculty. These changes align the information in the Student Handbook with the information provided at the Advising Sessions, add “collusion” and “plagiarism” to the Student Handbook Glossary, revise Clinical Policy #6, concerning Breaks and Mealtime, revise Clinical Policy #16, concerning Telephone on the Unit, and make a few editorial changes. See the attachment. 	<p>Ruth Whitehead voiced a concern about the reference to smoking in Clinical Policy #6 and the proposed change to the policy. After discussion, the group consensus was to table the changes to Clinical Policy #6 until next semester to see how the smoking issue that is on the ballot for the May elections is decided.</p>

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Course Manual Guidelines	<ul style="list-style-type: none"> Curriculum Committee also adopted a change to the Course Manual Guidelines and is bringing this revision for approval by the faculty. The change proposed includes the addition of a Civility Statement, which will be added under #11, Behavioral Expectations/Classroom Rules in the Course Manual Guidelines. 	<p>A motion was entered from Curriculum Committee to accept the proposed changes to the Student Handbook with the exception of Clinical Policy #6. Richard Pullen seconded the motion. 15 voted in favor of approval and one voted in opposition. The proposed changes in the Student Handbook, with the exception of Clinical Policy #6, will be implemented in the fall 2008 semester.</p> <p>A motion was entered from Curriculum Committee to accept the proposed change to the Course Manual Guidelines. Richard Pullen seconded the motion. All 16 faculty members present voted in favor of addition of the Civility Statement to the Course Manual Guidelines to be implemented in the fall 2008 semester.</p>
Clinical Warnings	<p><u>4.3 Research and Program Effectiveness – D. Grove</u></p> <ul style="list-style-type: none"> The committee reviewed Clinical Warnings and made no changes. The committee will be reviewing the CPEC during the fall semester. The committee is reviewing MEDS data concerning student use of the TCS. 	
A.D.N. Blueprint Form Guidelines	<p>5. OTHER COMMITTEE BUSINESS</p> <p><u>5.1 Testing – R Pullen</u></p> <ul style="list-style-type: none"> Testing Committee met April 9th. Work is continuing on the User Technology Handbook. HESI results were also reviewed as well as Jan Cannon's revised testing items. Further revisions were made to the A.D.N. Blueprint Form Guidelines. The significant changes made in the Guidelines are to provide a very structured step-by-step process of preparing a blueprint, posting a blueprint, developing a test from a blueprint, and maintaining a blueprint for record-keeping purposes. An example of a blueprint that has been prepared has also been attached to the revised Guidelines. Testing Committee is bringing these revised Guidelines to the faculty for a vote. Committee sent an e-mail to all 	<p>A motion was entered from the Testing Committee to accept the proposed revisions to the A.D.N. Blueprint Form Guidelines. Delores Thompson seconded the motion. All 16 faculty members were in favor of the revisions with grammatical changes. The changes to the A.D.N. Blueprint Form Guidelines passed by a majority vote with the grammatical correction and will be implemented in the fall 2008 semester.</p>

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Pinning New and Old SNA Officer Luncheon SNA By-laws Fund Request from Student Activities Pinning – Final Arrangements and Rehearsal Clinical Award	<p>A.D.N. faculty members last week and also a copy of the current Guidelines and proposed revised Guidelines to review in advance of this meeting.</p> <p>5.2 Student Activities/SNA – J Cannon/R Whitehead</p> <ul style="list-style-type: none"> ▪ The committee met April 29th. ▪ Student Activities Committee has met with the Pinning Committee weekly and will meet with them one last time on Tuesday after last final exam to finish up. ▪ The old and new SNA officers will be meeting on May 12th at 12:00 for lunch. This will be a time for the old officers to make suggestions and answer any questions the new officers may have. We will also swear in the new officers at this time. The new officers with the help of our past officers will plan the calendar for 2008-2009. ▪ Student Activities is looking over the new draft of the SNA By-laws. Final changes to those will be made and brought to Faculty for approval at the first fall 2008 Faculty Meeting. ▪ The request for funds will be sent to the Student Activities Committee for the 2008-2009 academic year by May 1st. Funds requested are to help supplement the cost of Pinning and for two students and one faculty member to travel to Nashville upon the final approval from Ms. Mueller. <p>6. ADDITIONAL ITEMS/ANNOUNCEMENTS</p> <p>6.1 Pinning</p> <ul style="list-style-type: none"> ▪ Planning arrangements for the pinning ceremony are proceeding well. Ruth Whitehead and Marianne Jones have been to the Central Church of Christ to coordinate the pinning reception in the Fellowship Hall. A group of Marines will be assisting again this year with escorting the graduates and faculty during the ceremony. A Marine Color Guard has specifically been requested. Caleb McCutchan, former graduate, will be the pianist for the Pinning Ceremony this semester. Rehearsal is scheduled for Thursday, May 8, at 1:00 p.m. in the Central Church of Christ Auditorium. Faculty volunteers are still needed to help with set-up for the reception on Thursday morning at 9:30 am. <p>6.2 Clinical Award</p> <ul style="list-style-type: none"> ▪ Nominees for the one remaining Clinical Award are Leandra Lister, Josh Bailey, Katie Kersh, Jennifer Levens, Brittney Sessions, and Renee Cook. 	<p>Josh Bailey was selected to receive the second clinical award from the May 2008 graduating class.</p>
ADJOURNMENT	<p>5. ADJOURNMENT</p> <ul style="list-style-type: none"> ▪ The meeting was adjourned at the consensus of the faculty present at 3:18 p.m. 	