

<b>2018 FACULTY &amp; STAFF MEETING MINUTES</b> <b>Associate in Science in Nursing</b>	
Meeting Date	Friday, April 13, 2018 9:30 AM - 12:30 PM Collier Campus, N-103
Facilitator	Deborah Selman
Minutes	Edna Shields
Participants	D. Selman, B. Holbrook, P. Arcidiacono, C. Carty, L. Crandall, J. Davis, G. Dean, D. Ebaugh, H. Goodwin, J. Gonzales, M. Jenner, D. Johnson, M. Kruger, J. Lambert, H. Kovatchki, C. Moore, N. Stadelmann, S. Steiner, A. Storrie, J. Sweeney, A. Vitale, B. Ward, D. Weeks, G. Wetzel, A. Williams, P. Zebrook., W. Morris, C. Renda, E. Shields
Excused	
Absent	S. Torres

Agenda Item	Accreditation Standard	Discussion	Action Due Date	Responsible Party
Call to Order		Meeting was called to order at 9:35 AM by Deb Selman		Deb Selman
Attendance		Attendees are listed above Attendance sign in sheet attached		Faculty and Staff
Approval of Minutes from March 16, 2018 Faculty vote		<i>Debra Ebaugh</i> made a motion to accept the 3/16/18 minutes –with corrections, as stated by D. Weeks. Note: Corrections were noted in March 16, 2018 minutes <i>Judy Sweeney</i> seconded the motion		

Business:				
<p>1. Mission and Administrative Capacity</p> <p>A. LPN Gold Standard Pathway Update</p> <p>B. Program Chairs/Coordinators AS and RN to BSN</p>	<p>Standard 1</p>	<p>A.</p> <ul style="list-style-type: none"> <li>- Working with LPN students on courses they've taken/not taken to complete Gen. Ed. requirements and address credit review issues. Registrar and Nursing Depts. working together to get this fixed.</li> <li>- Plan to have the LPN s go directly into Level 2</li> <li>- Note the practicum classroom capacity. Suggest to cap students to 12 per campus.</li> <li>- Decision will be made after thorough review with target to start in fall semester</li> </ul> <p>B. Looking at roles at each campus: Program Chairs/Coordinators, AS/BSN</p> <ul style="list-style-type: none"> <li>-Chair position: student needs are different for BSN students, consider student population</li> <li>-Coordinator: more open for negotiations; one hour per week, 5 credit hours to manage the program incl. recruit and other admin duties.</li> </ul>	<p>Everyone to think about this in summer and present in the fall.</p>	<p>Deb Selman</p>
<p>2. Faculty and Staff</p> <p>A. Contingency plan for clinical associate call offs</p> <p>B. Rubric Committee AS and RN to BSN</p> <p>C. Mentoring Handbook AS and RN to BSN</p>	<p>Standard 2</p>	<p>A.</p> <p>Clinical Associates calling in sick. Would faculty consider a Sim Day for Clinical Associates</p> <p>Discussion:</p> <ul style="list-style-type: none"> <li>- Consensus on what Simulation should be</li> <li>- Address and look at the overall big picture</li> <li>- Hire a Clinical Assoc. and also do Simulation –be trained to function in different clinical groups, i.e. cover Level 2</li> <li>- Hire 'substitute' Clinical Assoc. and cover ALL clinical groups.</li> <li>- Clinical Associates love to do the Sim Lab –have them</li> </ul>	<p>Submit one day SIM activities to Bobby Holbrook</p>	<p>A. Bobby and Rima</p> <p>B. Gayle Deane</p> <p>C. Pat Arcidiacono</p>

		<p>trained and be ready to help out.</p> <ul style="list-style-type: none"> <li>- We need SIM to be standardized across the district. We're getting new faculty so we need to be standardized</li> <li>- Have Master's level as requirement</li> <li>- V-Sim proficiency of students.</li> </ul> <p>B.</p> <p>Rubric Committee: Gayle Deane will head a committee, comprised of ANEW program course leads, to develop a content Rubric which will be used for all ANEW level courses.</p> <p>-D. Selman requested and faculty agreed to view the on-line TLC course: Rubric 101: Understanding, Designing, and Implementing Rubrics.</p> <p>C.</p> <p>Faculty mentoring, including Adjunct.</p> <p>Pat A. presented PowerPoint from the Document Manager in portal. Pat explained the guideline on mentoring, including the use of forms; completion checklist, timeline.</p> <ul style="list-style-type: none"> <li>- Looked at templates, examined what other schools do with mentoring compared with FSW mentoring.</li> <li>- This will help faculty as a group. This is a good initiative.</li> <li>- Put together the best ideas by working together, pulling it together for the handbook.</li> </ul>		
3. Students				
A. ARC Committee Administrative Policy AS and RN to BSN	Standard 3	<p>Administrative Policy</p> <ul style="list-style-type: none"> <li>- Address Clinical Associates' absences</li> <li>- Identify "at risk" students. Get together and discuss.</li> </ul>	Re-visit this topic in Fall semester	Deb Selman

<p>4. Curriculum</p> <p>A. ATI CBC Assessment and points</p> <p>B. CBC Focus Group Results</p>	<p>Standard 4</p>	<p>A.</p> <p>Discussion of ATI/CBC process on each level –concept based</p> <ul style="list-style-type: none"> <li>- Dr. Selman attended NCLEX coach facilitator webinar –ideas on NCLEX to increase pass rate. Look at other tools, not limit on ATI tools alone; not need to do all the tests i.e. tests only those of level 2 and 3.</li> <li>- We have to engage students with NCLEX prep to encourage student success.</li> <li>-Pulled together the assessments from the program levels.</li> <li>-ATI comprehensive - one way to capture value is to ask students topics they want to focus on</li> <li>-CBC assessments need more discussion.</li> </ul> <p>B.</p> <p>Dr. Joseph Van Gaalen, Director, Assessment and Effectiveness, FSW Office of Academic Assessment presented the result of Nursing ASN focus groups held on 3/28/18, 4/2/18, 4/5/18. Students from Charlotte/Collier/Lee campus answered questions on topics such as overall experiences in the course, most beneficial in clinical and simulation environments, what improvements or changes they’d like to make, what students feel most prepared them to be a nurse.</p> <p>Dr. Van Gaalen answered questions from faculty and also provided his PowerPoint presentation.</p>	<p>CBC assessments discussion – put in agenda for August meeting to discuss results and feedback</p>	<p>A. Deb Selman</p> <p>B. Joseph Van Gaalen</p>
<p>5. Resources</p>	<p>Standard 5</p>	<p>Good books benefit students. They help students do</p>		<p>Deb Selman</p>

A. Textbook adoption discussion OER		well.  Different committees working on textbook and resources. Comparison with other pharm. companies on the high cost for students and quality of materials.		
6. Outcomes A. ATI Comprehensive Predictors for Spring NCLEX	Standard 6	Level 4 faculty discussed the probability of success of their student's passing the NCLEX.		Level 4 Faculty
<b>Other Business:</b>				
A. Simulation Update – Center of Excellence		<i>Not discussed due to time constraints Tabled for next meeting</i>		Lynne Crandall
B. Plickers		<i>Not discussed due to time constraints Tabled for next meeting</i>		Donna Johnson and Gayle Deane
C. Discriminator and point biserial on an exam		Test Item Analysis PowerPoint on Test Item Analysis - Item Difficulty (p value) - Discrimination Index - Canvas example - Options for Low scoring items, etc.		Gayle Wetzel

D. Assessment Evaluation Committee Update		<i>Not discussed due to time constraints Tabled for next meeting</i>		Pat Zebrook
E. SWFL Diabetes Conference		<i>Not discussed due to time constraints Tabled for next meeting</i>		SWFL Diabetes Conference
F. Other Discussion		-Bobby Holbrook provided update on open positions in Collier, Charlotte, Lee campus: Faculty, Clinical Coordinator, Administrative Assistant positions.  -Deb Selman working on getting a new SIM LAB for the Charlotte Campus. Working on funding from a grant. Input from faculty welcome, write down ideas.		Open
<b>Adjourn Lunch – 12:30</b>		LUNCH		
<b>Meeting Adjourned – 12:45 PM</b>				