

SoHP Leadership Meeting  
November 5, 2019 at 2:00 pm in A-137  
Agenda

Dr. Tropello calls the meeting to order at 2:00 pm in A-137

- I. Minute approvals for August and September
- II. Announcements/updates from Dean and Directors
- III. Symposiums/Conferences/Gatherings in School of Health Professions
- IV. STEM dates for spring
  - a. Lee Co Schools, January 22,
  - b. Heartland, February 29
- V. Reorganization updates and accompanying charts
- VI. Marketing/professional flyers
- VII. Safety initiative
  - a. Doors
  - b. Active shooter
  - c. Kits
- VIII. Contracts with agencies – process and tracking
- IX. OSHA
- X. Textbook Affordability
- XI. Committees ongoing – Background check, Impaired student, brochure, others
- XII. Place to designate as a lactation station for students and faculty/staff

**SoHP Leadership Meeting  
November 5, 2019  
Bldg. A Room 137**

Dr. Tropello called the meeting to order at 2:00 pm.

**Attendees**

Dr. Paula Tropello – Dean, School of Health Professions  
Donna Johnson – Program Director, Nursing  
Bobby Holbrook – Program Director, Nursing  
Deborah Selman - Interim Associate Dean, Nursing Programs  
Terry McVannel-Erwin – Human Services - Department Chair/Faculty  
Susan Davis – CE Coordinator for BLS, ACLS, and PALS  
Joe Washburn – Program Director, Emergency Service Programs  
Jeff Davis – Cardiovascular Technology – Director  
Jean Newberry - Program Director, Respiratory Care  
Sindee Karpel – Respiratory Care – Faculty, BS Cardiopulmonary – Chair & Faculty  
Jim Mayhew – Radiologic Technology – Director  
Karen Molumby – Dental Hygiene – Director  
Tamra Pacheco – Instructional Assistant (scribe)

Meeting minutes for August and September were reviewed. Sindee Karpel motioned to approve the minutes and Jeff Davis second the motion.

**OSHA**

- Joe Washburn stated that the biomedical waste is stored in the closet utilized by Respiratory Care. There is a binder in the EMS department that shows the operating plan.
- MWaste comes to pick up the waste once a month and leaves a paper or electronic receipt. The auditors from the health department visit at random times each year to look through the binder and the waste disposal locations.
- Joe Washburn states that the School of Pure and Applied Science now has a pickup from MWaste and we need to make sure that we do not confuse their pickup date with ours.
- Dr. Tropello stated that Christine Pinkney, the Opticianry instructor, uses dyes in her class, but the School of Applied Science takes care of that waste for her.
- Jean Newberry stated that we had an issue with two of the waste containers because they were missing their lids and MWaste would not take them. They believe that the containers came from the simulation hospital.
- Jean Newberry stated that they had respiratory care equipment has come up missing from the closet.
- Dr. Tropello stated that we need to form a committee to discuss OSHA and access to the closets. The team should include Joe, Jean, Karen, Hristo, and Tamra.

- Dr. Tropello would like to know who has access to the closet. Sindee Karpel, Jean Newberry, Tamra Pacheco, and Heather O'Connell have access to the closet.
- Working committees can meet on November 19<sup>th</sup>
- Deborah Selman stated that the clinical coordinators are responsible for the waste. Vicki Herb, Clinical Coordinator, is responsible for the Lee campus, Kelly Farah McCloe, Clinical Associate, and Lisa Cicconi, Clinical Coordinator, are responsible for the waste on the other campuses.

## Announcements

### EMS

- EMS received funding from Children's Charities and purchased a pediatric ambulance.
- Joe Washburn and Eric Barreto worked on the images for the wrap design for the ambulance.
- The infant pod is being delivered this week. It can be strapped to a stretcher before it is placed in the ambulance.
- EMS is performing the annual patient emergency scenario with the Dental Hygiene students this Friday.
- EMS is also partnering with Dental Hygiene for the Give Kids a Smile event on February 7<sup>th</sup>.
- EMS is partnering with level 4 nursing students and respiratory care students in a simulation for the Heartland students' visit on February 29<sup>th</sup>. Joe Washburn stated that we need to schedule the hours and demonstrations.
- Dr. Tropello inquired with Joe Washburn if his accreditation recognizes simulation. He stated that they only recognize patient training.
- 26 paramedics are graduating on December 9<sup>th</sup>.
- 65 EMTs start in the spring.
- Susan Davis stated that EMS has been paying the \$200 fee for CE Broker each year. She is now the budget administrator.

### AHA – BLS/ACLS

- Susan Davis stated that Golisano Children's Hospital is working with us and we certified our 3<sup>rd</sup> class in BLS. They are teaching BLS to parents of newborns before they leave the hospital.
- We are also working with Friends and Family and all of them are volunteers.

### Radiologic Technology

Jim Mayhew stated that he received funding from Children's Charities and purchased a pediatric positioning chair with some assembly required.

### Dental Hygiene

Karen stated that her students visited their affiliate agencies for Dental Hygiene week. These agencies included Buckingham Exceptional Center, 21<sup>st</sup> Century Care, and Project Dentist Care with affiliate Dr. Bill Truax.

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### Social and Human Services

- Terry McVannel-Erwin stated that the Substance Exposed Newborns & Children conference had 112 in attendance (107 attendees and 5 presenters). Pamela Peters is already planning the next one, which is scheduled for October 30, 2020. The votes for the subject of next year's conference - trauma informed care with 35 votes - outnumbered those for social media addiction at 18. We received 10 votes with other suggestions.
- Terry McVannel-Erwin stated that they have created a pathway for AA students to complete a certificate in Generalist or Youth Development and move on to FGCU to pursue their degree in Social Work.
- Terry McVannel-Erwin is negotiating a textbook agreement with Cengage to reduce the cost from \$179 for HUS 2302 through the residency courses, which is 85% of the books required for the program.
- Terry McVannel-Erwin is creating curriculum content tables with faculty for accreditation. She has completed 7 out of 17 tables and has found some holes in courses that will be adjusted next semester. These tables will be presented to the Advisory Committee in May.
- Terry McVannel-Erwin states that she is preparing a proposal to the Florida Certification Board to infuse the whole health program into the groups courses since the pre-packaged whole health programs are too expensive. This will allow the program to meet their "Fitness for the Profession" accreditation requirement.
- Dr. Tropello inquired as to why Dr. Rath shows an increase in Social & Human Services enrollment on the Charlotte campus. Terry McVannel-Erwin stated that they do not offer courses on that campus. He may have been looking at geographic reports showing the student addresses for those enrolled in the courses offered online.

### Nursing

- Donna Johnson stated that they just closed the application for nursing and out of 320 applicants, 160 were accepted.
- Deborah Selman stated that Vicki is overseeing the CastleBranch document submissions for the Lee campus. Kelly and Lisa are doing the same for the Collier and Charlotte campuses.
- Deborah Selman stated that the Diabetes Symposium on November 3rd was successful. There were 40 students from South Florida College. They were awesome students and there were speakers from all over the world. Some of the speakers were authors, one wrote the book – "Food is medicine." There were 300 attendees and Wink News was there at 6 am.
- They had the white coat ceremony on November 16<sup>th</sup> and that went well.

- Bobby Holbrook mentioned that 3 out of 4 staff members were replaced and 2 advisors were hired. The department is starting to get back to normal now.
- Dr. Tropello stated that Deborah Selman is the new Director of Accreditation and Simulation Education and will chair the simulation committee.
- Deborah Selman requested for everyone to inform Hristo if anything is broken on the manikins in the sim hospital.
- Deborah Selman and Dr. Tropello will be writing another Children's Charity grant for Nursing.
- Dr. Tropello stated that there is space on the Charlotte campus that will be designated for Health Professions with 4 offices and a breakroom. Whatever courses we want to start on the Charlotte campus are welcome. We can put more than half a million dollars into the renovation.
- Dr. Tropello stated that there are 3 computer labs on the Charlotte campus and HIT would be a good program to add there.

### Cardiovascular Technology

- Jeff Davis stated that they received another simulator for the lab.
- Jeff Davis stated that the program picnic went well and it provided an opportunity for the 1<sup>st</sup> and 2<sup>nd</sup> year students to meet and become better acquainted with one another. .

### BS Cardiopulmonary Science

Sindee Karpel stated that she met with Martin McClinton regarding the articulation with Miami Dade College.

### Respiratory Care

- Jean Newberry stated that they received a sophisticated set of lungs with funds from Children's Charity.
- Jean stated that she and Sindee Karpel are going to New Orleans on November 8<sup>th</sup> for the AARC Congress conference.
- We are preparing for the Suncoast Pulmonary Symposium being held on December 11 – 13<sup>th</sup>.

### **Marketing/Professional Flyers**

- Dr. Tropello inquired if we are getting news coverage of the symposium with a press release. Jean Newberry stated that Jennifer Young from marketing is on the committee but has not pursued it.
- Cassie has been working with marketing on the program videos, but the brochures and flyers are not created yet.
- Jean stated that Cassie is working on a flyer for BS Cardiopulmonary Science

### **Health & Safety**

- Dr. Tropello stated that the bulletin board next to A-138 will be used for health and safety.
- Dr. Tropello stated that our swipe pad will be the first one to be installed for entry into the side door of building A. We are not sure if it will allow access for both staff and students.
- Dr. Tropello stated that the college may require some courses to be scheduled at an earlier hour to allow students to attend the events on campus when all have the same midday break from classes.

### **Affiliation Agreement Process**

- Dr. Tropello stated that Bobby Holbrook, Donna Johnson, and Deborah Selman need to work with Tamra Pacheco on the affiliation agreement process.
- Bobby Holbrook requested that the agreement initiator is listed with the agreement information.
- Tamra handed out a sheet showing the in-process agreements provided the status information for the agreements listed.
- Dr. Tropello inquired if anyone is using the Douglas T. Jacobson Home under the VA. Bobby Holbrook and Deborah Selman stated that they were not. Dr. Tropello requested Tamra Pacheco to notify the agency to inform them that we are not going to schedule clinical rotations at their agency, especially since they require a BAA along with the agreement.
- Dr. Tropello stated that it is important to have the correct program information in the addendums.

### **Textbook Affordability Report**

- Jeff Davis attended the meeting and stated that the Follett representative stated that they are looking into digital open education options that are free.
- Some students prefer books and they keep them for the exams.
- Jeff Davis stated that the meeting mainly covered free options to help reduce the costs for the bookstore.
- We do try to use one book for more than one course in our programs.
- Jean Newberry stated that they bundle books for the Respiratory Care Program.

### **Working Committees**

#### **Impaired Students**

- Dr. Tropello stated that this committee needs to read the FSW newspaper as a reference or insight on the events that occur on our campuses.
- The committee has been meeting to come up with the proper verbiage. They will meet with Mark Lupe and then reveal his suggestions to the group.
- Dr. Tropello stated that we have no student health facilities on campus to help them when injured or impaired.

- Jim Mayhew stated that the best source for students with health issues is to have a clinic on campus.
- The other solution is to call 911, but the student often refuses to go in an ambulance. Susan Davis stated that it is between EMS and the student at that point and the student is allowed to refuse treatment.
- Jean Newberry stated that if a student needs a ride home she would provide one or call and Uber.
- Different clinical sites have different policies regarding impairment, which is important to know from a clinical leader.

### **Lactation Room**

- Dr. Tropello placed this on the agenda as she recently had a request from a student.
- Susan Davis stated that she has a closet that is used for pumping in building B.
- Marti Jenner was looking into a booth that Adaptive Services is currently using.
- Other departments use office space for lactation.

Meeting adjourned at 3:50 pm