

Dean's Leadership Meeting
August 13, 2019 at 2:00 pm in A-137
Agenda

I. Welcome Back

- Dr. Tropello calls the meeting to order at 2:00 in A-137
- Review and approval of previous meeting minutes
- Announcements/updates for all of SHP
- Budget
- Convocation Day Schedule
- Chancellor's visit on August 22nd
- Suncoast Pulmonary Symposium
- Search for Associate Dean for Nursing

II. One Book Committee

III. Strategic Directions/Goals; New brochures & Recruitment

IV. Simulation updates – committee report

V. Accreditation – updates for upcoming site visits

- Dental Hygiene – Karen Molumby
- EMS – Joe Washburn

VI. Director Reports

VII. Foundation

- Focus on excellence, Mina Edison Society
- Children's Charity Funding

VIII. Workforce Needs

- New programs
- Charlotte campus

IX. OSHA and Ongoing Policy Committees

X. Open Discussion

SHP Leadership Meeting
August 13, 2019
Bldg. A Room 137

Dr. Tropello called the meeting to order at 2:00 pm. The attendees received the previous meeting minutes via email and were instructed to provide feedback with any changes to Tamra Pacheco.

Attendees

Dr. Paula Tropello – Dean, School of Health Professions
Deborah Howard – Director of HIT- Medical Billing & Coding
Donna Johnson – Program Director, Nursing
Bobby Holbrook – Program Director, Nursing
Hristo Kovatchki – Simulation Technology Specialist
Terry McVannel-Erwin – Human Services - Department Chair/Faculty
Susan Davis – CE Coordinator for BLS, ACLS, and PALS
Jeff Davis – Cardiovascular Technology – Director
Sindee Karpel – Respiratory Care – Faculty, BS Cardiopulmonary – Dept. Chair & Faculty
Jean Newberry – Respiratory Care – Director, BS Cardiopulmonary Instructor
Jim Mayhew – Radiologic Technology – Director
Karen Molumby – Dental Hygiene – Director
Cassie Steves - Student Success Advisor II, School of Health Professions
One Book Representatives
Tamra Pacheco – Instructional Assistant (scribe)

One Book

- The goal of One Book is to provide a common intellectual experience by reading the same book college wide.
- They are asking faculty to find a chapter that relates to what they teach (referring to the book “21 Lessons for the 21st Century”) which was handed out to each attendee of the meeting. The topics are diverse and can relate to different programs.
- There are thought leaders that work with each chapter of the book and there is a Canvas page containing modules for each chapter that include questions, ideas, and discussions for a class.
- When reading the book, it is best to select a chapter of interest rather than reading the whole book.
- They welcome the controversy to promote thinking.
- Elearning will take quotes from the book and post them on the wall in their office area.
- They announced that anyone can volunteer to do talks on the subject kickoff celebration during the 2nd week of school. There will be 14 events that cover 5 themes.
- There will be sessions with speakers and hands-on activities.
- There will also be book talks with guest speakers during the next two semesters.
- They will have an essay and poetry contest and a raffle for the most engaged students.

- They hope that all attendees will enjoy the book and encourage others to read it.

Announcements

- Dr. Tropello mentioned that tomorrow's meeting will be a general assembly with breakout session rooms assigned for each program.
- Dr. Tropello stated that the budget is tight and the needed positions were requested again. It does not sound like our requests will be fulfilled.
- The chancellor is coming to visit the Lee campus on August 22nd. She loves FSW and will spend half of the day in the School of Health Professions. She wants to visit the dental clinic, which opens on that day. Hristo will be in the simulation hospital for the tour and other programs can also participate.
- We have artwork hung on the walls outside of the simulation hospital that was produced by students in their art courses. They can include on their resume that their work is being displayed on campus.
- Jean Newberry mentioned the Suncoast Pulmonary Symposium that is being held at Hyatt Regency Coconut Point on September 4 – 6. Attendees will earn 12 CEUs for both days. Susan Davis will be speaking and Jean Newberry went over all of the sessions that are included in the conference. Attendees will also receive discount coupons for dining at the hotel.
- Terry McVannel-Erwin mentioned the conference that Human Services is hosting on Friday, October 25th from 1 to 5 in AA-177. The conference covers substance-exposed newborns & children. The speaker is Dr. William Liu from Lee Health.

Strategic Directions/Goals

- Dr. Tropello suggested that we need to add more program information and change the degree listing on the front of the brochure. Cassie Steves stated that we were going to include tabbed inserts for each program within the brochure.
- Dr. Tropello stated the we should review the brochure and submit suggestions for changes. She also stated that we do not need to include a picture of her in place of Dr. Collins.
- Cassie Steves stated that Greg Turchetta would be able to assist us with the marketing aspects of creating an effective brochure.

Goals & Directions

- Dr. Tropello stated that we may need to have a presence at Hendry Glades and Charlotte campuses.
- Bobby Holbrook stated that one of their faculty had an office at Hendry Glades and then they no longer had space for her there.
- Cassie Steves stated that she visits Hendry Glades 3 times a year.
- Susan Davis stated that we could go out there and involve the community. There is no hospital in the area and there are only 2 buildings on campus.

- Dr. Tropello stated that she would like to see more of the SHP programs on other campuses.
- Hristo stated that he is working on a spreadsheet that covers scheduling for all programs in the sim hospital. Dr. Tropello welcomes any comments from the attendees regarding the simulation hospital schedule.
- The phone extension for the sim hospital is 16903.

Accreditation

- Joe Washburn was unable to attend the meeting to provide information on the EMS accreditation.
- Karen Molumby stated that the self-study for Dental Hygiene has to be done by July 20, 2019. It will be the fourth time she has completed the self-study for the program. The site visit will be scheduled in 2021.
- Dr. Deborah Lux is the new Clinic Supervisor. Dr. Olitsky retired two years ago, but is now an adjunct for two courses in the program.

Director Reports

- Susan Davis stated that she is now the Director of Corporate Training & Services. Jessica took her previous position as the AHA Coordinator. There is a job opening in their department, but they are not in a hurry to fill it. Susan Davis now works more with the community and Jessica Beyreis attends student orientations on campus to explain the process for signing up for the BLS class.
- There are two BLS courses offered for staff and faculty are on September 9th and 10th with 25 seats for each class which are both full. There is a student fee which the staff also pays for the course.
- Karen Molumby stated that her staff will all need to take the BLS course before their certification expires in March.
- Dr. Tropello stated that they should have BLS classes on the Hendry Glades campus. Susan Davis stated that they have a community class fee that they can apply for those who attend.
- Dr. Donna Johnson is now the Director of AS Nursing. Nursing is looking for a new coordinator. The program has 12 adjuncts and Donna is building classes for all of them. Susan Redenik was a full time faculty member in which the adjuncts are replacing.
- 165 new students will attend orientation for the AS Nursing program. NCLEX scores were 88% for the last class and Donna is looking for a plan to increase to 90% for the next year.
- Bobby Holbrook stated that the AS Nursing program has rarely used adjunct faculty in the past. The challenge is that the adjuncts are here evenings and weekends when none of the staff are here to assist them in learning their roles in the program.
- Nursing has applied for a level 1 faculty and waiting for approval and funding. Bobby Holbrook stated that Cassie Steves will sit on the search committee for that position.
- There are 650 AS Nursing students, 250 BS Nursing students, and twice as many students that want to get into those programs.

- Nursing only has one person working 25 hours a week to handle their admissions process. No one is doing the follow up with all of the applicants. Students that are contacted are happy and more are out there to reach.
- Dr. Tropello stated that Leadership is a science that is an art to deliver.
- Dr. Tropello stated that we need volunteers to coordinate with ANEW for the evenings and weekends because it is not healthy to be on call.
- Jeff Davis stated that all is good in the CVT program.
- Terry McVannel-Erwin stated that the program enrollment has doubled from 59 to 120 students. They are going to offer all of the courses every semester.

Foundation

- Cassie Steves stated that they are looking for 6 students to mingle with the donors at the luncheon scheduled on October 30th from 11:30 to 1:30. They have 1 CVT student and needs two more students who are outspoken and can speak about the program.
- Dr. Tropello stated that she still needs to meet with Children's Charities and requested everyone to provide her with their wish list.

Workforce Needs

- AAPC is having a career fair that we are hosting on September 21st from 10-2. It will include businesses in coding and billing and other healthcare agencies.
- Bobby Holbrook stated that they got a few more people trained in EPIC thanks to Deborah Howard.
- Deborah Howard stated that the coding certificate brings interest, but the AS degree is still not growing. The coding certificate graduates earn more money than those with AS degrees. They are hired more at places like HCCS than they are at hospitals, especially since Lee Health outsourced their coding to another company.
- The coding certificate program will move to online. Deborah Howard stated that the focus will change to revenue management from data management. Students will often go through the first course of coding and then decide that it is not for them
- Dr. Tropello stated that Hodges University wants the students that are not accepted into our nursing program.
- Dr. Tropello asked about the correspondence that is sent to students that are not accepted. Letters sent to students from Dental Hygiene, Radiologic Technology, Cardiovascular Technology, and Respiratory Care offer all of the other programs in which they can apply for when they are not accepted into their program.
- The percentage of students that are not accepted into Nursing is around 40%. Bobby Holbrook stated that they will meet with those who do not get accepted and they generally are accepted next year.
- Dr. Tropello stated that Keiser University changed to a not-for-profit institution.
- Karen Molumby stated that our college has a reputation as a good college and program.

- Terry McVannel-Erwin stated that they incorporated a social work course in the curriculum this fall.
- The college is going to raise the minimum number of students enrolled in a class from 12 to 15 in the spring.
- The Humans Services program is hiring an instructor to teach the certificate program on Charlotte, Collier, and Lee campuses.
- Sindee Karpel stated that Miami Dade wants to set up an articulation agreement with FSW for the BS program, but their AS degree does not require a math course.
- Sindee Karpel stated that the BS program has more students and the classes are full with 20 students. The capstone course has 9 students and the maximum is 10.
- Sindee Karpel stated that the cap on the time to complete the program is 5 years. We have students that take too many courses at once and fail due to taking on too much work.
- Jim Mayhew stated that we should add an ultrasound program. The problem is that we often only get 15 students to enroll.
- Cassie Steves stated that we are losing students to State College of Florida in Manatee County for all programs except Nursing and EMS. Jim Mayhew stated that there are 3 colleges that have a Radiology program.

Meeting adjourned at 3:48 pm