**Date: December 8, 2017 Facilitator:** Bobby Holbrook and Dr. Deb Selman

**Minutes:** Chris Renda and Wendy Morris

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| **Topic** | **Presenter** | **Time** |
| Call to Order | Deb Selman | 9:30 – 12:00 |
| Attendance | All Faculty and StaffWelcome: Students, Adjuncts, Clinical Associates |  |
| Approval of Minutes from Nov 17th, 2017 Meeting | Deb Selman |  |
| **Business:**  |  |  |
| 1. Mission and Administrative Capacity

A. ACEN Nurse Administrator Meeting ReportB. Florida Board of Nursing Update Multi-state CompactC. ANEW Hybrid vs Online | Deb Selman |  |
| 1. Faculty and Staff

A. Admission Growth Five Year Plan Draft need for additional FacultyB. Supplies, Inventory, and future needsC. ARC recipient presentation Marti and Margaret | Bobby HolbrookMarti and Margaret |  |
| 1. Students

A. Use of Early Alert B. Simulation technology students orientation | Deb SelmanLynn Crandell |  |
| 1. Curriculum

A. ATI Representative ReportB. Course Lead Level UpdatesC. Discussion for terms of Course Leads and responsibilities | Deb SelmanFaculty LeadsAll Faculty |  |
| 1. Resources

A. Budget ReportB. Travel award distribution of funds | Deb Selman |  |
| 1. Outcomes

A. AEC Committee UpdateB. ATI Pilot CBC | Pat ZebrookDebra Weeks |  |
| **Other Business**A. Spring start open discussion | Deb SelmanAll Faculty |  |
|  Adjourn |  |  |