

AMARILLO COLLEGE

NURSING FACULTY MEETING MINUTES

DATE: August 15, 2018

TIME & PLACE: 1:00 pm WCJH - 205

ATTENDANCE: Kati Alley, LaVon Barrett, Jan Cannon, Kim Crowley, Treiva Daniels, Michelle Edmonds, Jeanette Embrey, Janie Gillett, Debby Hall, Paul Hogue, Verena Johnson, Marianne Jones, Jody Kile, Tabatha Mathias, Becky Matthews, Chandra Melton, Sarah Milford, Susan McClure, Khristi McKelvy, Kim Pinter, Claudia Reed, Tamara Rhodes, Mark Rowh, DeeAnne Sisco, Kim Smith, Kathy Snider, Catherine Stout, Kelly Voelm, Annette Watts, Kerrie Young, April Bonds – VN Staff Assistant, Connie Bonds – Executive Secretary

ABSENT: Anna Esquibel

AGENDA:

MINUTES:

TOPIC	DISCUSSION/RATIONALE	ACTION/RECOMMENDATION
1.0 Opening Remarks Approval of Minutes	Debby Hall called the meeting to order at 1:00 p.m. Minutes from the nursing faculty meeting on April 25, 2018 were tabled until the next meeting in order for faculty to review.	
2.0 Report from Dean of Health Sciences	Mark Rowh reiterated the need to be in compliance with Title IX. He also advised that the budget presentation being held simultaneously during this meeting would be archived and available to watch at a later date. Kim Crowley announced the new Director of the ADN Program is Dr. Sandra Brannan. Her state date is October 1, 2018.	No action/recommendation
3.0 Report from VN Director	LaVon Barrett announced that BSA and NWTSHS will no longer accept the State of Texas Varicella waiver. Students will either have to show proof of the required immunizations or a positive titer.	No action/recommendation

	The VN program accepted 81 applications for the Fall 2018 Semester. 50 were accepted plus 8 repeaters Total: 58 Level 1 = 58 Level 2 = 35 Total of 93 in the program for the Fall 2018 semester.	
4.0 Report from ADN Director	There were application submitted to the ADN program for Fall 2018 semester. will start this semester in this program. There were applications submitted to the Transition program for Fall 2018. 19 students will start this semester in this program. Debby Hall reported 9 students to the Summer 2018 Pharmacology course. Annette Watts will be teaching Pharmacology with the resignation of Phyllis Pastwa. Janie Gillett will be teaching Mental Health with the retirement of Paul Hogue. Kathy Snider has been hired as ADN faculty. She will be teaching Introduction to Nursing and Skills in Level I. Brenda Stoddard has also been hired as ADN faculty. Due to commitments at her current job, she will need to give a 60 day notice. Joe Vinson has been hired as part time clinical instructor.	No action/recommendation
5.0 Report from West Campus Tutoring Center	Mark advised that Anna Esquivel will be part time in the tutoring center. Jeannie George will be in tutoring 25% and SSS 75%. There are 3 other tutors.	No action/recommendation
6.0 College Committee Reports	6.1 Academic Technology- Johnson – no report 6.2 Assessment- Alley, Rhodes – Due to conflict with nursing faculty schedules, the nursing data was not submitted. 6.3 Commencement– no report 6.4 Curriculum- Barrett – All changes have been submitted. Barrett will no longer be on the committee. Debby Hall will be our representative.	No action/recommendation

	<u>6.5 Developmental Education Council- Pinter – No report</u> <u>6.6 Faculty Handbook- Kile - No report</u> <u>6.7 Faculty Professional Development- Matthews, Milford, Voelm</u> No report <u>6.8 Faculty Senate- Sisco, Milford, - No report</u> <u>6.9 Financial Aid Appeals-</u> Marianne Jones volunteered to be on this committee. <u>6.10 Library Network Advisory- Daniels, Matthews, Milford – No report</u> <u>6.11 Rank and Tenure – Barrett, Cannon, Johnson-</u> No report <u>6.12 Wellness – Watts – No report</u>	No action/recommendation
7.0 Nursing Program Committee Reports	<u>7.1 Instructional Resources- Hirsch, McKelvy, Milford – Met on May 4, 2018</u> New Skills Tote Bags will be available to student in the ADN & VN. The new bags are from Pocket Nurse. We will finish the old bags (the ADN bags will not have a Stethoscope or BP Cuff and the VN bags will have a sterile Dressing change kit instead of a Central line kit. Stethoscopes and BP cuffs are available in the Bookstore and also the SNA will be selling these also. The faculty Simulation Class Train the Trainer will start this fall. The NLN videos are available (started this summer) The pass code and link have been sent out to faculty. 2 hours of continuing education credit are available with each video. We will have periodic meetings to discuss the content and work on simulation during the next 2 semesters. One end goal is to get faculty certified in simulation.	

	We have been working on updating all the folders for clinical makeup instruction. There are a few that need to be updated still. Perkins list. If anyone has something they may like to have placed on the list, please let us know. We usually only have a few weeks to get the list turned in when they request it. We need to know vendors, costs, ect. Computers are available in the Bookstore that meet the AC Nursing computer requirements- (Acer- \$315 & Asus - \$399.) <u>7.2 Nursing Peer Review- Smith</u> - no report <u>7.3 Research & Program Evaluation- Kile, Rhodes</u>– No report <u>7.4 Student Activities- Jones, Pinter</u> – Welcome Back is scheduled for August 28, 2018. T-shirts, blood pressure cuffs and stethoscopes will be available for purchase. New officers will be chosen and this semester promises to have a large group of members. <u>7.5 Testing- Johnson</u> - Tutoring contract has been revised to reflect the new name of the Tutoring center.	Faculty will advise McKelvy of items for purchase through Perkins.
8.0 Other Reports	<u>8.1 Advising- McClure</u> – Susan McClure advised Badger Beginnings was held from 8:00 a.m. -4:00 p.m. and worked well for the students. Enrollment is down slightly from 8700 to 8500. Purge for non payment will occur on 08/11/2018. Please remember that a student must be registered and appear on the class roster to be allowed to attend class. <u>8.2 NRC- McKelvy</u> – Calendars are full for fall. If you have any additions/changes, please contact them as soon as possible.	

	8.3 Staff Development- Sisco, Melton – Staff development opportunities/lunch and learn opportunities are being planned. 8.4 Treasurer's Report- McKelvy - There is currently \$279.54 in the account. Since Denise Hirsch retired, it was discussed that Khristi McKelvy and Connie Bonds would be added to the bank account. It was also suggested that dues be raised to \$50.	P. Hogue made a motion to add K. McKelvy and C. Bonds to the bank account and to raise dues to \$50. Mathias seconded the motion. The motion carried by majority vote.
9.0 Additional Items Announcements		Faculty who have not paid dues, please pay.
10.0 Adjournment	Meeting adjourned at 1:55 p.m.	



LaVon Barrett, LVN Program Director



Debby Hall, Interim ADN Program Director

10/3/2018

Date

10/3/2018

Date