

AMARILLO COLLEGE

ASSOCIATE DEGREE NURSING FACULTY MEETING MINUTES

DATE: September 25, 2017

TIME & PLACE: 1:30 pm WCJH 207

ATTENDANCE: Angela Downs, Jeanette Embrey, Deborah Hall, Paul Hogue, Marianne Jones, Susan McClure, Phyllis Pastwa, Tamara Rhodes, Lyndi Shadbolt, Annette Watts, Connie Bonds – Executive Secretary

ABSENT: Kati Alley, Jan Cannon, Denise Hirsch, Verena Johnson, Marcia Julian, Jody Kile, Tabatha Mathias, Becky Matthews, Khristi McKelvy, Kim Pinter, Claudia Reed, DeeAnne Sisco, Catherine Stout, Kelly Voelm, Ramona Yarbrough,

AGENDA: See attached

MINUTES:

TOPIC	Standard/Rule	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 Opening Remarks Approval of Minutes	TBON 215.7(n)(1)	Ms. Shadbolt called the meeting to order at 1:40 p.m. The minutes from the faculty meeting on August 20, 2017 were approved.	Jeanette Embrey made a motion to accept the minutes. Angela Downs seconded the motion. The motion carried by majority vote.
2.0 Director Report	ACEN 2.6 and 2.10	Shadbolt reported the following: College Information Faculty Development is being revamped to give faculty a \$500 stipend each semester if they attend 'qualifying' presentations. Presentations need to be "High Impact Practices" / pedagogy, and can include information from conferences that faculty attend. But, everything has to be approved through Cheryl Oldham or Becky Burton. So, any of our faculty development for Nursing needs to be submitted to them so that faculty get credit for the time. It is important that faculty who attend conferences bring back information and give presentations- to Nursing faculty, Health Sciences faculty, or College faculty. The more you attend and present, the more hours you will earn toward points which equals money! Courses that are taken toward a degree will still count toward promotion and step raises. If your courses or continuing ed include teaching practices versus content, then, if approved, it will count toward the hours needed for \$500 stipend. Right now, the plan is to have 1 hour= 10 points and you will need 500 points to equal \$500 hours. We have also let Administration know that things shouldn't always be on Thursday's or Friday's	Nursing faculty development presentations will be submitted through the appropriate channels so that faculty can receive credit.

	due to clinical schedules. They have promised to have things available on video so that faculty can receive credit. Each faculty member is required to record 250 points (25 hours) from September through August and you will receive \$250 for the 25 hours. The September 29th session that Heather Voran sent out is not optional attendance, so this session will be recorded for those who can't attend. The 1st year seminar will be revamped and Developmental Ed will be taking over this course to make it truly a 'college prep' course so that students will be ready. The ACE scholarship program will change beginning in fall 2018 to include students from all Amarillo High Schools. Some of the requirements will be: 80% gpa, 90% attendance. Students will have 3 years after graduation from HS to use the Amarillo College scholarship. Program Information <u>Application Orientation Sessions</u>- began September 21, 2017 and will be conducted on Monday's and Thursday's for both Traditional and Transition. L. Barrett and L. Shadbolt will go to Dumas on Friday, October 6, 2017. Applications will be due November 21, 2017. <u>NCLEX-RN update</u>- final information will be sent out from Texas BON after September 30, 2017. <u>Graduate Exit Survey</u>- May 2017 68%- jobs at graduation 80%- will stay in Amarillo 11%- will work within 50-100 miles of Amarillo 9%- will work >100 miles from Amarillo <u>Spring 2018 Registration</u>- there will be not be early registration for any RNSG courses. Registration will begin on Monday, December 18, 2017 after all grades have been recorded. This change does not affect general education courses, so students should definitely register early for these courses. <u>Perkins Award</u>- Nursing was awarded \$47,191 of requested equipment. K. McKelvy is getting bids on the equipment and then will oversee ordering and setting it up. <u>NCLEX-RN Program Report</u>- Each faculty member has been sent a report for the 2016-2017 (April-March) graduates' test performance. This report reflects the testing performance of our 'typical' graduate who tested for the first time. (See	Faculty will be responsible for viewing sessions when they are made available. Shadbolt will share the final report when it is received from TBON No action necessary No action necessary K. McKelvy will receive bids and then order requested equipment by the deadlines. Areas identified as needing improvement will be included as EAQ's for the NCLEX Prep Groups
ACEN 6.4		
ACEN 5.3		
ACEN 6.2, 6.3, 6.4		

	ACEN 2.8, 2.9	attached report.) ACEN Standard 2- Faculty & Staff (Areas of Importance) - Faculty mentoring programs - Faculty evaluation processes - Evidence-based initiatives - Clinical Education The ACEN has asked for poster presentations at its first "Quality Education Through Accreditation" Conference in July 2018. Shadbolt will be sharing these best practice topics as areas of importance that Nursing committees can use as measuring sticks for our program. Community Information Step Up to Success (SUTS), November 15, 2017 8:00- 12:00, High School Jr/Sr who have expressed an interest in Nursing will attend breakout sessions with information about Professional Nursing. J. Embrey will be attending, but there is still time for anyone else to attend and help. Jennifer Pina- Level 4 Transition student has been awarded the TNA/Panhandle 25 Great Nurses \$1000 scholarship which will be presented at the banquet in October.	(Level 4) to assure that graduates have spent time reviewing. Shadbolt will communicate these to the appropriate committees.
3.0 ADN Program Committee Reports	ACEN 3.1; 3.3	3.1 Admission and Progression – Pastwa The A&P committee brings the following policy to the ADN Faculty as a motion: Acceleration of RNSG Classes The Associate Degree Nursing Program of study is designed to be completed in five (5) fall and spring semesters. Depending on clinical space availability and Instructor availability RNSG courses may be offered during summer sessions. Courses offered during each academic year's summer sessions may vary according to need. Acceleration of a 'level' (semester) of the ADN Program of Study may be offered and is dependent on the same above factors. Students will be informed of any level acceleration during the spring semester. Students are not guaranteed summer acceleration of any ADN Program of Study level. When acceleration of a semester/level occurs, students must meet the eligibility requirements in order to be considered. Those requirements are as follows: - Must maintain a 3.0 grade point average for all courses applicable to the ADN Program of Study - May not have repeated any RNSG courses during this admission period	Rhodes seconded the motion; online voting was conducted by Pastwa and there was a majority accepted the new policy. The Curriculum Committee will assure that this information is updated in the appropriate handbooks.

		- Must have successfully completed the General Education courses required for the accelerated level prior to being considered. A random drawing (lottery) or first-come-first-serve registration may be used as a means to choose eligible students for the accelerated courses. Written & Approved: 8/2017 Random Pool Drawing (Lottery) At various times, when a limited number of students are admitted to a course(s), a random pool (lottery) drawing may be used. A 'lottery' is a random drawing comprised of interested eligible students' names. The number of names drawn will be dependent on the spaces allowed for the course(s) offered. 5-10 'Alternates' will also be drawn at the same time and names will be kept in the order drawn. Eligible students and alternates will receive an email with confirmation information. Alternates will be used should any vacancies occur before the first day of class. All interested students will complete the required informational form. Students' signature on this form will indicate an understanding of the random drawing 'lottery' process. There is no guarantee of placement in the course(s) until after the drawing has taken place. Written & Approved 8/2017 These new policies will be added to the ADN Student Handbook 2017-2018 and to the ADN Faculty Handbook 2017-2018 where appropriate. 3.2 Curriculum – Embrey Curriculum Committee met on Sept 18. Ms. Shadbolt presented the results of the report from Mountain Measures. This report was presented to faculty on September 25, 2017. <u>Staff development:</u> There will be a staff development program on ethics on September 27 at noon. 1.2 contact hours are attached to this webinar from Nurse Tim, Inc Another staff development is planned for October 25, 2017 with Melinda Mitchell Jones and Ahna Parker from TT on JCAHO & Infection Control. <u>Documentation Task Force Report:</u> Students need to be reminded to use full operating systems that have a hard drive, Windows and Adobe Acrobat DC for successful download into Blackboard. Office 365 has a free download and it has Word. Android devices do not have all the elements needed for successful downloads. The committee suggest that a short instructional program or video be produced that shows the students how to work with their clinical papers in blackboard.
--	--	---

	ACEN 3.8 ACEN 5.4	This will be referred to the Instructional Resource Committee for follow-up. Level II Pilot: Due to the quick patient turnover and congestion on med-surg clinical floors, Level II faculty are working with students on Thursday mornings to receive their patient assignments. A schedule for Thursday and Friday was outlined by K. Young based on best practice methods. Time for preparation and understanding of the nursing process will be addressed by extending post clinical conference time for both days. The new assignment method will be piloted this semester with result reported at the end of this semester. Book List: Any new suggestions or changes need to come to the curriculum committee. Next Curriculum Committee meeting is Monday, October 23, 2017 1:30 PM. <u>3.3 Research and Program Effectiveness – Rhodes</u> Committee is collecting data from summer courses and the new CPEC.	Faculty are reminded that technology requirements should be placed in the course syllabus.
4.0 Associate Degree Nursing level Reports		<u>4.1 Level I – J. Cannon –</u> <u>RNSG 1309 – 001 and 002 - Intro</u> 91 students initially enrolled 2 drops 89 attending 26 not passing after first exam Next exam is Monday, September 25 <u>RNSG 1105 – Nursing Skills</u> For all sections of skills: Starting enrollment: 91 2 drops 89 students currently attending Passing: 89 students currently attending are passing <u>RNSG 1301 – 001 and 002- Pharmacology</u> 79 students initially enrolled between section 001 and 002 78 students attending 1 drop 17 not passing after the first exam (28 A's; 22 B's, 11 C's, and those not passing are mostly 73's) <u>RNSG 1301-004 – Pharmacology Dumas Campus</u> 7 students initially enrolled and 7 attending No drops	No actions/recommendations

		1 not passing after the first exam Gave first D&S exam. Only two of the 7 passed the first attempt <u>RNSG 1331-001 and RNSG 1331-002 - Principles</u> Starting enrollment: 60 students (71 total with Dumas) 60 attending between both sections No drops 25 failing after first exam <u>RNSG 1331-003 -- Principles -- Dumas</u> 11 initially enrolled 0 drops 11 attending 2 not passing after Exam 1 <u>RNSG 1362 -- Clinical -- Principles of Clinical Decision Making</u> Starting enrollment: 71 students All attending <u>4.2 Level II -- T. Rhodes --</u> <u>4.3 Level III - P. Hogue --</u> Mental Health A= 4 B= 26 C= 7 D= 3 F= 5 <u>4.4 Level IV -- V. Johnson -</u> Advanced Concepts: module 1 exam today Professional Nursing: 17 students not passing after one exam NCLEX Prep: all students are completed their EAQ assignments	Students will be referred to the tutoring center so the students will have everything available to them so they can be successful.
5.0 Additional Items/Announcements		Rhodes voiced her concern over students requesting extra one-on-one tutoring with her this semester. She feels like she doesn't have enough time for tutoring before AND after a test. Other instructors advised they refer the students to the tutoring center.	
6.0 Adjournment		Meeting was adjourned at 2:25 p.m.	

Lyndi C Shadbolt

Lyndi Shadbolt, ADN Program Director

1/19/18

Date