**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 Staff  Welcome: 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 Report  B. Florida Board of Nursing Update Multi-state Compact  C. ANEW Hybrid vs Online | Deb Selman |  |
| 1. Faculty and Staff   A. Admission Growth Five Year Plan Draft need for additional Faculty  B. Supplies, Inventory, and future needs  C. ARC recipient presentation Marti and Margaret | Bobby Holbrook  Marti and Margaret |  |
| 1. Students   A. Use of Early Alert  B. Simulation technology students orientation | Deb Selman  Lynn Crandell |  |
| 1. Curriculum   A. ATI Representative Report  B. Course Lead Level Updates  C. Discussion for terms of Course Leads and responsibilities | Deb Selman  Faculty Leads  All Faculty |  |
| 1. Resources   A. Budget Report  B. Travel award distribution of funds | Deb Selman |  |
| 1. Outcomes   A. AEC Committee Update  B. ATI Pilot CBC | Pat Zebrook  Debra Weeks |  |
| **Other Business**  A. Spring start open discussion | Deb Selman  All Faculty |  |
| Adjourn |  |  |