

**SoHP Leadership Meeting
February 18, 2020
Bldg. A Room 137**

Dr. Tropello called the meeting to order at 2:05 pm.

Attendees

Dr. Paula Tropello – Dean, School of Health Professions
Dr. Patricia Voelpel – Associate Dean, Nursing
Donna Johnson – Program Director, AS Nursing (via cellphone)
Bobby Holbrook – Program Director, BS Nursing
Deborah Selman – Director, Accreditation & Simulation Education for Nursing
Karen Molumby – Program Director, Dental Hygiene
Sindee Karpel – Department Chair, BS Cardiopulmonary Science
Terry McVannel-Erwin – Human Services - Department Chair/Faculty
Jeff Davis – Cardiovascular Technology – Director
Jean Newberry - Program Director, Respiratory Care
Jim Mayhew – Radiologic Technology – Director
Deborah Howard – Health Information Technology – Director
Joe Washburn – EMT/Paramedic/Fire Science - Director
Cassie Steves - Student Success Advisor II, School of Health Professions
Sarah Gingrich - Student Success Advisor II, SOPH Nursing
Hristo Kovatchki – Simulation Technology Specialist
Tamra Pacheco – Instructional Assistant (scribe)

Dr. Tropello stated that this is a continuation of last week’s meeting and will cover the remaining items on the agenda such as Perkins funds/donations, events, and director reports.

Perkins Funds

- Dr. Tropello stated that she submitted the program needs to Dr. Deluca for review.
- She stated that everyone needs to complete the Perkins form for each of their programs.

Events

- February 21st – Dr. Tropello stated more donors are coming to tour the Sim hospital and Dental clinic. Hristo and Tessa will be in the sim hospital. Since Karen has interviews scheduled on that day in A-137 & 138 and the dental clinic will be closed, Adriana will walk them through the dental clinic.
- February 24th – EMS, Respiratory Care, and Nursing are having a simulation event from 9 to 11 in AA – 222, sim hospital, ICU, and all of the sitting areas upstairs. EMS and RC will have tours from 12-3 and from 3 to 3:30 there will be a simulation demonstration with a manikin that bleeds when cut.
 - Joe Washburn stated that he spoke to Joe Kramp about the flyer and pointed out that the flyer was not exclusively about our event and mainly was about the

- Rauschenberg Museum event. Joe Washburn informed Joe Kramp that some of our programs were excluded from the description of our “Save a life day” on the 24th and we are expecting members of the community to attend.
- February 28th – Christy Gilfert, Interim Vice Provost of Student Affairs, is looking for a volunteer to speak about their program at the workforce seminar. Joe Washburn volunteered.
 - February 29th – STEM camp day on the Lee campus.
 - Respiratory Care, Cardiovascular Technology, Dental Hygiene, Radiology, and EMS have already committed to participate.
 - Dr. Tropello informed Joe Washburn that Adriana will get the money for the lunch. Joe Washburn stated that he will have a Spanish/Mexican buffet.
 - March 15th – Deadline to notify those on continuing contracts of their renewal.
 - March 17th – Physicians Regional’s CEO wants to meet with SHP from 2 to 4:30 to discuss collaborations with anyone who is available.
 - Jim Mayhew stated that they have students at Pine Ridge location, but not the 951 location. He stated that they do not have enough patients for our students to attend a clinical rotation there.
 - Bobby Holbrook stated that it is difficult to get our students in the facility due to their requirements.
 - April 25th – Jeff Davis stated that Donna Sabat, the donor of .5 million to the CVT program, will be visiting the college for a tour. There will be around 100 people, including President Allbritten, members of the community, physicians, and students who will visit the cath lab.
 - The donor wants the focus on the students, not themselves.
 - The foundation and the donor will drive the event.
 - Dr. Tropello stated that maybe we can get matching tables for the classroom by then.
 - Dr. Tropello stated that the \$500,000 donation can be used for any program and it would be beneficial for other program directors to attend.

Reports

General SHP

- Dr. Tropello stated that she would like to give a report on her conference at UF. Teamwork is so important and it is best to refer those seeking information to those who are experts in that area of healthcare.
- Dr. Tropello stated that Myra Walters is retiring and there is a party for that occasion. They are requesting a \$5 donation for the event or a donation to the scholarship that is created on her behalf.
- Dr. Tropello inquired on how many furniture changes are needed. Jean Newberry stated that she will put in a request for the store room to add shelving.
- Dr. Tropello stated that President Allbritten stated there will be a second residence hall built on the Lee campus.
- Dr. Tropello stated that the registrar does not like the way we had our limited access programs coded. We used to have it labeled as an AA with a focus for the program, but that was eliminated. Now they do not like to have the students listed as non-degree

seeking and want to replace it with a name. Joe Van Gaalan may be contacting the program directors regarding this issue.

- Deborah Howard inquired if e-portfolios are sent to the dean. Joe Washburn stated that they are sent to an assigned person. Dr. Tropello will contact HR. Dr. Selman stated that there is a form to complete for the process.
- Karen Molumby stated that she has a coordinator who is required to complete an e-portfolio and they just started in the fall. Other attendees recommended that she put n/a in all of the fields that she cannot complete due to the short time period of teaching.
- Cassie Steves stated that financial aid will now pay summer tuition for students who have aid left over after their fall and spring disbursement.
- Cassie Steves stated that the BUCS CARE program has been established to assist students with their food pantry and mental health concerns. Angela Snyder, the Assistant Dean of Students, is available to assist those students in need.
- Dr. Tropello stated that we are interviewing for a new staff assistant to replace Martha Pena this week and Jean Newberry volunteered to be on the committee along with Tamra Pacheco and Adriana Figueroa.
- Dr. Tropello thanked Jim Mayhew and Joe Washburn for volunteering as the building safety officers. Joe Washburn stated that they have not been contacted by anyone at the college regarding their role.
- Adriana Figueroa is completing all of the travel arrangements for all SHP programs except Nursing and EMS.

Nursing

- Dr. Voelpel stated that she has an opening for a department chair for Nursing and there needs to be an election once people volunteer.
- Dr. Tropello stated that she was asked if Nursing would like to extend their program onto Hendry Glades.
- Hristo Kovatchki stated that the pediatric 5-year-old manikin is scheduled to be delivered today.
- Dr. Tropello inquired if the carpet outside of the sim hospital be replaced and how is that requested. Jean Newberry stated that JR informed her that he was out of funds. Joe Washburn and Jean Newberry stated that flooring should be used rather than carpet.
- Patty Voelpel stated that the carpet will not be cleaned until spring break. Joe Washburn recommended that we check into cleaning contracts. Matt should be consulted to get things done.
- Dr. Tropello stated that it should be a high priority to replace the carpet leading to the sim hospital for tours and community visits.
- Dr. Tropello stated that we should add more artwork to the walls inside the sim hospital.
- Deborah Selman stated that Patty Voelpel and she has been working on assessing what they have for simulation and will provide a report when completed.
- Bobby Holbrook stated that he received a report from the February 5th meeting and they are making them simpler and easier to read.
- Dr. Tropello stated that Business, Education, and Nursing will be under the new Provost for Workforce.
- Dr. Voelpel stated that she is adding an interview to the admission process for Nursing.

- Donna Johnson is returning to the college tomorrow and will work half days for the next week. She is doing research for the nursing program that considers the President's initiatives for education abroad and undergraduate research.
- Dr. Tropello stated that we could do team based research. She would like everyone to come up with a topic to use for interdisciplinary research with students.

Dental Hygiene

- Karen Molumby stated that the written self-study for program accreditation is due this summer. The site visit is scheduled for February 24 - 25, 2021 and the next site visit will be 7 years after that.
- The Give Kids A Smile event was a success. There were 87 kids at the event. EMS saw 60 of them. Joe Washburn stated that it was great and two infants were assessed by everyone. Karen Molumby stated that it was well organized this year and using a number system for each child was beneficial for getting them through their cleaning and other activities.
- Karen Molumby stated that the Dental Hygiene students take 4 licensing exams. Two of them are offered during the spring semester on March 6th and April 24th. This will be the 25th year of 100% pass rate on those exams.

BS Cardiopulmonary Science & Respiratory Care

- Jean Newberry stated that we are accepting applications for students for Fall 2020 for RC and CVT.
- The RC and CVT programs have changed the humanities requirement to any humanities rather than only core or writing intensive.
- Sindee Karpel stated that we have 9 students completing the capstone this spring. We are promoting the \$10,000 for the BS Cardiopulmonary Science program.

Social and Human Services

- Terry McVannel-Erwin stated that they have a dynamic group of students this year. One student is completing their residency at Golisano. There are 8 to 10 students in the residency course this year.
- Terry McVannel-Erwin stated that she has student who complete the degree but they are unable to pass a math course. They are going to change the requirement from math to science.
- The SOHS conference is in April in Trinity, Florida. Terry McVannel-Erwin is taking 3 students for the first time.
- Terry McVannel-Erwin is working on the accreditation for the Social and Human Services program.

Health Information Technology

- Deborah Howard stated that Millennium wants to give 4 scholarships to students completing the coding certificate.
- Deborah Howard stated that Elizabeth Whitmer won a NISOD award for Faculty for her exceptional instruction along with her mobile application and keyboard inventions.

- HIT is going to be required to list Statistics for math and move to a revenue management track.

Open Discussion

Student Appearance & Hygiene

- Dr. Voelpel inquired if other programs address other aspects of student appearance besides the requirement to wear scrubs. Some of the directors stated that they follow hospital policies for student appearance at the clinical site.
- Joe Washburn stated that beards are not acceptable and his students must shave or he will dismiss them from lab to do so. They are given 3 strikes before being removed from the course/program.
- Jim Mayhew stated that they treat men and women the same with hair. Beards must only be quarter of an inch long. He also stated that if the mask does not fit in a mask fit test, the student must not enter high risk areas of the hospital.
- Karen Molumby stated that hair must be pulled back and beard must be ½ inch. They must wear their uniform in the clinic only to prevent contamination from the outside elements.
- Jean Newberry stated that they look for the strictest policy from the hospital to follow. The students must be in uniform when in pre-clinical class.
- Dr. Voelpel stated that wear their uniforms all day.
- Dr. Voelpel stated that they are eliminating ties and lab coats from their uniforms up north due to the spread of infection.

Service Dogs on Campus

- Karen Molumby stated that the service dog presentation was good and informative. She stated that there is no paperwork required to have a service dog.
- Karen Molumby stated that Susan Marcy stated that mental support animals, which are different than service dogs, are only allowed in the residence hall.
- Karen Molumby stated that no one with a service dog should be asked what disability they have.
- A service dog owner can be asked: Is it a service dog (if it does not have the vest or collar)? and What tasks does your service dog perform?
- A service dog can be dismissed from the classroom if it becomes out of control.

Dr. Trepello requested everyone to provide topics to Tamra Pacheco for the next meeting in April, no meeting in March.

Meeting adjourned at 3:00 pm