

SoHP Leadership Meeting
September 10, 2019 at 2:00 pm in A-137
Agenda

- I. Welcome by Dr. Tropello
 - Dr. Tropello calls the meeting to order at 2:00 in A-137
 - Congratulations Professor Whitmer – Top Professor of the Year in HIT
 - Suncoast Pulmonary Symposium Rescheduling
 - Human Services Substance Exposed Newborn Children Conference
 - Brochures for SHP
 - Announcements
 - Chancellor’s visit to Thomas Edison Campus
- II. Continuation of Previous Meeting’s Unfinished Agenda
- III. Staff Changes and Searches
- IV. Credentialing Updates
- V. Working Committees
- VI. Program Reports
- VII. Healthy SOHP Initiative
- VIII. Open Discussion

**SoHP Leadership Meeting
September 10, 2019
Bldg. A Room 137**

Dr. Tropello called the meeting to order at 2:12 pm. Joe Washburn is covering a class for one of his instructors and was unable to attend this meeting.

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 – Chair & Faculty
Jim Mayhew – Radiologic Technology – Director
Karen Molumby – Dental Hygiene – Director
Cassie Steves - Student Success Advisor II, School of Health Professions
Mia Cowan – Student at St. Petersburg College who is shadowing Deborah Howard
Tamra Pacheco – Instructional Assistant (scribe)

Announcements

- Congratulations to Professor Whitmer for receiving the top professor award from IAOTP. Deborah Howard provided some information on the organization. IAOTP offers its members 1 on 1 educational and networking experiences to fully customize their branding, networking and marketing. Some products and services we offer but are not limited to are customized press releases that are launched on FOX ABC CBS NBC CW, The Times, Daily Journal, Travel Weekly and many other mainstream media. They customize online videos, commercials, design websites, Search Engine Optimization (SEO). They get their honored members to be seen on the Reuters Building in Times Square NY and host annual conferences, events, and a prestigious annual awards gala that recognizes the most accomplished professionals in their respective industries.
- Jeff Davis stated the symposium has been rescheduled for December 12th & 13th. Dr. Tropello inquired on when grades are due and Jeff stated that they are due on December 11th.
- Terry McVannel-Erwin stated that there are already over 50 attendees registered for the Newborn Substance Abuse Conference on October 25th. Pam Peters is coordinating the event and up to 200 are expected to attend this free event for the community.
- Cassie Steves is recruiting students for the Mina Edison Foundation event and needs two more students, one from Nursing and the other from Radiology.

- Deborah Howard introduced Mia Cowan and she is completing her studies in Health Administration at St. Petersburg College. She is working on a curriculum project and an advising survey.
- Cassie Steves created a flyer to replace the brochure for SHP to be used only for the “Focus on Excellence” event on October 30th.
- Karen Molumby inquired if we could have a brochure available on the webpage to download and print. Cassie stated that student prefer a paper copy and we don’t have access to print while at events or fairs.
- Deborah Howard stated that there is an American Academy of Professional Coding (AAPC) Career Fair for Healthcare on September 21st in AA-177. She will have an FSW table. This is the first career fair that she has hosted.
- Cassie Steves stated that the new brochure will not be ready in time for that event. Deborah stated that she will have program info for the table.

Credentialing

- Jim Mayhew sent a recommendation, with accreditation requirements, to change the minimal requirements changed back to a bachelor’s degree from a master’s for faculty and adjuncts in the Radiologic Technology program.
- There are different perceptions of what a “terminal degree” is for credentialing.
- The process to make a change only requires two emails with supporting documents if there are no other curriculum issues to consider. Karen Molumby and Terry McVannel-Erwin will look into it for their programs as well.
- Terry McVannel-Erwin stated that the Social and Human Services program is offering a Mental Health First Aid course on all 3 campuses once it is approved.
- Sindee Karpel stated that HSC and HSA courses in the BS program have different standards from other courses in the program.
- Dr. Tropello stated that we compete with the clinical practice market in health professions and that makes it difficult to recruit faculty due to lower salaries offered in academia.

Staff Changes

- Wendy Ortiz is leaving on September 13th. Nursing is replacing her position with Advisor I & II positions due to the need for more presence on the other campuses.
- Deborah Selman will go back a faculty position in January.
- An offer was made to candidate in Stonybrook, NY to be the Associate Dean in Nursing.
- Lynn Crandall is still retiring the end of December, per her letter submitted on January 2019.
- There are clinical coordinators for simulation that will be starting soon
- Nursing has almost 900 students and needs the staff to support them.

Working Committees

Impaired Students

- Jim Mayhew stated that there were basic questions on what is legal and within college regulations before creating policies.
- Karen Molumby stated that the college does not have a policy on impaired students and that makes it difficult to create one for our programs.
- Dr. Tropello stated that we need to include Mark Lupe on the policy creation process.
- Jim Mayhew stated that he had a few impaired students over the last few years.
- Deborah Howard stated that she had a drunk student at the clinical site and she picked her up.
- Dr. Tropello questions whether or not we should be providing transportation for students. At the same time, they need to find safe transportation and mentioned that a faculty member and her husband were attacked by an Uber driver recently.
- Jim Mayhew stated that we need to have clinical site employees come to a meeting and provide feedback on these policies.
- Dr. Tropello stated that an impaired student policy should be included in the affiliation agreements.
- **We need to invite the Dean of Students and Mark Lupe to the next meeting along with the clinical sites if relevant.**

Criminal Background

- Jeff Davis stated that, generally, all of our sites have similar background check policies.
- Dr. Tropello stated that it is important to do a 2nd background check to catch the offenses that may pop up in the 2nd year of the program.
- **Dr. Tropello stated that the 4th Tuesday of each month is reserved for working committees.**

Director Reports

- Hristo Kovatchki stated that he is still working with Nursing on clinical coordinator tasks for two missing coordinators. There are a few repairs that are piling up.
- Dr. Tropello stated that Susan Davis had 50 students in a free BLS class that was paid for by FSW. Susan Davis did a flash mob class for Lee Health employees on Friday to save Lee Health some money. Susan is trying to get the school to approve 25 more free registrations to include people from Hendry Glades. Amanda Lehrian is the Director on that campus.
- Karen Molumby stated that Dental Hygiene is working with EMS to give their students the opportunity to work on pediatric dental patients at the Give Kids a Smile (GKAS) event on February 8th. She already has nursing's participation in the event.

- For AS Nursing, Donna Johnson assisted Dr. Selman with reports. They have a problem with class attendance from a few students in the program.
- On November 3rd, the Diabetes Symposium will be held on the Collier campus.
- On November 16th, the White Coat Ceremony will take place in U-102 at 11 am. They received a \$1000 grant and they want to purchase white coats for all of the first-year nursing students.
- Bobby Holbrook stated that there are 600-700 students in the AS nursing program, which includes both face to face and hybrid ANEW.
- Donna Johnson stated that a military student has issues with clinical time due to military meetings. They are trying to get the student in the day program to make up clinical time and prevent her from missing more. There are currently no FSW guidelines available on veterans and military personnel.
- Donna Johnson stated that they do not have any set guidelines for missing clinic. **We need to create guidelines for that missed time in clinic for military for now if not too long.**
- Bobby Holbrook stated that they will work around the military schedule.
- Cassie Steves stated that more EMT students want to get into the nursing program.
- Bobby Holbrook stated that he is the Program Chair for the RN-BSN program and there are 250 students enrolled.
- The BSN program gave up their Instructional Assistant for an advisor. Now they have Jen Washburn as a temp and hope that she will accept the full-time position.
- Terry McVannel-Erwin stated that they will have the largest graduating class of 12 students this year.
- Terry McVannel-Erwin stated that she has a meeting with Golisano to place a student there for her residency course.
- Jeff Davis stated Leslie met with American Heart Association regarding the Heart Walk and the Red Dress event in February. They may have a treadmill race in the arena gym.
- Sindee Karpel stated that all of her classes are full for the BS program. We may have to open more sections and hire more adjuncts.
- Dr. Tropello stated that we must have 15 students per class in spring to run, however she agrees, with Sindee Karpel, that 10 students in a capstone is acceptable.
- Deborah Howard stated that EPIC updates every quarter now.
- Dr. Tropello suggest that room A-215 should be set up as a computer lab in June after the PTA teach-out ends with Broward.
- Karen Molumby stated that Richard Keenen came in and explained how to handle patients with mental health issues to the dental hygiene students and it went well. He was very dynamic and was able to adjust to the learning needs of the students in the audience.

Meeting adjourned at 3:20 pm