

**AMARILLO COLLEGE  
NURSING DIVISION FACULTY ORGANIZATION MINUTES**

DATE: September 22, 2009

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

ATTENDANCE: Present: - Lindy Billington, LaVon Barrett, Jan Cannon, Angela Downs, Ginny Coppock, Theresa Edwards, Jeanette Embrey, Marcia Green, D'dee Grove, Deborah Hall, Carol Hergert, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Tabatha Mathias, Liz Matos, Debbie Carey, Khristi McKelvy, Marjeanne Moore, Sheryl Mueller, Pat Murray, Phyllis Pastwa, Richard Pullen, Tamara Rhodes, Kelly Savage, Lyndi Shadbolt, Jennifer Siess, Teresa Smoot, Tammie Tabor, Rebecca Vincent, Ruth Whitehead, Kim Wright, Kerrie Young, Mona Yarbrough, Carolyn Leslie and Student Representatives: Lindsey Brooks and Jolene Barber.

ABSENT: Melanie Gray, Susan McClure

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 1:40 p.m.</li> <li>Ms. Mueller called for approval of the minutes from the Nursing Division Faculty Organization meeting on August 19, 2010 and the ADN Faculty Annual Meeting on August 19, 2010.</li> <li>Birthday wishes were offered to those celebrating birthdays during the months of September and October –Toni Sargent (September 5<sup>th</sup>), Carol Hergert (September 13<sup>th</sup>), Kerrie Young (September 18<sup>th</sup>), Kathy Reed (September 22<sup>nd</sup>), Tammy Tabor (October 17<sup>th</sup>), Marjeanne Moore (October 19<sup>th</sup>), Khristi McKelvy (October 30<sup>th</sup>) and Carolyn Leslie (October 31<sup>st</sup>).</li> <li>Ms. Mueller extended a thank you to all the faculty members who worked on Saturday, August 21<sup>st</sup>, to get the NRC ready for the return of students on August 23<sup>rd</sup>—Paul, Marianne, Jeanette, Marcia, Pat, Jan, Ruth, Jennifer, Mona, Carol, Kelly, Khristi, Verena, Denise, and LaVon.</li> </ul> <b>2. REPORT FROM DIVISION CHAIR</b> <ul style="list-style-type: none"> <li><b>Jones Hall Update</b>—The fire alarm system is currently being installed. It is anticipated to be completed and functional by the mid-part of next week. The telephone system is still operating in a reduced mode. On-campus call functionality is satisfactory, but off-campus calls are still being routed to Ask AC. Seven-digit dialing from off-campus may be available at the end of the week. The installation of the new telephone switch for Jones Hall is anticipated to be mid-October to early November. The office furniture for Jones Hall has been ordered and is supposed to be available in mid-October. The requested bulletin boards have been ordered and will be installed soon. All keys and key cards should be available now. Bruce Cotgreave has advised that there will be some additional receptacles placed outside of the East doors for smokers to dispose of smoking waste.</li> <li><b>Jones Hall Dedication</b>—The Jones Hall dedication ceremony will be Wednesday, September 29<sup>th</sup>, at 4:00 p.m. The dedication will take place on the East side of the building. Parking will be blocked off in the spaces in front of the East door. Invitations were sent out in large quantities,</li> </ul>	<p>Dr. Pullen made a motion to accept the Nursing Division Faculty Organization minutes and Kelly Savage seconded the motion. The minutes were approved by majority vote.</p> <p>Kelly Savage made a motion to accept the ADN Faculty Annual Meeting minutes and Carol Hergert seconded the motion. The motion carried by majority vote.</p> <p>Smoking issues outside of Jones Hall should be addressed with the Faculty Senate and/or Student Government Association.</p>
<b>2. REPORT FROM DIVISION CHAIR - S Mueller</b>		

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	<p>so it is expected that many will attend the ceremony both from the college and community. Dr. Matney will make a few comments as well as Prenis Williams, AC BOR Chair, John Hicks, BOR member, and possibly the Jones' family. There will be some additional brief remarks from members of the community and college. The highlight of the ceremony will be the ribbon cutting by two nursing and two dental students. After the ceremony, there will be refreshments served on the second floor and tours of the building conducted by students and faculty who have volunteered to do so.</p> <ul style="list-style-type: none"> <li>• <b>Media Requests for Interviews</b>—Please remember to contact College Relations before submitting to an interview by an external (not the AC Ranger or KACV FM radio station) for-profit media source.</li> <li>• <b>THECB Visit</b>—Donna Carlin, Assistant Director of Academic Research and Grants Programs, and Donna Woodard, Program Director of Career Technical Programs, at the THECB will be at AC for a Perkins Site Visit on September 22<sup>nd</sup> and 23<sup>rd</sup>. On September 23<sup>rd</sup>, these site visitors will be on West Campus from 2:00 pm to 5:30 pm for program tours and interviews. They will be in Jones Hall for a tour of the Nursing Division from 2:30 pm to 3:00 pm.</li> <li>• <b>Perkins Allocation for Nursing Division Equipment and Travel 2010-11</b>—The Nursing Division has received funds for \$95,556 in the Perkins Basic Grant award for requested equipment. This approved request included Noelle S576 with Premie Hal for \$38,450 and a simulated medication dispensing system for \$18,995. Some other significant items in the approved equipment list are 5 Nurse Kelly manikins, a MegaCode Kelly manikin, and a Nursing Kid. An award of \$2,000 was approved for division chair travel to the meetings of the Texas Association of Deans and Directors of Professional Nursing Programs (TADDPNP) this fall and next spring in Austin and the VN Coordinator travel to the Texas Association of Vocational Nursing Educators in Austin this fall.</li> <li>• <b>Health Sciences SSS Grant</b>—The DOE has awarded \$199,660 per year for five years to AC to establish the Health Sciences SSS (Student Support Services) Program at West Campus. These grant funds will provide student support services, such as SI, tutoring, etc. to a minimum of 120 Allied Health and Nursing majors. This support targets low-income, first-generation and disabled students. The project coordinator for Health Sciences position has been posted, and efforts have already begun to identify space and resources in Building A for project offices, a conference room and a computer lab.</li> <li>• <b>School Violence Prevention Workshop</b>—The West Campus School Violence Prevention Workshop is scheduled for Thursday, October 21<sup>st</sup>, from 8:30 am to 12:00 pm. Patsy LeMaster has promised that an online version will be made available to those faculty/staff that cannot attend one of the in-person workshops.</li> <li>• <b>AC Flu Shot Clinic on West Campus</b>—United Pharmacy will offer flu shots (\$20) and Flumist (\$30) on West Campus on Wednesday, September 29<sup>th</sup>, from 9:00 am to 1:00 pm in AH Building, Room 155.</li> <li>• <b>Amarillo Area University and College Night</b>—This event is scheduled for Tuesday, September 28<sup>th</sup>, from 6:00-8:00 pm in the Regency Room at the Civic Center. It is the big college fair for high school juniors and seniors. Many students attending are prospective nursing students.</li> </ul>	

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	<p>Several VN and ADN faculty members are already committed to participating in the event, but there is an opportunity for others to participate as well.</p> <ul style="list-style-type: none"> <li>• <b>Piper Professor Award</b>—Nominations can still be submitted for the Piper Professor Award. The awards are based on teaching performance and academic, scientific and scholarly achievement. Contact Becky Easton with your nomination ASAP.</li> <li>• <b>All-USA Academic Team</b>—Please think of a student(s) that you could nominate to the All-USA Academic Team from the Nursing Division. There are certain criteria that the student must meet, which is located on the P drive at P:\public\All-USA Eligibility Criteria. If you would like to nominate a student, please contact Joy Brennenman with the student's name and a few comments explaining why you are nominating the student. If the student is eligible, Joy will contact the student to complete the application process.</li> <li>• <b>Sim Central Faculty Survey</b>—The results from the Sim Central faculty survey have been compiled. Some notable results in the combined survey are: <ul style="list-style-type: none"> <li>◦ Rate how your needs were met at Sim Central: <b>staff knowledge base, staff support, and simulators</b> rated the highest; <b>also medical hardware/carts rated high with AC Nursing Users</b></li> <li>◦ Rate what needs improvement at Sim Central: <b>multidisciplinary education/simulation, research with simulation</b> and housing large groups received the greatest number of responses; <b>also hybrid simulation, faculty development, development in simulation and standardized patients rated high with AC Nursing Users</b></li> <li>◦ Rate importance: <b>support for scenario set-up, realism of simulations, high-fidelity simulation</b> received the highest ratings for importance among users; <b>also support for scenario writing, faculty development, multidisciplinary education/simulation, development in simulation, intensity of simulations, and clinical space/time rated high with AC Nursing Users</b></li> <li>◦ Support and interaction desired from Sim Central: More opportunities to meet interdisciplinary contacts, <b>supporting sessions on how to increase participant interest</b>, and <b>roundtable talks with Sim Central staff and other faculty</b> categories rated the highest; <b>also support sessions on debriefing, support sessions on scenario development and execution rated high with AC nursing Users</b></li> </ul> </li> <li>• <b>BON Changes in Licensure by Exam Process</b>—The number of students taking the licensing exam through Texas has increased from 13,733 in FY 2006 to 17,831 in RY 2010 (23%). Timelines and procedures have been revised to accommodate this significant increase. The BON will now require 10 business days of receipt of the Affidavits of Graduation (AOG) from the school of nursing (SON) to pull graduate files and deem graduates eligible to take the NCLEX. Within 10 business days upon deeming a graduate eligible to take the NCLEX, the BON will place the GN or GVN permit online. Graduates can expect the BON process from receipt of the AOGs to the posting of the GN or GVN permit online to take up to 20 business days. (The time from date of graduation to the point at which the degree or certificate is posted to the graduate's transcript at the college may require an additional 7 to 10 business days.) Therefore, it may be</li> </ul>	<p>There was a discussion among faculty about students who have reportedly worked after graduation as GNs or GVNs without a valid permit. Ms. Mueller and Ms. Barrett will reinforce with students that a valid GN or GVN permit is required to practice in that</p>

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	<p>as long as 30 business days before a graduate will have a GN or GVN permit to work. Also, it is important to note that if a student has not registered with Pearson Vue at the time the AOG is processed, the graduate file will be in a holding pattern and not reviewed for 30 days. See the attachment Licensure by Examination: Student Information and Schools of Nursing and BON Examination Procedures and Timeframes.</p> <ul style="list-style-type: none"> <li>• <b>NCLEX Item Development Opportunities</b>—The NCSBN is looking for a few good nurses to participate in the NCLEX item development process. Both item writers and item reviewers are needed. An online application can be submitted at <a href="http://www.mcsbm.org/1227.htm">www.mcsbm.org/1227.htm</a>. Sessions are held in Chicago and travel expenses, lodging and meals are covered.</li> <li>• <b>BON Online CE</b>—The BON is now offering CE online. The first online course is “Nursing Regulations for Safe Practice”. This interactive, online learning module is designed to promote patient safety by offering participants information about current laws and rules that impact nursing practice. The course is \$25.00 and conveys 2.0 contact hours by TNA. The BON is currently developing webinars with topics for nursing peer review, nursing delegation, scope of practice, patient safety and safe medication administration.</li> <li>• <b>BON Clinical Availability Study</b>—The BON recently released the findings of a survey conducted in July 2010 of Texas Nursing Educational Programs and their Clinical Affiliates in order to determine perceptions of clinical availability for nursing students. The survey affiliate respondents were largely from acute care hospitals (39.4%) and the educational program respondents were from VN (45.9%) and ADN (31.8%) programs. One finding was that the majority of clinical affiliates and nursing education programs surveyed participated in a collaborative group process with other education programs and clinical affiliates to schedule clinical learning experiences. Other findings: <i>87.8% of the nursing education programs</i> agreed to strongly agreed that it is becoming more difficult to schedule hands-on learning experiences for students, but only <i>48.5% of the clinical affiliates</i> agreed. <i>78.6% of the nursing education programs</i> thought that identifying and hiring qualified clinical instructors is becoming more difficult, but only <i>47.7% of the clinical affiliates</i> thought that identifying qualified clinical preceptors for students is becoming increasingly difficult. The clinical affiliates thought that the particular clinical areas where it is increasingly difficult to obtain clinical placement for students were OB/L&amp;D/WH (21.1%), Critical Care (20.1%), Pediatrics (18.2%), and Medical/Surgical (16.3%). The nursing education programs ranked Pediatrics first (33.0%), OB/L&amp;D/WH second (30.4%), Psych third (14.6%), and Medical/Surgical fourth (10.5%).</li> <li>• <b>IOM Future of Nursing Education</b>—The workshop summary report of the February 2010 Forum on the Future of Nursing was released on August 31<sup>st</sup>. During the forum, experts considered innovations and strategies in three areas: what to teach, how to teach, and where to teach. The final report on the future of nursing is expected to be released in October 2010. Copies of the final report will be purchased and made available to all faculty members when this report is published.</li> <li>• <b>NLN New Titles</b>—Three new nursing education titles will be available for purchase in October. All three of these books will be ordered for the faculty library. The titles are: Best Practices in Teaching and Learning in Nursing Education; Clinical Education in Prelicensure Nursing</li> </ul>	<p>capacity after graduation. The expected delay in receiving a GN or GVN permit due to extended BON processing time will also be discussed with students anticipating graduation in December. Verification of the issuance of the GN or GVN permit is a graduate’s responsibility shared by the employer of the graduate. Ms. Barrett also noted that students should not try to have fingerscans completed until after the BON has opened a graduate file from the List of Graduates sent to the BON by the nursing programs each semester. If the BON has not yet opened a file for the potential graduate, the potential graduate may have to repeat the fingerscan process at an additional expense.</p>

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<b>3. COLLEGE COMMITTEE REPORTS</b>	<p>Programs: Results from an NLN National Survey, 2009; and Outcomes and Competencies for Graduates of Practical/Vocational, Diploma, Associate Degree, Baccalaureate, Master's, Practice Doctorate and Research Doctorate Programs in Nursing.</p> <ul style="list-style-type: none"> <li>• <b><u>College Committees</u></b>—There are 36 institutional committees. The Nursing Division has representation on 11 of these important committees. Theresa Edwards, Teresa Smoot, and Denise Hirsch are each on two of these college committees!</li> </ul> <p><b>3. COLLEGE COMMITTEE REPORTS</b></p> <p><b>3.1 <u>Academic Technology – Johnson</u></b></p> <ul style="list-style-type: none"> <li>• The Academic Technology Committee met on August 30, 2010.</li> <li>• A new Technology Skills Development Class is available; emails were sent out about this class at the first of the semester. <ul style="list-style-type: none"> <li>◦ This class is for the beginning student who has little to no knowledge of using a computer.</li> </ul> </li> <li>• On-line class student evaluations were completed in spring. There was a 14% completion rate. <ul style="list-style-type: none"> <li>◦ Results are not available.</li> </ul> </li> <li>• Faculty members can now have all of their passwords and user names the same by going to myaccount.actx.edu. <ul style="list-style-type: none"> <li>◦ An email alias (ex: <a href="mailto:Verena.Johnson@actx.edu">Verena.Johnson@actx.edu</a>) can also be established.</li> </ul> </li> <li>• The AC Online Support Team has not met.</li> </ul> <p><b>3.2 <u>Assessment, Instructional Sub-committee--Hirsch</u></b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>3.3 <u>Commencement---Edwards</u></b></p> <ul style="list-style-type: none"> <li>• Ms. Edwards was unable to go to the meeting, because it was on a clinical day. She has not received any report.</li> </ul> <p><b>3.4 <u>Faculty Professional Development—Pastwa</u></b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>3.5 <u>Faculty Evaluation--Shadbolt</u></b></p> <ul style="list-style-type: none"> <li>• This committee will meet on September 28, 2010.</li> </ul> <p><b>3.6 <u>Faculty Handbook--Moore</u></b></p> <ul style="list-style-type: none"> <li>• No Report.</li> </ul> <p><b>3.7 <u>Faculty Senate--Jones &amp; Smoot &amp;Hirsch</u></b></p> <ul style="list-style-type: none"> <li>• The Faculty Senate met on Sept. 10, 2010.</li> <li>• Guest speakers were Dr. Paul Matney and Dr. Russell Lowery-Hart.</li> <li>• The new faculty senate president is Carol Buse.</li> <li>• The meeting was used to select and prepare committees and agendas for the coming year. <ul style="list-style-type: none"> <li>◦ Several new task forces such as the Task Force for Equity in Compensation and House Bill 2504 were established.</li> </ul> </li> <li>• Another task force is being formed to protect long-term faculty positions. <ul style="list-style-type: none"> <li>◦ Dr. Lowery-Hart will head this task force.</li> </ul> </li> <li>• There is a need for one more task force volunteer for House Bill 2504. <ul style="list-style-type: none"> <li>◦ This must be a faculty member who will be directly affected by House Bill 2504</li> </ul> </li> </ul>	

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4. NURSING DIVISION COMMITTEE REPORTS	<p>requirements (student evaluations and potential posting of those evaluation results).</p> <ul style="list-style-type: none"> <li>◦ LaVon Barrett and Ruth Whitehead volunteered for the task force.</li> <li>• Piper Professor nominees are currently being accepted. <ul style="list-style-type: none"> <li>◦ Several emails have been sent.</li> </ul> </li> <li>• Faculty survey results will be available after Dr. Matney and the Board of Regents have seen the results.</li> </ul> <p><b>3.8 <u>Financial Aid Appeals—Smoot</u></b></p> <ul style="list-style-type: none"> <li>• Ms. Smoot received student packets to review and make recommendations to the committee.</li> </ul> <p><b>3.9 <u>Institutional and Program Effectiveness--Young</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b>3.10 <u>Rank &amp; Tenure--Pullen</u></b></p> <ul style="list-style-type: none"> <li>• The due dates for submission of notebooks for tenure and rank were emailed to all faculty members at the college.</li> <li>• A narrated PowerPoint presentation was also sent to them to help guide them in the process of organizing a notebook according to the policies and procedures outlined in the online AC Faculty Handbook and Board Policy Manuals.</li> <li>• Tenure notebooks are due to the immediate supervisor by October 18, 2010 and professorial rank notebooks are due by February 4, 2011. <ul style="list-style-type: none"> <li>◦ Dr. Pullen encouraged faculty to consider submitting a notebook for tenure and/or professorial rank if eligible. He noted that the granting of tenure and earning professorial rank is an honor.</li> <li>◦ Dr. Pullen urged faculty to contact him with questions about eligibility and/or the process of organizing a notebook.</li> <li>◦ The Rank and Tenure Committee will meet soon to plan strategies for the year.</li> </ul> </li> </ul> <p><b>3.11 <u>Wellness--Cannon</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b>3.12 <u>Other</u></b></p> <ul style="list-style-type: none"> <li>• No report.</li> </ul> <p><b>4. NURSING DIVISION COMMITTEE REPORTS</b></p> <p><b>4.1 <u>Advisory--Mueller</u></b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>4.2 <u>Instructional Technology--Hall</u></b></p> <ul style="list-style-type: none"> <li>• The Clinical Simulation Committee held its first meeting Sept. 8, 2010.</li> <li>• The new email address for all AC simulation activities is nrc@actx.edu.</li> <li>• The name the new Sim Man contest on face book is in progress. <ul style="list-style-type: none"> <li>◦ The birthday party for the new Sim Man will be 9/21/2010.</li> </ul> </li> <li>• The committee agreed to the name change to Instructional Technology Committee (N-Tec) due to the merger of the Clinical Simulation Committee and Technology Users Committee.</li> <li>• The proposed changes to the Faculty Organization Rules and Regulations in the Faculty Handbook required for the merger of these two committees has been submitted to Curriculum Committee.</li> </ul>	Teresa Smoot will send these names to Carol Buse.







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	<p>are 130 generic students and 20 transition students. The HESI Admission Assessment Exams have also been scheduled. There are 16 testing blocks at present. More testing times may be added on Saturdays or in the evening as needed.</p> <ul style="list-style-type: none"> <li>• <b><u>NLNAC Self-Study</u></b>—Designated NLNAC Self-Study Team Leaders met on Wednesday, September 8<sup>th</sup>, to receive their NLNAC Standard assignments and to jointly make specific faculty assignments to each of the six teams. Some orientation to the self-study process was also provided, and the next team leader meeting was scheduled for October 27<sup>th</sup>. Team Leaders will begin contacting team members, if not already, about team member meetings and assignments.</li> <li>• <b><u>Linda Caputi Consultation</u></b>—Dr. Caputi has been engaged to continue to consult with the ADN faculty on clinical instruction and evaluation. Dr. Pullen mailed this week all current clinical syllabi, clinical assignments and evaluation tools for Dr. Caputi to review. She will provide feedback about the clinical instruction assignments and evaluation tools. She will also assist us to develop a survey tool for students and faculty about their experiences with the new clinical instruction activities. She will then review this survey data and provide recommendations for revisions. Dr. Caputi will lead a one-day workshop on January 14, 2011 to further assist faculty with clinical instruction and evaluation. Dr. Caputi has also been engaged to review our completed NLNAC Self-Study Report and edit the report as needed.</li> <li>• <b><u>BON NEPIS and CANEP Reports</u></b>—The BON e-mailed the 2010 RN NEPIS (Nursing Educational Program Information Survey) forms this week. This extensive demographic program report of student admissions, enrollment and graduation as well as faculty data must be submitted electronically by October 15<sup>th</sup>. The data from these reports statewide are used in collaboration with the Texas Center for Nursing Workforce Studies (TCNWS) to provide evidenced-based projections regarding nursing employment issues and trends to the Texas State Legislature. This data is also used by the THECB to determine nursing education funding. Fortunately, the CANEP (Compliance Audit for Nursing Education) report has been placed on an every other year schedule (odd year), so all Texas nursing programs will not be required to submit the CANEP this year.</li> <li>• <b><u>BON Boundary Violations VIA the Internet</u></b>—Please read (or re-read) the information in the July 2010 Texas Board of Nursing Bulletin about the increasing issues with boundary violations via the internet. The BON is advocating that all educators begin early educating students about boundary crossings and violations, particularly related to the Internet and use of cell phones. The current (2007) professional boundaries brochure, Professional Boundaries: A Nurse's Guide to the Importance of Appropriate Professional Boundaries is still available as a free electronic copy at the NCSBN web site. The brochure is, however, being revised to reflect some of the new language recently adopted by the NCSBN about professional boundaries.</li> <li>• <b><u>NLN Study</u></b>—The AC ADN Program has been randomly selected for faculty participation in a 10-minute survey being conducted by the Rutgers Center for State Health Policy, which is funded by the Robert Wood Johnson Foundation. The study is designed to yield information on faculty workload and other dimensions of the faculty role that are central to the preparation, recruitment and retention of nursing faculty. Faculty members will be contacted individually, assured of voluntary and confidential participation and rewarded with \$25.00 for their time and effort.</li> <li>• <b><u>Professional Nurse Shortage Reduction Program-Regular 2011</u></b>—An application has been</li> </ul>	

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	<p>submitted to the THECB for funds from the PNSRP-Regular for the additional six ADN graduates that were produced from 2009 to 2010. The bounty on these additional graduates has not yet been determined, but each additional graduate was worth about \$7,000 each last year. Any money awarded through this program will be distributed to the ADN faculty in a salary enhancement.</p> <ul style="list-style-type: none"> <li>• <b>Faculty Focus Special Report: Strategies for Teaching Large Classes</b>—This entire report is available free at <a href="http://www.FacultyFocus.com">www.FacultyFocus.com</a>. The two-page Quick Reference to Active Learning in Large Classes (150 or more) summarizes information contained in the various report articles. One technique featured is the art of questioning and another is using interactive lectures. See attached handout.</li> <li>• <b>What Faculty Members Need to Know About Retention</b>—A Magna Publications white paper with this title was recently purchased for the department. It is a copyrighted publication and cannot be duplicated, but over the next few months, information will be provided to faculty via meetings and e-mails about the contents of this white paper. One of the first concepts noted in the white paper is to begin a retention emphasis in the program. Becoming aware of and paying attention to retention issues and numbers is the first step toward improving student retention. Implementing one or two retention strategies in each course is a next step. One of the 12 strategies suggested in the white paper is to “Relate Coursework to the Student’s Life Purpose”. Students need to feel as if they are learning important information in order to be successful. In other words, show students the relevancy of what they are being asked to learn.</li> </ul> <p><b>8.2. Level I--Moore</b></p> <ul style="list-style-type: none"> <li>• <b>RNSG 1209: Introduction to Nursing and RNSG 1105: Nursing Skills I</b> <ul style="list-style-type: none"> <li>◦ The courses began with 116 students.</li> <li>◦ There have been 3 drops.</li> <li>◦ Enrollment now is 113.</li> <li>◦ <b>Section 001</b> consists of 45 students with 12 not passing.</li> <li>◦ <b>Section 002</b> consists of 68 students with 16 not passing.</li> </ul> </li> <li>• <b>RNSG 1331/1362: Principles of Clinical Decision Making</b> <ul style="list-style-type: none"> <li>◦ <b>Section 001</b> has 73 enrolled and attending with 0 drops. Fourteen are failing after the first exam, and 2 still have not taken the exam.</li> <li>◦ <b>Section 002</b> has 57 enrolled and all are attending with 0 drops. Ten students are failing after the first exam.</li> </ul> </li> <li>• <b>RNSG 1301: Pharmacology</b> <ul style="list-style-type: none"> <li>◦ <b>Section 001</b> consists of 71 students. There has been one exam with 1 not passing.</li> <li>◦ <b>Section 002</b> consists of 53 students. There has been one exam with 1 not passing.</li> <li>◦ The Dosage and Solutions Test is on October 4<sup>th</sup>.</li> </ul> </li> </ul> <p><b>8.3 Level II – Wright</b></p> <ul style="list-style-type: none"> <li>• Level II has 108 total students (83 Generic + 25 Transition).</li> <li>• <b>RNSG 1247/1263 Concepts of Clinical Decision Making I</b> <ul style="list-style-type: none"> <li>◦ <b>Section 001</b> has 6 students not passing.</li> <li>◦ <b>Section 002</b> has 7 students not passing.</li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>• <b><u>RNSG 1251/1260 Care of Childbearing Family</u></b> <ul style="list-style-type: none"> <li>◦ <b><u>Section 001</u></b> has 13 students not passing.</li> <li>◦ <b><u>Section 002</u></b> has 16 students not passing</li> </ul> </li> <li>• <b><u>RNSG 1115.001 Health Assessment (Edwards)</u></b> <ul style="list-style-type: none"> <li>◦ Two students have dropped.</li> <li>◦ The final exam is on October 6<sup>th</sup>.</li> </ul> </li> <li>• <b><u>RNSG 1115.002 Health Assessment (Johnson)</u></b> <ul style="list-style-type: none"> <li>◦ One student has dropped.</li> <li>◦ The final exam is on October 27<sup>th</sup>.</li> </ul> </li> <li>• <b><u>RNSG 2307 Transition</u></b> <ul style="list-style-type: none"> <li>◦ There are 25 students enrolled.</li> <li>◦ Four are not passing, but it is still possible for them to pass the course.</li> </ul> </li> </ul> <p><b>8.4 Level III – Pullen</b>  Level 3 has a total of 103 students among the 3 courses with no drops.</p> <ul style="list-style-type: none"> <li>• <b><u>RNSG 1248/2261: Concepts of Clinical Decision Making II</u></b> <ul style="list-style-type: none"> <li>◦ 71 enrolled. The first exam is on September 28, 2010.</li> </ul> </li> <li>• <b><u>RNSG: 2201/2260: Care of Children and Families</u></b> <ul style="list-style-type: none"> <li>◦ 83 enrolled. 17 not passing. First exam has been given.</li> </ul> </li> <li>• <b><u>RNSG: 2213/2161: Mental Health Nursing</u></b> <ul style="list-style-type: none"> <li>◦ 75 enrolled. 10 not passing. First exam has been given.</li> </ul> </li> <li>• Supplemental instruction has been implemented in RNSG 2201/2260 with Olga McAlister. <ul style="list-style-type: none"> <li>◦ Attendance has been fair.</li> <li>◦ Dr. Pullen attended one session with a small group of students present. He reports that the session was positive and Ms. McAlister asked questions, such as “show” or “explain” in a low-stress atmosphere.</li> </ul> </li> </ul> <p><b>8.5 Level IV-Grove</b></p> <ul style="list-style-type: none"> <li>• There are 97 potential graduates.</li> <li>• <b><u>RNSG 2221/226—Management of Client Care</u></b> <ul style="list-style-type: none"> <li>◦ 95 are enrolled and attending. No drops, but 9 students did not pass the Module I exam.</li> </ul> </li> <li>• <b><u>RNSG 2231/2262—Advanced Concepts of Adult Health (Critical Care)</u></b> <ul style="list-style-type: none"> <li>◦ 93 are enrolled and attending. The first exam is tomorrow.</li> <li>◦ One student has missed two clinical days due to health problems and may need to drop.</li> </ul> </li> <li>• <b><u>RNSG 1110/2163—Introduction to Community-Based Nursing</u></b> <ul style="list-style-type: none"> <li>◦ 55 students are enrolled and attending with no drops.</li> <li>◦ 6 students made less than a 70 on the Module 1 exam.</li> </ul> </li> <li>• The HESI Exit Exam was given on September 3, 2010. <ul style="list-style-type: none"> <li>◦ The class mean was 827, and 44 students scored above 850.</li> <li>◦ 24 students were in the 750 to 800 range, which is below acceptable.</li> <li>◦ 17 students were in the 700-749 range, which requires further preparation.</li> <li>◦ 16 students scoring below 700.</li> <li>◦ Remediation is being required by every student and is monitored by NCLEX Team</li> </ul> </li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<b>9.ADN COMMITTEE REPORTS</b>	<p>Leaders.</p> <ul style="list-style-type: none"> <li>◦ The next HESI Exit Exam will be given on October 18<sup>th</sup> and 20<sup>th</sup>. <ul style="list-style-type: none"> <li>➤ Only students scoring less than 850 will be required to do remediation.</li> <li>➤ Dr. Matos will be working with small groups of students that scored less than 700 on test-taking strategies.</li> </ul> </li> </ul> <p><b>9. ADN COMMITTEE REPORTS</b></p> <p><b>9.1 <u>Admission/Progression--Wright</u></b></p> <ul style="list-style-type: none"> <li>• The committee has not met.</li> </ul> <p><b>9.2 <u>ADN Curriculum Committee--Pullen</u></b></p> <ul style="list-style-type: none"> <li>• Committee members reviewed and approved the <u>Goals and Objectives</u> for 2010-2011, which include, but are not limited to, evaluating the clinical instruction and evaluation model in the ADN Program, collaborating with Faculty Organization in the development of drafts for the NLNAC Self-Study, evaluating student attrition in the program, evaluating student performance on standardized testing (HESI) and graduate performance on the NCLEX-RN, and continuing to identify and implement student success strategies in collaboration with the Retention Specialist and faculty as an integral whole.</li> <li>• The <u>booklist</u> for spring 2011 is circulating for faculty review. It must be submitted to the Bookstore by October 8, 2010.</li> <li>• The majority of policies and procedures in the <u>Faculty Handbook</u> have been updated. <ul style="list-style-type: none"> <li>◦ There are still a few more to review at the next meeting before bringing them to Faculty Organization in October 2010 for faculty discussion and approval.</li> </ul> </li> <li>• The consistency of language of all <u>Student Professional Contracts</u> among the courses in the ADN Program is currently being evaluated.</li> <li>• The thread of <u>Older Adult Content</u> in the ADN Program is also currently being evaluated.</li> <li>• <u>NCLEX-RN Program Reports</u> were reviewed for the December 2009 graduating class. <ul style="list-style-type: none"> <li>◦ Ms. Mueller presented these to Faculty Organization in May 2010, but they still needed to be reviewed in Curriculum Committee.</li> <li>◦ In the last reporting period, graduates performed in the top 25% of all graduates across the nation. The ADN Program is in good standing with all programs across the nation.</li> </ul> </li> <li>• A content analysis based upon the 2010 NCLEX-RN <u>Detailed Test Plan</u> was recently conducted. <ul style="list-style-type: none"> <li>◦ Two content areas that may not be fully addressed in the program include consultation, supervision, and especially emergency response planning.</li> <li>◦ Testing Committee will perform a further analysis of these results.</li> </ul> </li> <li>• The revisions to the ADN Program's <u>Clinical Instruction and Evaluation</u> process were discussed. <ul style="list-style-type: none"> <li>◦ All clinical courses have implemented some new strategies and/or processes.</li> <li>◦ A table that provides an overview of what is being done in each clinical course, the "Frequently Asked Questions" that were developed to clearly explain to students, faculty and agency staff the purposes and processes of the new clinical model, and clinical instruction and evaluation documents that were submitted by the instructor of record for each clinical course were mailed to Dr. Caputi. She will perform a comprehensive evaluation of these documents as an external nursing education consultant.</li> </ul> </li> <li>• The proposal to redesign the <u>Advanced Placement Option (LVN-RN)</u> in the ADN program was</li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p><b>10.ADDITIONAL ITEMS</b></p>	<p>approved last year by the Texas BON; however, the NLNAC had some concerns that the proposal was not clear about the depth of the RN role in the proposal.</p> <ul style="list-style-type: none"> <li>◦ A revised proposal, which addresses these concerns, will be submitted to committee at the October 2010 meeting for discussion.</li> </ul> <ul style="list-style-type: none"> <li>• Committee members reviewed <u>Course GPAs and Overall Attrition</u> in the program for the past 5 years.             <ul style="list-style-type: none"> <li>◦ The purposes of tracking and reviewing these statistics are to create a heightened awareness of the importance of developing student success strategies in the program.</li> <li>◦ One major success strategy is dedicated faculty members who are committed to student success.</li> </ul> </li> <li>• Noteworthy information with <u>Public Relations</u> includes:             <ol style="list-style-type: none"> <li>1) Jan Cannon will be going to Mexico during spring break for a medical mission.</li> <li>2) Debby Hall and Khristi McKelvy's grant project "HITS" (Interactive Health Assessment Program) will be showcased at the NLNs Technology Conference in October 2010.</li> <li>3) Sheryl Mueller and Richard Pullen have an article in the September 2010 issue of "Nursing Management" entitled "Preparing a Successful Grant Proposal".</li> <li>4) Lyndi Shadbolt and Richard Pullen had an article published in "Nursing Made Incredibly Easy" in August 2010 entitled "Caring for a Patient with Psoriasis".</li> </ol> </li> <li>• Dr Liz Matos presented an overview of <u>Student Success Strategies</u> to the committee.             <ul style="list-style-type: none"> <li>◦ She is currently working with individual students and small groups of students helping them in test-taking strategies.</li> <li>◦ She is also assimilating all of the data in the program, which includes, but is not limited to, individual student performance, course GPAs, attrition percentages, and surveys in order to perform an analysis using sophisticated statistical analysis processes.</li> <li>◦ She is currently performing an evaluation of faculty members' perception of issues surrounding student success in the program. She has a total of 12 completed surveys at this point and would like to have additional participation by faculty members. The purpose of the survey is to celebrate accomplishments in student success and identify opportunities for improvement..</li> </ul> </li> <li>• Committee members, during an "<u>Educational Moment</u>", learned the differences between the terms "Objective" and "Outcome". In the nursing program and in many other programs across the country, these two terms are often used interchangeably and present confusion to faculty and students.             <ul style="list-style-type: none"> <li>◦ The term "Objective" means activities that are a part of a process while "Outcomes" are the end results of the process. (Objectives: Process; Outcomes: Output or End Product).</li> </ul> </li> <li>• The next meeting October 13, 2010.</li> </ul> <p><b>10. Additional Items</b></p> <p><b>10.1-Recruitment Task Force—Cannon</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>10.2-Nursing Student Success Task Force--Pullen</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul>	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
11. ADJOURNMENT	<b>11. ADJOURNMENT</b> The meeting was adjourned at 3:45 p.m by faculty consensus.	

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Sheryl Mueller, Nursing Division Chair

Date