

**AMARILLO COLLEGE
NURSING DIVISION FACULTY ORGANIZATION MINUTES**

DATE: September 30, 2009

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

ATTENDANCE: Present: - Lindy Billington, LaVon Barrett, D'dee Grove, Deborah Hall, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Tabatha Mathias, Susan McClure, Marjeanne Moore, Sheryl Mueller, Phyllis Pastwa, Richard Pullen, Kathy Reed, Tamara Rhodes, Lyndi Shadbolt, Jennifer Siess, Teresa Smoot, Tammie Tabor, Delores Thompson, Rebecca Vincent, Ruth Whitehead, Kim Wright, and Kerrie Young

ABSENT: Jan Cannon, Theresa Edwards, Melanie Gray, Marcia Green, Pat Murray, Cele Rangel, Kelly Savage

AGENDA: See Attached.

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
OPENING REMARKS S. Mueller Call to Order Approval of Minutes Announcements	1. OPENING REMARKS – S. Mueller <ul style="list-style-type: none"> Ms. Mueller called the meeting to order at 1:35 p.m. Ms. Mueller called for approval of the minutes from the Nursing Division Faculty Organization meeting on August 20, 2009 and the ADN Faculty Annual Meeting on the same day. LaVon Barrett introduced the newest VN Program faculty member-Tammie Tabor. Ginny Coppock, also a new VN Program faculty member, will begin on October 15, 2009. Birthday wishes were offered to those celebrating birthdays during the months of September and October –Toni Sargent (September 5th), Kerrie Young (September 18th), Kathy Reed (September 22nd), Marjeanne Moore (October 19th), and Khristi McKelvy in the NRC (October 30th) and Carolyn Leslie (October 31st). Lyndi Shadbolt requested that faculty and staff birthdays and abbreviated contact information for the faculty and staff be provided. Congratulations were extended to Richard Pullen for being selected to serve on a new college committee for gender equity in non-traditional careers. Ms. Mueller asked that faculty keep Kelly Savage in their thoughts and prayers. She had surgery on Tuesday, September 29th. Richard gave a status report on Kelly. Ruth Whitehead also reported that some of the faculty walked with Kelly at the recent Komen Walk for breast cancer awareness. LaVon Barrett announced that her son was getting married on October 17th, and Marianne Jones reported that her son had just gotten married. Marjenne Moore noted that an article about her sister was in the newspaper recently. Her sister is a cancer survivor, and Marjeanne attributes her desire to be a nurse to her sister. Marjeanne said that her sister wanted to be a nurse but could not because of her leg amputation. Thanks were extended to Denise Hirsch for arranging the punch, cupcakes and decorations today in order to recognize October as breast cancer awareness month. Denise asked that faculty members place their Yoplait yogurt lids in a box that will be in the faculty workroom. These lids can be returned 	<p>Dr. Pullen made a motion to accept the Nursing Division Faculty Organization minutes and Kathy Reed seconded the motion. The minutes were approved by majority vote.</p> <p>Dr. Pullen noted that the Level III report was not included in the ADN Faculty Annual meeting minutes. Dr. Pullen made a motion to accept the ADN Faculty Annual Meeting minutes with the addition of the Level III report and Delores Thompson seconded the motion. The motion carried by majority vote.</p> <p>Birthdays and contact information will be updated and made available to the faculty by the office staff</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
<p>REPORT FROM DIVISION CHAIR - S Mueller</p>	<p>to Yoplait in exchange for a donation to breast cancer research.</p> <ul style="list-style-type: none"> • 2. REPORT FROM DIVISION CHAIR <ul style="list-style-type: none"> • <u>Students on Committees</u>-Please submit the names of the students on the Nursing Division committees to Carolyn Leslie ASAP. It is critical that students be on the Nursing Division and program committees. • <u>Nursing Division Response to 2009 Faculty Survey</u>-There were relatively few responses to the 2009 Faculty Survey in relation to the Nursing Division. There were two suggestions about improving collaboration and receptivity to new ideas among faculty members. There was a suggestion about having some "fun" activities each semester. There were two suggestions about communication. One suggestion was to utilize cell phones and e-mails to disseminate information. Another suggestion was to generate a general schedule of program classes and clinical rotations, including who is teaching the classes and clinical rotations. In terms of technology, someone asked about getting a new computer. Also, this person suggested that all classes in the nursing programs use technology, so that there is a thread of technology throughout the programs. One person commented that parking is a problem because we have too much grass. One person commented that the leadership in the Nursing Division did not need any improvement. • <u>Scholarships Available-</u> <ul style="list-style-type: none"> ○ AC Foundation-Please let students in your classes know that the applications for AC Foundation scholarships are now available in the Nursing Division Office. ○ TPCN-There are three \$500 scholarships available to students from the Texas Panhandle Coalition for Nursing (TPCN). Applications for these scholarships were e-mailed by Richard Pullen to all faculty for the students. Please make sure that students have access to the applications. This scholarship opportunity is open to ADN and LVN students. • <u>THECB Scholarship Awards</u>--The THECB has allocated \$21,910 to AC for ADN student scholarships and \$1,227 for VN student scholarships. The Financial Aid Office will award \$11,000 of the money allocated for ADN students to students who applied for scholarships this fall, and the remaining \$10,910 will be awarded next semester for students who apply for scholarships in the spring 2010. The entire amount allocated to VN students will be awarded to students who applied for scholarships this fall. These scholarships go to students who have applied to the AC Foundation. • <u>H1N1</u>--The Nursing Division has followed CDC recommendations for using signage about the flu and making Kleenex, hand sanitizer, and disinfectant wipes available for student and faculty use. Q and A information sheets will be disseminated this week in classes. Ms. Mueller and Dr. Pullen attended a conference call with the Texas DSHS in Lubbock last week about making students and faculty available to participate in vaccination clinics whenever novel H1N1 vaccine becomes available. The Nursing Division will be contacted with more specific participation information when the vaccine becomes available. Rusty Cornelius, AC Emergency Manager, is monitoring the situation closely and is involved with the city-wide flu response group. There is information posted on the AC website about H1N1. Also please refer to the CDC website 	<p>These suggestions and ideas will be considered and implemented when feasible. If there are other recommendations for the Nursing Division, please submit these suggestions and ideas to Carolyn Leslie.</p> <p>AC Foundation Scholarships: Students should submit these scholarships by November 2nd to the AC Foundation office.</p> <p>TPCN Scholarships: Students are to submit completed applications directly to Becky Hunter no later than November 17th.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
3. COLLEGE COMMITTEE REPORTS	<p>www.flu.gov and/or www.texasflu.org for current information about both seasonal flu and novel H1N1 flu. Faculty can sign up for e-mail updates on these websites.</p> <ul style="list-style-type: none"> • Course Synonym—Course synonym numbers have been changed from 5 digits to 6 digits in Colleague. Remember to enter a leading 0 to the course synonym now. • Tenure--The deadline to have a notebook to the immediate supervisor to petition for tenure this fall is October 18, 2009. • ND Faculty Travel Funds--As for the last two years, the college has again allocated a pre-determined amount of funds to each division for faculty professional travel. That amount is \$275.00/faculty member. The Nursing Division has \$8,250.00 allocated for faculty professional travel in 2009-10. The Nursing Division Travel Application Guidelines and Nursing Division Travel Application are on the J Drive in the Nursing folder as Nursing Division Travel Application Guidelines 09-10. The Nursing Division Travel Committee includes the Team Coordinators from the ADN Program as well as LaVon and the Level Coordinators from the LVN Program. • Perkins Funds--The Nursing Division is the beneficiary of a total of \$85,227.86 in Carl Perkins-funded equipment. This amount includes a Sim Man at \$68,728.51, which was originally going to be purchased with institutional funds. We will also be receiving five new Nurse Kelly manikins and a "Hungry Manikin". • Job Fair--The Nursing Division Job Fair is scheduled for Wednesday, October 21st. Connie Lax is coordinating this effort in the Nursing Division Office. It is still early yet, but there have only been a few confirmations of attendance by the healthcare agencies so far. Please reserve the time frame of 11:00 am to 1:00 pm on that Wednesday to attend and help at the Job Fair. If you can help, please see Connie or Carolyn in the Nursing Division Office. • West Campus Projects--The North Parking Lot has been repaved at a cost of \$950.00, and the Temporary East Parking Lot has been completed at a cost of \$33,000.00. The Building B Remodel expenses as of August 31st were \$1,357,420.29, (projected cost 2,668,833.98), and Jones Hall construction expenses were at \$3,091,697.46 (projected cost 11,517,596.43) on August 31st. The new parking lot and roadways for Jones Hall are projected to cost \$400,000.00, and the new landscaping, irrigation, signage, and lighting for Jones Hall are projected to cost \$130,000.00. Work on Building B is still in progress. The media podiums for the classrooms are being assembled and should be ready for installation within 2 weeks. <p>3. COLLEGE COMMITTEE REPORTS</p> <p>3.1 Academic Affairs -- Barrett</p> <ul style="list-style-type: none"> • The Academic Affairs Committee met on September 18th. • According to the minutes, two new courses in Hebrew have been added to the Behavioral Studies Department under the Religion classes. • Jerry Moller spoke about "second degrees", which lift the limit on the number of hours that can be transferred from a community college to a university. • There is no recommendation at this time, but the committee needs to be aware of these coming changes. 	<p>Ms. Mueller encouraged faculty to look at the websites and sign up for weekly updates.</p> <p>Submit applications for the first round of consideration to Ms. Mueller by November 30, 2009.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>3.2 <u>Academic Technology – Johnson</u></p> <ul style="list-style-type: none"> • The Academic Technology Committee met in May, June and July. • The committee clarified its role in terms of technology policies. All policies involving technology will come through the committee. • Copyright questions in terms of fair use or the teaching act were considered. UT Austin has the best policy reviewed. • Committee is reviewing the following policies and making recommendations before these are adopted by ITC: <ul style="list-style-type: none"> Internet Use: Policy is to be available for review by 10-1-09. Data Access and Information Security: ATC rep and ITC subcommittee met and the revised information for Data Access and Information Security has been posted to the ITS website. Email Policy: This policy was adapted before the recommendations from ATC. Lee M. Lee Colaw stated that although the policy had been approved, recommendations for changes would be considered. Hardware/Software Policy: This policy has been approved by ITC and is available on their website. • The portal is through Campus Cruiser. This is a three-year contract. • The ATC appointment to the new AC Online Support Team is Verena Johnson. • <u>AC Online Support Team - Johnson</u> <ul style="list-style-type: none"> ○ The team met July 2nd and August 18th ○ Students are still confused as to where on-line classes are located--My AC or AC Online. ○ All courses should be using AC Online. ○ All students received emails twice with instructions on accessing their web-enhanced, hybrid and online classes. Students have also been asked to complete the short orientation to AC Online. ○ Luke Bivins has been assigned to the new West Campus Technology Information Center (TIC) In WCB-120 to assist with technology problems for faculty and students. This includes technology problems in the classroom. The go-live date for TIC is 8-19-09. If you know you have a technical problem, you can bypass Ask AC and go directly to TIC ○ The CTL Help desk is available to faculty and students for general questions and those that are not technology related. ○ Ask AC will continued to be used for general questions or help orders. ○ There will soon be a forum for faculty discussion and Q&As for AC Online. This will be either on the portal or AC Online. ○ Web Advisor, AC Online and My AC now have all the same log-in. If you want to change your log-in, you will do that in Web Advisor. It will then also be changed in AC Online and My AC. 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
4. NURSING DIVISION COMMITTEE REPORTS	<ul style="list-style-type: none"> ○ Students will soon be added to the global access in Outlook. ○ There will soon be an option available to have all email from My AC forwarded to Outlook email. <p><u>3.3 Assessment, Instructional Sub-committee--Hirsch</u></p> <ul style="list-style-type: none"> • Met on September 25, 2009 • There will be a change made by the THECB by April 1, 2010. Funding will be based on student outcomes rather than on enrollment. This is a shift not only for nursing but for academics as well. <p><u>3.4 Faculty Development--Pastwa</u></p> <ul style="list-style-type: none"> • No report. <p><u>3.5 Faculty Evaluation--Shadbolt</u></p> <ul style="list-style-type: none"> • There are new faculty evaluation forms for this semester. • Quite a few of the Nursing Division faculty are scheduled for evaluations. Faculty evaluations will be conducted from mid-October to the end of October. <p><u>3.6 Faculty Handbook--Moore</u></p> <ul style="list-style-type: none"> • No report. <p><u>3.7 Faculty Senate--Jones & Smoot &Hirsch</u></p> <ul style="list-style-type: none"> • Doug Curry was a guest speaker and he was phenomenal. • Dr. Matney said that the AC enrollment is up. <p><u>3.8 Institutional and Program Effectiveness--Young</u></p> <ul style="list-style-type: none"> • No report. <p><u>3.9 Rank & Tenure--Pullen</u></p> <ul style="list-style-type: none"> • Faculty who are eligible for tenure should contact their immediate supervisor to let them know that they are interested in submitting a petition for tenure. I encourage faculty members to do this. Tenure at AC is granted based upon meeting established criteria in the AC Faculty Handbook. Tenure at AC means that the faculty member is recognized for longevity of service. It is a prestigious honor, but it is not based on meritorious performance as required when petitioning for professorial rank. Please contact Dr. Mary Dotson, Chair of Rank and Tenure Committee, if you plan to petition for tenure. Also, I encourage faculty members who meet the requirements for professorial rank to petition for promotion. Achieving rank is meritorious and is an outstanding achievement that a faculty member should be proud of. These notebooks are due February 2010. Please let me know if you have questions about this process. Rank and Tenure Committee will soon meet. <p><u>3.10 Wellness--Whitehead</u></p> <ul style="list-style-type: none"> • No report. <p><u>3.11 Emergency Preparedness Advisory-Pullen</u></p> <ul style="list-style-type: none"> • No report. <p>4. NURSING DIVISION COMMITTEE REPORTS</p> <p><u>4.1 Advisory--Mueller</u></p> <ul style="list-style-type: none"> • The Advisory Committee will meet on November 17, 2009 at 3:00 p.m. in WCA-108. • All faculty members are welcome to attend. 	<p>October 19, 2009 is the deadline to submit petition notebook to immediate supervisor.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>4.2 <u>Student Activities -- Cannon</u></p> <ul style="list-style-type: none"> • We met and discussed the scheduled events for the semester. • **Please see bookmarks located in the hallway for planned SNA events. • Community Project: We have already started collecting donations for Socks for Soldiers. • SNA members met on September 9th and the next meeting is October 14th. • Class reps are selling candy in the classes. • The SNA sponsored the Welcome Back Breakfast/Fall Social. • There will be a fall social on October 6, 2009 <p>4.3 <u>Testing & Remediation -- Thompson</u></p> <ul style="list-style-type: none"> • Committee met on 9/23/09 with new Level 3 student representatives present. • Several policies, including Guidelines for Dosage and Solution, Test Development Guidelines, and Policy for Test Scheduling in the Testing Center, will be reviewed and revised for faculty approval this year. • We will be reviewing more classroom exams during Testing Committee meetings this year beginning in October. • The Par System Troubleshooting and Instruction Manual will be reviewed by the committee as well. <p>4.4 <u>Nursing Peer Review-Shadbolt</u></p> <ul style="list-style-type: none"> • No report. <p>4.5 <u>Learning Resources -- Hirsch</u></p> <ul style="list-style-type: none"> • The LRC met on 9/23/09. • We reviewed the policies for the LRC (in the Faculty Handbook). • We discussed faculty orientation for the NRC. • We discussed the non-print budget for the Nursing Division. • We talked about a meeting with the Northwest Branch Library personnel. • The LRC will meet again on Oct. 7th. <p>4.6 <u>Technology Users--Green</u></p> <ul style="list-style-type: none"> • We met on September 23rd and the next meeting is to be announced. • We are working towards finishing up the old business concerning the PDAs for faculty. • We will explore new ways to integrate technology into the Nursing Division (second life, e-books) this year. <p>4.7 <u>Clinical Simulation--Hall</u></p> <ul style="list-style-type: none"> • We met on September 9th. • We reviewed and revised the committee goals and objectives. • New ideas and old ideas were revisited: <ul style="list-style-type: none"> ○ Condense and revise the simulation manual and simulation template on the J Drive. ○ Create a simulation room orientation video. The purpose of the orientation video is to give students an idea about where things are located before they go to Sim Central (an 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
Remarks by Dr. Matney	<p>Matney identified at General Assembly and in his e-mail to everyone on August 31st is to establish and promote a culture that defines, embraces, and values student success. In keeping with that priority, AC has begun a series of "Conversations on Student Success". There are 22 committee members selected by the President's Cabinet to represent a cross-section of faculty, staff and administrators. Susan McClure is on the committee. Kathy Wetzel and Lana Jackson lead the committee. The website, constructed for the purposes of attending meetings of interest, reviewing materials specific to student success, and posting comments and recommendations, is excellent and already has valuable information about student success. The website is http://cis7.actx.edu/ACLibrary/studentssuccess.</p> <ul style="list-style-type: none"> • <u>Nursing Success Initiative—Dr. Matney</u> <ul style="list-style-type: none"> ○ Dr. Matney stated that the ADN Program has set the bar high for academic success. He stated that the ADN Program faces three major challenges: <ul style="list-style-type: none"> ➤ Challenge Number One--Admit more nursing students. ➤ Challenge Number Two--Increase retention rates. He discussed hiring a retention specialist to provide assistance in this area. ➤ Challenge Number Three--Ensure student success in the program. Dr. Matney noted that one of the five institutional priorities of AC is student success. He reported that he will be holding meetings on all campuses to stimulate conversation on student success and provide a plan of action for student success. ○ Dr. Matney concluded his discussion by reminding the faculty that the new formula for success at AC is : Collaboration+Inclusiveness+Communication+Teamwork=Success • <u>PNSRP Applications</u>—The ADN Program applied for Professional Nurse Shortage Reduction (PNSRP) funds through both the Regular Program and the Under 70% Graduation Rate Program on September 17th. The ADN program produced two additional graduates from 2007-08 to 2008-09. An award will be made to the program through the PNSRP-Regular Program for this increase in number of graduates, but the amount has not yet been determined. The second application submitted to the THECB was for PNSRP-Under 70% Graduation Rate Program funds for the next biennium. As required, the ADN program established a projected increase in generic and transition graduates by August 31, 2011. The projected number of additional graduates above the 2009 baseline (December 2008 and May 2009) is for 8 additional generic students and 10 additional transition students. At this point, the ADN Program will receive \$109,013 in FY 2010 and \$68,667 in FY 2011. This money can be used for 1) enrolling additional students, 2) providing nursing faculty enhancements to assist programs in the education, recruitment, and retention of a sufficient number of faculty to enable programs to increase enrollment, 3) encouraging innovation in the recruitment and retention of students, and 4) identifying, developing, or implementing innovative methods to make the most effective use of limited professional nursing faculty, instructional or clinical space, and other resources. A failure to meet these projected targets means that the advance money from the THECB must be paid back on a pro-rata basis. A determination as to exactly how the PNSRP advance money will be utilized will be made when the funds arrive in the next few weeks. One priority will be to use this funding to hire a retention specialist for the program. <p><u>Applications for Spring 2010</u>—The application period for spring 2010 opens Monday, October</p>	<p>Kim Wright suggested using some of the money to provide scholarships for Transition students entering the program in spring 2010, since there has been only a few individuals attend Advising Sessions so far. This idea will be considered when the money arrives from the THECB.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>5th, and closes at 5:00 pm on Wednesday, December 2nd. Two generic and one transition Advising Sessions have already been conducted. The generic Advising Sessions have been well-attended. The transition Advising Sessions have very few signed up to attend. It is imperative that we have at least 20 transition students in spring 2010. Please refer any LVN that is even remotely interested in the LVN to RN Option to apply, since there will be space available. Also please do not indicate to LVNs that the proposed re-design of the transition option will be implemented in fall 2010. This proposal must have BON and THECB approval as well as NLNAC endorsement for implementation. Further its implementation may be dependent upon the receipt of the DOL grant that AC will submit this week, since funding for this new option's development and implementation is in the grant.</p> <ul style="list-style-type: none"> • <u>DOL Grant Proposal</u>—The grant proposal, “Building Healthcare Gateways”, was largely written by Cara Crowley. Bill Crawford, Damaris Schlong, Kim Crowley, Richard Pullen and Sheryl Mueller contributed pieces to the proposal from Allied Health, Workforce Development, and Nursing perspectives. The proposal requests \$4.9 million to establish a sonography program in Allied Health, develop and implement a re-designed LVN to RN AP Option in the ADN Program, implement an accelerated generic option in the ADN Program, and implement an advanced CNA Track and advanced RN Certification Program in Continuing Healthcare Education. The proposal will be submitted on Friday, October 2nd. Notification of awards by the DOL will be in February. • <u>DELCS to Review</u>—The new Differentiated Entry-Level Competencies arrived this week from the BON for review and “significant substantive criticism”. After review by the programs of nursing in the state, the BON will further refine the document and distribute the document draft to clinical agencies in Texas for their input. After review by the clinical agencies, the BON will again refine the document and release it in its final form. The document is expected to be in its final form by early next spring. The team coordinators have a copy of the new DELCs to review. If anyone else would like to review the new DELCs and make comments, please contact your team coordinators. All feedback from the program must be consolidated into one Excel document to be e-mailed to the BON no later than November 2nd. The DELCs will form the basis for our curriculum in the future. • <u>Cele Rangel's Resignation</u>—Cele Rangel has resigned her position at the end of this semester. This full-time ADN faculty position will post shortly. <p>8.2. <u>Level I--Moore</u></p> <ul style="list-style-type: none"> • RNSG 1205: Introduction to Nursing and RNSG 1105: Nursing Skills I <ul style="list-style-type: none"> ○ There have been 3 drops. 15 failed the first test in the morning section, and 13 failed the first test in the afternoon section. • RNSG 1331/1362: Principles of Clinical Decision Making <ul style="list-style-type: none"> ○ There have been 3 drops, and 8 are failing both sections. ○ The first long clinical simulation was completed on September 25th. The students did well and the simulation activities were successful even though the NRC was crowded. • RNSG 1301: Pharmacology <ul style="list-style-type: none"> ○ There have been 5 drops since the beginning of the semester. One student is failing after the first module exam. ○ The first dosage test is October 5th 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION																																																						
	<ul style="list-style-type: none"> ○ The med lab was conducted during the week of September 28th. 8.3 Level II – Wright <ul style="list-style-type: none"> • Level II has 99 total students (78 Generic + 21 Transition). • 71 students are taking both RNSG 1247/1263 and RNSG 1251/1260. • Statistics for Level II are as follows: <ul style="list-style-type: none"> ○ <u>RNSG 1247/1263 Concepts of Clinical Decision Making I</u> <table border="0"> <tr> <td>○ Section 1</td><td>Section 2</td><td>Total</td></tr> <tr> <td>○ A = 3</td><td>A = 1</td><td>A = 4</td></tr> <tr> <td>○ B = 18</td><td>B = 7</td><td>B = 25</td></tr> <tr> <td>○ C = 11</td><td>C = 20</td><td>C = 31</td></tr> <tr> <td>○ D = 6</td><td>D = 6</td><td>D = 12</td></tr> <tr> <td>○ F = 1</td><td>F = 2</td><td>F = 3</td></tr> <tr> <td>○ Total 39</td><td>Total 36</td><td>Total 75</td></tr> <tr> <td>○ 82.1% passing</td><td>77.8% passing</td><td>80% passing</td></tr> <tr> <td>○ 17.9% not passing</td><td>22.2% not passing</td><td>20% not passing</td></tr> </table> ○ <u>RNSG 1251/1260 Care of Childbearing Family</u> <table border="0"> <tr> <td>○ Section 1</td><td>Section 2</td><td>Total</td></tr> <tr> <td>○ A = 6</td><td>A = 5</td><td>A = 11</td></tr> <tr> <td>○ B = 17</td><td>B = 10</td><td>B = 27</td></tr> <tr> <td>○ C = 11</td><td>C = 13</td><td>C = 24</td></tr> <tr> <td>○ D = 4</td><td>D = 6</td><td>D = 10</td></tr> <tr> <td>○ F = 1</td><td>F = 1</td><td>F = 2</td></tr> <tr> <td>○ Total 39</td><td>Total 35</td><td>Total 74</td></tr> <tr> <td>○ 87.2 % passing</td><td>80% passing</td><td>83.8% passing</td></tr> <tr> <td>○ 12.8% not passing</td><td>20% not passing</td><td>16.2% not passing</td></tr> </table> ○ <u>RNSG 1115.001 Health Assessment (Paul)</u> <ul style="list-style-type: none"> ○ 40 attending, final will be 10.14.09 ○ Section 1 Section 2 Total ○ Total 26 Total 14 40 ○ <u>RNSG 1115.002 Health Assessment (Verena)</u> <ul style="list-style-type: none"> ○ 20 attending, final will be 10.28.09 ○ <u>RNSG 2307 Transition</u> <ul style="list-style-type: none"> ○ 22 registered, one drop (Kim Gallegos due to financial and scheduling), 21 attending ○ A = 1 ○ B = 9 ○ C = 8 ○ D = 3 ○ F = 0 ○ 85.7% passing ○ 14.3% not passing ○ <u>HPRS 2200 Pharmacology for Health Professionals</u> <ul style="list-style-type: none"> ○ Transition students, 19 passing (95%), one not passing (5%) 	○ Section 1	Section 2	Total	○ A = 3	A = 1	A = 4	○ B = 18	B = 7	B = 25	○ C = 11	C = 20	C = 31	○ D = 6	D = 6	D = 12	○ F = 1	F = 2	F = 3	○ Total 39	Total 36	Total 75	○ 82.1% passing	77.8% passing	80% passing	○ 17.9% not passing	22.2% not passing	20% not passing	○ Section 1	Section 2	Total	○ A = 6	A = 5	A = 11	○ B = 17	B = 10	B = 27	○ C = 11	C = 13	C = 24	○ D = 4	D = 6	D = 10	○ F = 1	F = 1	F = 2	○ Total 39	Total 35	Total 74	○ 87.2 % passing	80% passing	83.8% passing	○ 12.8% not passing	20% not passing	16.2% not passing	
○ Section 1	Section 2	Total																																																						
○ A = 3	A = 1	A = 4																																																						
○ B = 18	B = 7	B = 25																																																						
○ C = 11	C = 20	C = 31																																																						
○ D = 6	D = 6	D = 12																																																						
○ F = 1	F = 2	F = 3																																																						
○ Total 39	Total 36	Total 75																																																						
○ 82.1% passing	77.8% passing	80% passing																																																						
○ 17.9% not passing	22.2% not passing	20% not passing																																																						
○ Section 1	Section 2	Total																																																						
○ A = 6	A = 5	A = 11																																																						
○ B = 17	B = 10	B = 27																																																						
○ C = 11	C = 13	C = 24																																																						
○ D = 4	D = 6	D = 10																																																						
○ F = 1	F = 1	F = 2																																																						
○ Total 39	Total 35	Total 74																																																						
○ 87.2 % passing	80% passing	83.8% passing																																																						
○ 12.8% not passing	20% not passing	16.2% not passing																																																						

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
ADN COMMITTEE REPORTS	<p>8.4 <u>Level III – Pullen</u> Level 3 has a total of 83 students among the 3 courses.</p> <ul style="list-style-type: none"> ▪ RNSG 1248/2261: Concepts of Clinical Decision Making II 52 enrolled. 7 not passing. First exam given. ▪ RNSG: 2201/2260: Care of Children and Families 61 enrolled. 10 not passing. First exam given. ▪ RNSG: 2213/2161: Mental Health Nursing 54 enrolled. 16 not passing. First exam given. ▪ Dr. Pullen will be trending student that are not passing. Some students may not be passing more than one course. <p>8.5 <u>Level IV-Reed</u></p> <ul style="list-style-type: none"> • RNSG 2221/226—Management of Client Care 83 enrolled and attending. 13 are not passing after the first module exam. • RNSG 2231/2262—Advanced Concepts of Adult Health (Critical Care) 80 enrolled and attending. 9 are not passing after the first module exam. • RNSG 1110/2163—Introduction to Community-Based Nursing 40 enrolled and attending. All students are passing at this time. • NWTH provided lunch for the Level IV students on September 16th, and BSA provided lunch on September 30th. <p>9. ADN COMMITTEE REPORTS</p> <p>9.1 <u>Admission/Progression--Wright</u></p> <ul style="list-style-type: none"> • The committee has not met. <p>9.2 <u>ADN Curriculum Committee--Pullen</u></p> <ul style="list-style-type: none"> • Kelly Savage is updating policies and procedures for the Faculty Handbook in preparation to place it online. • Staff Development programs in the next couple of months will include nursing success strategies, the SPE, and the PET. • Committee reviewed NCLEX-RN Program reports for the December 2008 graduating class. The following remain ongoing concerns: (1) Gathering assessment data, (2) Endocrine, (3) renal/urinary, and (4) stages of maturity. Committee members recommended that the "Lunch and Learns" be continued. However, it will be necessary to determine which faculty are interested in conducting these sessions. • Ruth Whitehead gave an update on how she is conducting the Introduction to Community-Based Nursing" course. She also gave a report about the online dosage and solution test pilot for the Community course during summer 2009. Ms. Whitehead noted marginal success with the pilot, but this concept should be piloted in another course or level at some point based upon Ms. Whitehead's recommendations from her pilot project. • Lunch and Learn—The Curriculum Committee discussed the need to continue the "Lunch and Learn" sessions that we initiated last year. The Lunch and Learn sessions are brief presentations on the most important concepts and associated nursing interventions involving a disease process, including psychosocial issues and growth and development throughout the lifespan. 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>Potential topics include but are not limited to endocrine disorders, gastrointestinal disorders, renal and urinary disorders, assessment techniques (gathering data), high-risk pregnancy, pharmacotherapeutics, communication techniques, and assessment and care of the older adult. If there are other topics that you would like to present in about a 30-45 minute time period where students bring their lunch and have dialog with you, please send me an e-mail stating that you are interested. How you conduct the session is certainly up to you as the expert faculty member! The goal for the Lunch and Learn sessions is to promote student success.</p> <ul style="list-style-type: none"> • Nursing Process (Care Plan) Task Force is developing a care plan template for the ADN Program. Kerrie Young and Kim Wright presented an evaluation of the pilot of a care plan format for the summer 2009 PEDI clinical course. Overall, the pilot was a success. Students and faculty in the pilot (Kim Wright, Lindy Billington, and Ruth Whitehead) thought that the format prepared students to take care of their clients and at the same time had an element of critical thinking. TF is meeting throughout this fall semester and will have format recommendations for a care plan format to committee at the February 2010 meeting. • The integration of Evolve Reach products and services is well underway. We are still working out the bugs. Students will evaluate their experiences with the process at the end of the semester. • There was a discussion about tracking immunizations/CPR in relation to students going to clinical. We will discuss this more in subsequent meetings and review policies regarding this process because we need to be consistent in application of policies. • Committee approved the adoption of two revisions in the A.D.N. Program: (1) the development of a fast-track generic program called "Fast Forward Generic Option" and (2) the redesign of the Transition option in the program called "Fast Track Transition Option". The proposals with features of each were placed into your mailboxes last week. We are preparing reports to Academic Affairs and the Texas BON seeking approval of both of these proposals (see attachment). We need to vote on the approval of the new accelerated generic option and the re-design of the transition option. • The Curriculum Committee will meet Wednesday, October 14, 2009 at 13:30 in WCA-105. <p>9.3 R&PE Committee Report – Johnson</p> <ul style="list-style-type: none"> • ADN Survey Results from Spring 2009 <u>Nursing Resource Center:</u> <ul style="list-style-type: none"> ➤ Scores ranged from 4.7 – 4.42 ➤ Themes of the student comments were that the NRC staff was respectful, helpful, encouraging and available. There were comments that the NRC could use more space and more help and that the scheduling in the NRC made it difficult to practice skills. One student commented that it would be helpful to have new IV equipment to create a more realistic clinical situation. <p><u>Total Curriculum Support:</u></p> <ul style="list-style-type: none"> • Scores ranged from 3.0 – 3.46 (improved from Fall 2008) 	<p>After discussion, Dr. Pullen presented the motion from Curriculum Committee to approve the adoption of the new accelerated generic option and the re-design of the current LVN to RN Advanced Placement Option. The motion was seconded by Denise Hirsh. All ADN faculty members present voted for the motion except for one faculty member who abstained from voting.</p>

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<ul style="list-style-type: none"> 97% of students reported using TCS as a course assignment, and 63.7% reported using TCS as a self-study tool. 56.2% stated that they used TCS as assigned. Some students considered TCS a waste of time and thought that the assigned time in TCS was too long for some areas. One student noted that TCS contributed to increased test scores in her nursing classes. Some student suggestions were to have more questions and different questions available for each content area, give credit for completing the TCS assignments, and stop deducting points from course exams if the TCS assignments were not completed. <p><u>Graduate Exit:</u></p> <ul style="list-style-type: none"> Scores ranged from 4.4 – 4.66 (higher than Fall 2008) 15.1 % of graduates reported that they were going to work in medical-surgical areas, and 34% reported that they were going to work in an ICU. <ul style="list-style-type: none"> Some program strengths that students noted included the caring, available, and encouraging faculty, the quality of the program, small class sizes, ability to complete the program in a timely manner, and good preparation for NCLEX-RN exam. Some areas for improvement noted in the graduate exit survey included a quicker turn-around time for classroom paperwork, consistency in grading by clinical instructors, and moving the Health Assessment and Community course to another level in the program. <p><u>Testing Center</u></p> <ul style="list-style-type: none"> Scores ranged from 4.15 – 4.52 <ul style="list-style-type: none"> Some positive comments by students included that the Testing Center staff was respectful, the testing room was very quiet, the area is clean and neat, and the computers are new and in good working order. Some areas for improvement suggested by students included the banging door in the Testing Center, noise in the Testing Center, and staff who talked down to students and treated student like children. <p><u>ADN: We Want to Hear from You</u></p> <ul style="list-style-type: none"> Scores ranged from 3.69 – 4.65 Of the generic ADN survey participants, 26.5% were Introduction semester students, 25.2% were Level I semester students, 29.4% were Level II semester students, 17.1% were Level III 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
	<p>semester students, and 41.7% were Level IV semester students. Of the Level III students, 1.3% were transition students, and of the Level IV students, 1.7% were transition students.</p> <ul style="list-style-type: none"> The lowest survey score was in the category of “AC nursing program provides guidance in managing work, family and other non-academic responsibilities” and the highest survey score was in the category of the “AC nursing program was a challenging learning experience”. Employer and One and Five Year Graduate Survey Results-Spring 2009 <p><u>Employer – One-year graduates</u></p> <ul style="list-style-type: none"> Scores ranged from 3.76 – 4.45 The highest mean score was in the category of “Practice nursing within a legal and ethical framework”, and the lowest mean score was in the category of “Use research to improve nursing practice”. <p><u>One- and Five-Year Graduates</u></p> <ul style="list-style-type: none"> Scores range from 4.13 (two areas) – 4.53 (two areas) The highest mean scores were in the two categories of “Perform safe nursing skills” and “Assume responsibility for personal and professional growth”. The lowest mean scores were in the categories of “Use research to improve nursing practice” and “Use technology to manage care in a cost-containing manner”. <p><u>10. Additional Items</u></p> <p>10.1-Recruitment Task Force—Cannon</p> <ul style="list-style-type: none"> The Recruitment Task Force has participated or will participate in the following recruitment activities: <ul style="list-style-type: none"> AC Washington Street Campus on 9/23 and 10/15 AC Dumas Campus on 9/22 and 10/6 AC Hereford Campus on 9/30 and 10/13 Amarillo Area College Night Tuesday on 9/29 at the Civic Center. There was a good response and parents were interested in the AC program. Multicultural Fiesta/Back to School Night at Palo Duro High School on 9/21 Ticket to Your Future at the Amarillo Civic Center on 10/7 Ready for the Real World at the Amarillo Civic Center for around 1300 Junior and Senior students on May 13, 2010 Career Day at Travis Middle School on May 14, 2010 Tradewinds Elementary Career Day on 11/19 Step-up-to-Success at Los Barrios of Amarillo 11/11. We will be bringing current Hispanic nursing students. Top of Texas at the Canyon Expo Building for 1000 seniors from the Texas Panhandle 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
ADDITIONAL ITEMS	<p>on 10/12</p> <ul style="list-style-type: none"> ○ Career Awareness at Canyon High School on 10/7. We were asked by the Boys Scouts to attend and bring a male student to talk to young men interested in nursing. <p>10.2-Nursing Student Success Task Force (formerly Retention Task Force)--Pullen</p> <ul style="list-style-type: none"> • TF surveyed students in spring 2009. We will present results at a staff development program in October or November 2009. During the program we will also present some student success strategies in the literature. This will be an interactive program that will encourage faculty members to share their ideas to help ensure student success. Marcia Green, Tabatha Mathias and Richard Pullen will conduct the session. We will repeat the survey every semester and perform a comparative analysis of student perceptions from one semester to the next. • Debby Hall and Lyndi Shadbolt are spearheading the development of a professional DVD program that will be used to recruit and retain students. The theme of the DVD program is "Nursing at AC". The program will be professionally-developed. It will include students and faculty members who would like to be a part of this process, and it will feature intermittent and brief interviews with students and faculty about nursing at AC, success strategies, and the need for both men and women in the nursing profession and students and faculty "in action" in clinical and classroom. The DVD program will have titles, credits, etc... with upbeat and motivating music that would be appealing to potential students. Debby would like a list of volunteers who might be interested in this process. • Denise Hirsch is spearheading a project that is intended to "set the scene" for student success. The idea is to have pictures of faculty and students "in action" throughout the Nursing Division classrooms. The overall purpose is to create a culture of success and to motivate students to learn through the connections between faculty and students. She is working with College Relations in this project. • D'dee Grove is corresponding with the Nursing Department Chairs at Austin Community College, El Paso Community College, and San Antonio College to find out why their programs are so successful in on-time graduation rates and consistently high NCLEX pass rates. • TF will be evaluating why students drop classes. In order to do this consistently, we need faculty help. We need to track why students drop their classes. If a student comes into the office to drop, we write on the back of the drop slip why they are dropping and then place this copy into their student files. However, often, students drop online and we have no idea why they are dropping. If this happens, the instructor of record needs to make connections with the student and find out why they dropped. We need faculty members to complete a brief form and then route the form to the TF. We want to compile the data from these forms and then do some evaluation about why students withdraw from the program. <p>10.3 Discussion of Meals for Kelly Savage</p> <ul style="list-style-type: none"> • A need for meals to be taken for Kelly Savage and her family after her surgery was discussed. A general consensus was reached to take donations and purchase gift cards for Super Suppers, Applebee's, and other restaurants. Donations should be given to Denise Hirsch or Holly Hayes in the Nursing Division Office. 	

TOPIC	DISCUSSION/RATIONALE	ACTION/ RECOMMENDATION
11. ADJOURNMENT	11. ADJOURNMENT The meeting was adjourned at 4:05 p.m.	

Sheryl Mueller, Nursing Division Chair

Date