

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY MEETING MINUTES

DATE: December 7, 2016

TIME & PLACE: 3:00 pm WCJH 207

ATTENDANCE: Kati Alley, Angela Downs, Jeanette Embrey, Deborah Hall, Denise Hirsch, Verena Johnson, Jody Kile, Tabatha Mathias, Becky Matthews, Khristi McKelvy, Kim Pinter, Claudia Reed, Tamara Rhodes, Lyndi Shadbolt, DeAnne Sisco, Catherine Stout, Kelly Voeltn, Ramona Yarbrough, Kerri Young, Connie Bonds – Executive Secretary

ABSENT: Jan Cannon, Paul Hogue, Rhonda Howard, Marianne Jones, Marcia Julian, Phyllis Pastwa, Annette Watts

AGENDA:

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 Opening Remarks Approval of Minutes	Ms. Shadbolt called the meeting to order at 1:35 p.m. The minutes from the faculty meeting on November 2, 2016 were approved.	Kerrie Young made a motion to accept the November 2, 2016 minutes. Tabatha Mathias seconded the motion. The motion carried by majority vote.
2.0 Director Report	Shadbolt reported the following information: 1. Congratulations to Phyllis Pastwa who was accepted into the 2017 NLN LEADS program. She will be attending two conferences and participating in webinars and other activities. 2. Received our NCLEX Program Reports for the months of April-September 2016. Curriculum committee will be looking at these reports in the spring. Preliminary data shows the following: Rank of AC ADN Program among all RN's in Texas 14 of 104 13.46% Rank of AC ADN Program among ADN's in Nation 130 of 1146 11.34% Rank of AC ADN Program among RN's in Nation 275 of 1946 14.13%	

	<p><u>Percent Passing- 1st Time Candidates</u></p> <table><tr><td>AC ADN Program</td><td>96%</td></tr><tr><td>RN's Texas</td><td>89%</td></tr><tr><td>ADN's Nationally</td><td>84%</td></tr><tr><td>RN's Nationally</td><td>86%</td></tr></table> <p>3. Advising numbers for fall 2016- Traditional Option: 240; Transition Option: 100; Dumas: 15 for a total of 355. Eligible applicants: 114- Traditional (7 Dumas); 45- Transition Admissions for spring 2017 will be determined by the point system.</p> <p>Admission information for spring 2017:</p> <ul style="list-style-type: none">• Will have 2 admission cohorts: Amarillo and Dumas• Plan to have a total of 90 in the Intro level (depending on progression to Level 1)Amarillo- 70 and Dumas- 20• Dumas- plan to offer 13 additional students the opportunity for admission by driving to Dumas for two semesters; that will make 20 students• Depending on the number that progress from level 1 to level 2, will offer admission to an additional number of LVN (Transition students)- possibly 40• Dumas will hire a Supplemental Instructor for RNSG 1309 & 1301 and we will hire another SI leader for RNSG 1331. It is hoped that this instructor will be able to travel to Dumas one day/wk for an SI session.• Plan was to wait until fall 2017 to have a clinical group at Moore County Hospital. That plan may	AC ADN Program	96%	RN's Texas	89%	ADN's Nationally	84%	RN's Nationally	86%	
AC ADN Program	96%									
RN's Texas	89%									
ADN's Nationally	84%									
RN's Nationally	86%									
		Faculty will be responsible for								

	<p>change- update will follow after the decision is made.</p> <p>4. In January faculty will need to make a final decision regarding which accrediting agency we will be with. Also, in an effort to have a better understanding of these accrediting Standards, each committee will be responsible for tracking the requirements in these standards. In the past, only certain committees were responsible. Shadbolt will give those committee responsibilities out in January.</p> <p>5. Technology Requirements- Debby Hall has sent out updated information for classroom and clinical syllabi, so instructors should be sure that those are updated for spring 2017. Please, begin the spring semester by requiring that students bring their devices to class. Reinforce this by having activities or quizzes during the class time and move away from total lecture. As a profession we honor evidence-based practice, and we as educators need to be on the cutting edge in the classroom, lab, and clinical areas.</p> <p>6. Sim Central- very busy- 187 events/month, 15/wk.; the new simulation center is on schedule to be completed by August 2017; Dulcina Hurtado is the new staff member- scheduling questions can be directed to her; all scheduling of events should go through the online site; will be adding a new full-time position that they want to have a nursing background. Texas Tech will be bringing their BSN program to Amarillo by fall 2017.</p> <p>7. Tammy Bjork, RN- hired as another full-time tutor. She will</p>	<p>reading information re: CNEA and ACEN and be prepared to make a decision in January.</p>
--	--	---

	<p>begin in January for spring 2017 semester. Tammy graduated from our program in fall 2014 and has experience in surgery and is presently working at Amarillo Diagnostic Clinic.</p> <p>8. Faculty report back on Monday, January 9, 2017. Watch your email for dates of meetings to be scheduled that week.</p> <p>9. December birthdays: Cele Rangel- December 14th ; LaVon Barrett- December 19th</p>	
3.0 ADN Program Committee Reports	<p><u>3.1 Admission and Progression – Mathias</u> Committee will meet December 15th and December 16th, 2016.</p> <p><u>3.2 Curriculum – Young</u> Date: Met on November 28, 2016 Faculty Handbook: L. Shadbolt reviewed changes that were made to position descriptions in the nursing division. Committee members reviewed and discussed the changes to the position descriptions. There were a few minor changes consisting of review dates. Shadbolt reviewed the workload model for clinical to reflect the increase in workload for clinical faculty. Committee members reviewed and discussed changes to the workload for clinical faculty. Workload for clinical will increase from 0.75 to 0.80 starting in the Spring 2017.</p> <p>Public Relations: L. Shadbolt reported that Phyllis Pastwa was accepted into the 2017 National League for Nursing (NLN) LEAD program. Congratulations to her and best wishes.</p> <p>Documentation Task Force update: J. Kyle provided updates regarding the pilot electronic care plan and documentation that was used in Med/Surg level 3 course this semester. Kyle reported that the evaluations from students were mixed with some students liking the electronic forms while other students did not. Kyle reported that instructors liked the electronic format. T. Rhodes reported that she</p>	<p>Changes were brought by the committee in the form of a motion. The motion was seconded by Angie Downs. The motion carried by majority vote.</p>

	<p>had been using electronic forms as well, but had not done a survey, but would get a survey out to students before the end of the semester. Rhodes reported that her level instructors that were using the electronic forms liked the new electronic care plan and documentation forms overall.</p> <p>Documentation Task Force reported on the release and use of 3 daily documentation forms that will be started in the Spring 2017 by students and faculty in the clinical facilities. There will be training sessions set up for faculty at the beginning of the Spring 2017 semester in order to get everyone familiar with the forms and how to use Blackboard to grade and return forms. Students will be oriented to the forms during clinical orientation sessions and shown how to upload them in Blackboard.</p> <p>Facial Hair- Clinical Setting</p> <p>B. Matthews reported that she had a male student in clinical this semester that had not shaven/groomed and was not professional in appearance. She reported that there was no specific "facial hair/grooming" statement in the current clinical dress code policy that allowed her to give the student a clinical warning for this. Matthews also mentioned that she knew of another faculty member that had a similar problem in regards to facial hair (male student) in the clinical setting as well, but was unable to find information regarding facial hair in the clinical setting. J. Cannon mentioned that she believed this issue had been addressed in the past as well. D. Hall reported that she was aware of one of the incidents in regard to facial hair in the clinical setting this semester and had reviewed the policies and did not see any specific policy for facial hair. The committee reviewed and discussed professional appearance and sanitation in the clinical setting.</p>	<p>It was discussed and agreed upon that students should maintain a neat, clean and professional appearance.</p>
--	--	--

	<p>The CDC only addresses facial hair issues with the N-95 masks. Curriculum Committee will review and address this policy issue in the Spring 2017.</p> <p>Nail Polish- Clinical Setting</p> <p>J. Embrey mentioned that she heard that there was talk about there were new recommendations from healthcare facilities that there to be no nail polish worn in the clinical setting. The current student dress code policy allows for clear nail polish to be worn and clear polish only. If there are changes in the clinical facilities, then the committee will look at the policy again.</p> <p><u>3.3 Research and Program Effectiveness – Rhodes</u></p> <p>No report</p>	
<p>4.0 Associate Degree Nursing level Reports</p>	<p><u>4.1 Level I – J. Cannon</u></p> <p><u>RNSG 1309 – 001 - Intro</u></p> <p>54 students attending</p> <p>7 drops</p> <p>5 not passing</p> <p><u>RNSG 1309 – 002 - Intro</u></p> <p>26 students attending</p> <p>2 drops</p> <p>3 not passing</p> <p><u>RNSG 1309 – 004 Intro Dumas Campus</u></p> <p>6 students attending</p> <p>No drops</p> <p>1 not passing</p> <p>All 3 sections - Total of 86 students – potential of 77 – 81 to pass the course</p> <p><u>RNSG 1105 – Nursing Skills</u></p> <p>Total of 4 skills sections</p>	

	<p>80 students attending 9 drops Everyone is passing, but 16 still have to repeat the final skill Total of 80 students should pass the course</p> <p><u>RNSG 1301 – 001 - Pharmacology</u> 26 students attending 6 not passing (all are greater than 71 – 5 of these expected to pass) 2 drops</p> <p><u>RNSG 1301 – 002 - Pharmacology</u> 48 students attending 5 drops 11 not passing (5 of these are expected to pass, but 6 are under 70) Both Amarillo Sections: Total of 74 students – potential of 65 or greater to pass the course</p> <p><u>RNSG 1301-004 – Pharmacology Dumas Campus</u> 6 students attending No drops 1 failing – taking Module 4 exam today Total of 6 students – hopefully all will pass All 3 Sections – Total of 80 students – potential of 71 or greater to pass the course</p> <p><u>RNSG 1331-001 - Principles</u> 22 attending 4 drops 3 not passing after Exam 4</p> <p><u>RNSG 1331-002 - Principles</u> 12 attending 1 drop 2 not passing after Exam 4 Both Sections: Total of 34 students attending – potential of 30 to 31</p>	
--	--	--

	<p>students to pass the course</p> <p><u>4.2 Level II – T. Rhodes</u></p> <p><i>CDM 1</i> Beginning: 42 students Drop: 0 Clinical: Everyone passing Final: Wed, Dec 14th</p> <p><i>Transition</i> Beginning: 26 students Drop: 1 Clinical: Everyone passing Final: Mon, Dec 12th</p> <p><i>OB</i> Beginning: 65 students Drop: 1 Clinical: Everyone passed Final: Mon, Dec 12th</p> <p><i>Pediatrics</i> Beginning: 69 students Drop: 0 Clinical: Everyone passing</p>	
--	---	--

	Final: Tues, Dec 13th <u>4.3 Level III - P. Hogue</u> <u>4.4 Level IV - V. Johnson</u> 10 failing after Professional Nursing after 2 nd exam. The 2 nd Advanced Concepts exam is currently in progress.	
5.0 Additional Items/Announcements	Graduates were nominated and voted on for the pinning ceremony awards. Outstanding Major- John Garcia Clinical Awards- Cynthia Braddock & Vanessa Talmadge Leadership Award- Kaile Sweitz Honor Award- Diedra Frazier (3.87 gpa)	C. Bonds will order the plaques and checks. J. Cannon will bring the honor pins.
6.0 Adjournment	Meeting was adjourned at 4:15 p.m.	

Lyndi C. Shadbolt Feb. 1, 2017
Lyndi C. Shadbolt, ADN Program Director Date