

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY MEETING MINUTES

DATE: April 25, 2018

TIME & PLACE: 2:00 pm WCIH 205

ATTENDANCE: Kati Alley, Jan Cannon, Kim Crowley, Jeanette Embrey, Anna Min Esquibel, Debby Hall, Denise Hirsch, Paul Hogue, Verena Johnson, Marianne Jones, Jody Kile, Tabatha Mathias, Becky Matthews, Susan McClure, Khristi McKelvy, Phyllis Pastwa, Claudia Reed, Tamara Rhodes, DeeAnne Sisco, Kelly Voelm, Annette Watts, Kerrie Young, Connie Bonds – Executive Secretary

ABSENT: Michelle Edmonds, Catherine Stout

AGENDA: See attached

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 Opening Remarks Approval of Minutes	Debby Hall called the meeting to order at 2:07 p.m. Minutes from the ADN faculty meeting on March 28, 2018 were approved.	K. Pinter made a motion to accept the minutes as written. J. Embrey seconded the motion. The motion carried by majority vote.
2.0 Director Report	<p>ACEN Site visit.</p> <ul style="list-style-type: none"> The ACEN workshop was very informative. Good news – the program structure, program outcomes, student learning outcomes, place us in an excellent position. There are a few things we need to fix. For example, ADN committees need student members, faculty need to go to advising (application orientation). We must write a complete program report for the site visit. <p>Preparation for the visit will begin this summer by faculty review of the ACEN Accreditation manual and/or ACEN Peer Evaluator Online Orientation Program. We will divide and conquer writing the program report.</p>	

	<p>Assignments will be based on ADN committee/ACEN standard. We will begin this process when we return for the fa '18 semester. See ACEN site visit preparation outline for details.</p> <p>Faculty Performance Review</p> <ul style="list-style-type: none"> • May 31 Direct supervisor and faculty self-evaluation discussions begin • June 3 Direct supervisor and faculty self-evaluation discussions close • For those who are not on campus around this time – we can do them by Zoom at your convenience. • Dumas extension update • We are approaching the end of the 2 year pilot and must submit an extension report for the BON this summer. We are looking at using technology to allow the Dumas students remote access to Intro/Skills. • Student numbers are low, but the community is passionate NSRP update • It appears we cannot use the funds for stipends. Good news, we can still use it for professional development, things to improve student success. Any suggestions for other uses? It was suggested a portion of the funds be used for new laptops for faculty to utilize at clinical. • Faculty shortage • We still have a posted ADN faculty position that has been open since December. The college plans to advertise the opening. Two different individuals emailed/called about the position. No applications. • At the Advisory Committee meeting on 4/24/18, ADN program director asked community partners for help finding part time clinical instructors. • The ADN director position is still posted on the college website. No indication when it will close. • Dean of Health Science • The position posting will close this Friday. The interview process will begin shortly after. • DocuCare • All day professional development scheduled for May 14 	<p>P. Hogue made a motion to use funds for computers for faculty to utilize at clinical. J. Embrey seconded the motion. The motion carried by majority vote.</p>
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	<ul style="list-style-type: none"> • Task force – creating new documentation guidelines will begin after that. <ul style="list-style-type: none"> o Members: Jan Cannon, Marianne Jones, Jodi Kile/Catheryn Stout, Tamara Rhodes, Kelly Voelm, Paul Hogue, Kim Pinter, Kati Alley, Tabatha Mathias. o Special assignments – Jan: create outline for guideline development; Kati – Develop meeting schedule - create Zoom sessions so group can meet without coming to campus. Student #s for potential admission for Fa '18 (Passed Hesi, #s eligible for admission available at end of semester) <ul style="list-style-type: none"> • Transition – 48 • Traditional - 92 • Team leaders – please stay after meeting – set date/time to determine # of students we admit 	
3.0 ADN Program Committee Reports	<p><u>3.2 Admission and Progression – Pastwa</u> – The committee will meet May 10th and 11th, 2018.</p> <p><u>3.2 Curriculum – Embrey</u> <u>Curriculum Meeting from April 18, 2018</u></p> <ol style="list-style-type: none"> 1. Clinical Skills Essentials taken to Faculty , March 28, Approved by Faculty 2. Student Handbook Change: student handbook needs to be amended to include the 100% clinical course attendance. <p>Adding one sentence to the student handbook</p> <p>3. Attendance</p> <p>Students are responsible to report to the assigned clinical area on time and to be dressed according to the "Student Dress Code Policy for Clinical". Students are required to complete 100% of clinical hours. Clinical experience is an essential component of the program. Absenteeism jeopardizes the opportunity for successful completion of the course. Clinical absences must be reported to the instructor prior to preclinical conference. Failure to notify the instructor prior to pre-clinical conference may result in failure of the course. Students who arrive late to the clinical area may be asked to leave if</p>	<p>No actions/recommendations</p> <p>This was brought as a motion by the Curriculum Committee. Kim Pinter seconded the motion. The motion carried by majority vote.</p>

	<p>report has been missed or arrival time is incongruent to providing appropriate patient care.</p> <p>3. Palo Duro Community Outreach Project Helping Heroes 3rd annual Spring Showcase was a huge success! We hosted 188 high school students from Palo Duro High School along with several faculty members from the school showcasing health science programs offered at Amarillo College West Campus. Palo Duro students and faculty were excited and we have heard great compliments and enthusiasm from students and faculty. Additionally, Amarillo College West Campus faculty are reporting how exciting and fun the event is for their participation in the event!</p> <p>4. DocuCare staff development will be held May 14, 2018 0900-1700 in Jones Hall room # to be announced in future email.</p> <p>5. Curriculum Review</p> <p>J. Embry presented new goals for the committee for review. Conversation ensued about goals. J. Cannon recommended that we need to ensure that goals are reflective of standards and handbooks. J. Cannon mentioned that the goals presented needed to be tighter especially with upcoming accreditation. J. Cannon and D. Hall shared some information about conference they attended in regards to accreditation. J. Cannon and D. Hall offered to assist J. Embry to help with writing goals.</p> <p>6. DECS and NCLEX Practice Analysis</p> <p>D. Hall mentioned with the upcoming accreditation, that we needed to be looking over DECS and NCLEX Practice Analysis to ensure that we are teaching everything that our students need to know.</p>	
<p>4.0 Associate Degree Nursing level Reports</p>	<p><u>3.3 Research and Program Effectiveness – Rhodes – No report</u></p> <p><u>4.1 Level I – J. Cannon – RNSG 1309 – 001 and 002 - Intro</u></p> <p>64 students initially enrolled</p> <p>4 drops</p> <p>60 attending</p> <p>12 not passing after third exam</p>	<p>No actions/recommendations</p>

	<p><u>RNSG 1105 – Nursing Skills</u></p> <p>For all sections of skills: Starting enrollment: 64 4 drops 60 students currently attending Passing: All students passing</p> <p><u>RNSG 1301 – 001 and 002- Pharmacology</u></p> <p>53 students initially enrolled between section 001 and 002 (58 total with Dumas) 5 drops 48 attending 2 not passing after second exam Mrs. Pastwa predicts 44 – 46 will pass the course</p> <p><u>RNSG 1301-004 – Pharmacology Dumas Campus</u></p> <p>3 students initially enrolled and 3 attending No drops All passing</p> <p><u>RNSG 1331-001 and RNSG 1331-002 - Principles</u></p> <p>Starting enrollment: 74 students (78 total with Dumas) 3 drops 71 attending between both sections 16 not passing after third exam</p> <p><u>RNSG 1331-003 – Principles – Dumas</u></p> <p>4 initially enrolled 0 drops 4 attending</p>	
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	<p>Everyone is passing after third exam</p> <p>Out of 75 combined students there are a potential of 65 – 67 to move forward</p> <p><u>RNSG 1362 – Clinical – Principles of Clinical Decision Making</u></p> <p>Starting enrollment: 78 students</p> <p>3 failures</p> <p>75 attending</p> <p><u>4.2 Level II – T. Rhodes –</u></p> <p><u>4.3 Level III - P. Hogue –</u></p> <p><u>RNSG 2231</u></p> <p>Section 1 module 3</p> <p>41 students</p> <p>A= 6</p> <p>B= 13</p> <p>C= 7</p> <p>D= 14</p> <p>F= 1</p> <p>Total= 41</p> <p>Section 2 module 3</p> <p>38 students</p> <p>A= 5</p> <p>B= 8</p> <p>C= 4</p> <p>D= 21</p> <p>Total= 38</p> <p>Failing course after 3 module tests going into the final</p> <p>Total= 19</p> <p>Next exam is the Final May 9th. At 1200</p>	
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	RNSG 1248 - total of 77 students with sections combined. 2 drops from RNSG 1248-002. Combined sections - 8 failing the course <u>4.4 Level IV – V. Johnson</u> - Level 4: Advanced Concepts testing today. Professional nursing - 3 not passing. NCLEX review: being completed.	
5.0 Additional Items/Announcements	Level IV students were nominated and chosen for awards for the pinning ceremony, May 10, 2018.	
6.0 Adjournment	Meeting was adjourned at 3:20 p.m.	



Debby Hall, Interim ADN Program Director

10/3/2018

Date