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<b>2019 DISTRICT FACULTY &amp; STAFF MEETING MINUTES</b> <b>Associate in Science in Nursing and RN to BSN</b>	
Meeting Date	Friday, November 8, 2019 Collier Campus, Morning Session J-119 - J-120 / Afternoon Session Room N-148
Facilitators	D. Selman, DNP, RN Interim Associate Dean; D. Johnson DNP, RN Program Director
Minutes	Edna Shields
Participants	Lori Canty, Carrie Carty, Janice Cousino, Gayle Deane, Debra Ebaugh, Julissa Gonzalez, Hope Goodwin, Jenneine Lambert, Sandra Oestrike, Kellee Ratliffe, Nora Stadelmann, Judy Sweeney, Angie Vitale, Debra Weeks, Pat Zebrook, James Long, Joseph Barry, Edna Shields, Dr. Deborah Selman, Dr. Donna Johnson-Byrd <b>Students:</b> Lourdes Santos, Alexis Stephenson, Melissa Hernandez, Jessica Gonzales-Webb, Alexandra Dimanche, Zachary Muench, Jodi Van Sickle, Jenna Parry, Idalia Palomo Rodriguez, Renata Gentile, Princess Sarah Guevarra, Courtney Shearer, Mariana Cifuentes, Pammie Binkley, Timothy Magee, Brandon Gonsalves.
Excused	June Davis, Jenny Pappas, Colleen Moore

Agenda Item	Accreditation Standard	Discussion	Action Due Date	Responsible Party
Call to Order <i>Morning Session</i>		Meeting was called to order at 09:30		D Johnson J 119- 120
Wolter's Kluwer	Standard 4 Curriculum	<ul style="list-style-type: none"> <li>• Faculty working committees for "The Point "</li> <li>• Faculty discussion regarding Health Assessment by Weber on platform for review</li> <li>• Lippincott direct available \$50 for students in print</li> </ul>		Christie Dowdy, Wolters Kluwer
<b>Lunch</b> Afternoon Session, N-148		<b>Pat Zebrook Retirement Farewell Luncheon</b>		

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<p>Attendance – Adjunct Faculty, Welcome</p>		<p>Announcements</p> <ul style="list-style-type: none"> <li>• Congratulations to Judy Sweeny, Charlotte County Public Schools, School Board Recognition, February 11, 2020 5:30 pm</li> <li>• Pat Zebrook retirement RSVP Dec. 6, 2019</li> </ul> <p>Pinning Dates Reviewed</p>		<p>D Johnson</p>
<p>Approval of Minutes from October 11, 2019 Meeting at Lee Edison campus</p>		<p>Motion made by A. Vitale to accept minutes -pending edits. Motion seconded by Janice Cousino. Motion passed.  <i>Update: June Davis sent edits to minutes -to clarify "talking points regarding ATI."</i></p>		<p>A Vitale J Sweeny</p>
<p><b>Old Business:</b></p>		<p><b>Policy &amp; Procedure Manual</b>  <i>Faculty in favor, accepted changes to Policy &amp; Procedure Manual</i></p> <ul style="list-style-type: none"> <li>• Addition of ATI will be tabled until January 2020</li> <li>• Edits, corrections send to D. Johnson</li> <li>• Grading Policy</li> <li>• Criminal background check</li> <li>• Military Personnel, service: <i>incomplete or withdrawal</i></li> </ul> <p><b>Clinical Associate Handbook</b>  <i>Faculty in favor-Handbook approved for distribution in Spring 2020 with edit:</i></p> <ul style="list-style-type: none"> <li>• Evaluation Form formatting is not user friendly. Judy Sweeney will edit the form, Spring 2020</li> </ul> <p><b>Preceptorship Policy Manual</b></p> <ul style="list-style-type: none"> <li>• Keep the handbook as is for Spring 2020, with edits:</li> </ul>		<p>J. Lambert Judy Sweeney</p>

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		<ul style="list-style-type: none"> <li>Separate the section by Chapter, Example: one chapter specifically for RN</li> <li>Review the handbook. Dec. 10 is deadline to review changes, submit suggestions on Preceptor handbook</li> <li>Feedback, Changes may be sent to Deb Weeks for correction.</li> </ul> <p><b>Faculty/Adjunct Handbook</b></p> <ul style="list-style-type: none"> <li>Already in place. Faculty in favor to accept Faculty/Adjunct Handbook for Spring 2020.</li> </ul>		
		<p><b>White Coat Ceremony, Saturday November 16, 2019</b></p> <ul style="list-style-type: none"> <li>Building U Room 102; Students arrive 9:15 am – 12 Noon</li> <li>Dr. Martin McClinton, Vice Provost, Academic Affairs is speaker at event</li> <li>Business Casual Attire / Volunteers Clinical Attire</li> </ul>		D Johnson
<b>New Business:</b>		<ul style="list-style-type: none"> <li>My Nursing Lab no longer available, use of ATI for level 3 &amp; 4</li> <li>NCLEX Results           <ul style="list-style-type: none"> <li>- PowerPoint presentation, comprehensive predictor spreadsheet</li> </ul> </li> </ul> <p><b>ATI/ Level 4 Preceptorship</b></p> <ul style="list-style-type: none"> <li>80 % Fall 2019</li> <li>Fall 2020 to 85% - <b>Vote</b> <ul style="list-style-type: none"> <li>- <i>Judy Sweeney made a motion to keep ATI score at 80% for Spring 2020. Motion seconded and passed.</i></li> <li>- <i>Motion to possibly increase to 85% in Fall 2020.</i></li> </ul> </li> </ul>		A Vitale C Carty  D Selman

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		<ul style="list-style-type: none"> <li>- <i>Table discussion to Spring 2020.</i></li> <li>• Term A remediation -scores below 80%</li> <li>- Term A course, 2 separate CRN's with 12 students</li> <li>- 7-week option, retake exam</li> </ul> <p>Students retaking NUR2941L Full or Term A options</p> <ul style="list-style-type: none"> <li>- Table discussion of individual ATI with students</li> </ul>		
Accreditation Standard 1. Mission and Administrative		<ul style="list-style-type: none"> <li>• New Associate Dean, Dr. Patricia Voepel will start on January 2, 2020</li> <li>• Fall 2020 Change 800 courses as blended Selection of Day Time/Classroom</li> </ul>		D Selman
2. Faculty and Staff	Standard 2.1 – 2.10	<p>Systematic Evaluation Plan</p> <ul style="list-style-type: none"> <li>• Faculty credentialing update ACEN Form</li> <li>• Faculty Leads, Spring 2020 – Faculty voted on the leads.</li> </ul> <hr/> <p>Level 1 Didactic: Judy Sweeney Level 1 Clinical /Practicum: Janice Cousino</p> <hr/> <p>Level 2 Didactic: Deb Weeks Level 2 Clinical /Practicum: Lori Canty, Sandy Oestrike, Julissa Gonzales</p> <hr/> <p>Level 3 Didactic: Coleen Moore Level 3 Clinical /Practicum: None</p> <hr/> <p>Level 4 Didactic: June Davis Level 4 Clinical /Practicum: Hope Goodwin</p>		D Selman E Shields

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		Preceptorship: Deb Ebaugh Deb Ebaugh /Jenneine Lambert /Jenny Pappas		
3. Students		New Student Orientation Survey Results: <ul style="list-style-type: none"> <li>• Results were presented on PowerPoint</li> <li>• Most helpful topics: ATI /The Point /Clinical Expectations /Castlebranch.</li> <li>• All faculty in favor of having 2 half day orientation sessions:             <ul style="list-style-type: none"> <li>○ Jan. 3 and Jan. 31, 2020 Lee Campus</li> </ul> </li> <li>• Student's voices were heard at the meeting, concerning their ATI Comprehensive Predictor exam scores.</li> </ul>		D Johnson
4. Curriculum		ATI Testing Results <ul style="list-style-type: none"> <li>• Results of CP 90% and 80%</li> <li>• % use ATI 10% testing voted in October 2019</li> <li>• Fall 2020? 85% increase parking lot for January 2020</li> </ul> NUR 2095 Pharmacology Update Curriculum Committee Submission - Nominations to Carry Carty  Level 1 NUR 1020: Judy Sweeney made a motion to have NUR 1020 with 6 credits effective Fall 2020. Motion seconded by Angie Vitale. Motion passed.		D Selman C Carty  J Sweeny  A Vitale
5. Resources		<ul style="list-style-type: none"> <li>• Simulation Lab update / Charlotte Campus:             <ul style="list-style-type: none"> <li>- Funds received from Children's Charities</li> <li>- Plan on replacing old Laerdal mannikins with Gaumard</li> </ul> </li> </ul>		D Selman

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6. Outcomes		Faculty Reporting Tool Systematic Evaluation Plan -is on share drive <ul style="list-style-type: none"> <li>Outcome 6.1 – 6.4</li> <li>Outcome Form used by BSN from ACEN to be emailed to Standard 6 Committee</li> </ul>	<u>Standard 6:</u> Cary Carty Lori Canty Julissa Gonzalez	D Johnson
<b>Other Business:</b>		<ul style="list-style-type: none"> <li>Active Learning for Nursing: <i>Urinary Elimination Activity</i> Practicum/Sim Handout (Sharing Best Practice)            - Identify the urine bottle number with patient <i>scenario (i. e cloudy, normal, green, brown, etc.)</i></li> <li>Sharps Disposal -<i>Important Information for Faculty and Staff:</i> The Sharps Containers in Sim Lab need to be properly accounted for at all times; make sure doors are locked; It is very important to get the sharps into the proper sharps box, and disposed of in a timely manner.</li> </ul>		Lori Canty & Sandy Oestrike  Deb Selman
<b>Faculty Open Discussion</b>		<ul style="list-style-type: none"> <li>Proposal to use the same standard APA format for Fall 2020 semester. Ref: APA.org</li> </ul>		
Meeting Adjourned at 4:00 PM				