

Memorandum

To: Dr. Eileen DeLuca, Provost

CC: Dr. Patricia Voelpel, Dr. Thomas Norman, Jeffrey Peterman, Dr. Sheila Seelau, Dr. Kelsea Livingstone

From: June Davis

Date: December 15, 2020

Re: Exception date to change NUR 2145 to NUR 2144 Pharmacological Nursing

The State Course Numbering System determined that the originally submitted course, NUR 2145 Pharmacological Nursing, needed to be changed to NUR 2144, as the X145 number is an upper-level course.

FSW Curricular procedures require a Course Discontinuation proposal for NUR 2145 and a New Course Proposal for NUR 2144 in order to enact this change. We are asking permission to submit both proposals immediately with an effective date retroactive to Fall 2020 (2020-2021 Catalog).

As the new nursing cohort and continuing students need to take this course in Spring 2021, we are requesting an exception to have this new 2144 course created in the Banner Student Information System for the Spring 2021 Semester to comply with the already (state changed) course.

We would appreciate your approval for this exception for the Spring 2021 semester. I apologize for this last-minute request.

Sincerely,

June Davis

Faculty Chair, Nursing

From: [Eileen DeLuca](#)
To: [Thomas Norman](#); [Jeffrey D. Peterman](#)
Cc: [June L. Davis](#); [Sheila Seelau](#); [Patricia Voelpel](#)
Subject: RE: ASN Memo - need signature
Date: Thursday, February 04, 2021 11:47:00 AM
Attachments: [image004.png](#)

Approved.

From: Thomas Norman
Sent: Thursday, February 04, 2021 10:54 AM
To: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>; Eileen DeLuca <Eileen.DeLuca@fsw.edu>
Cc: June L. Davis <June.Davis@fsw.edu>; Sheila Seelau <Sheila.Seelau@fsw.edu>; Patricia Voelpel <Patricia.Voelpel@fsw.edu>
Subject: FW: ASN Memo - need signature
Importance: High

Dear Jeffrey,

I am forwarding with my support the attached update to update NUR 2145 to NUR 2144 to Provost DeLuca and. I appreciate the time sensitivity of this request.

Thanks very much.

Best regards,

Tom



Thomas Norman Ed.D.
Vice Provost Workforce Programs
Interim Dean of the School of Health Professions
Florida SouthWestern State College
8099 College Parkway, I-216C
Fort Myers, FL 33919
Email: thomas.norman@fsw.edu
239-489-9030-Office, Direct: 11214
651-894-3553-Cell



From: Jeffrey D. Peterman
Sent: Tuesday, February 2, 2021 9:16 AM
To: Thomas Norman <Thomas.Norman@fsw.edu>

Cc: June L. Davis <June.Davis@fsw.edu>; Sheila Seelau <Sheila.Seelau@fsw.edu>
Subject: RE: ASN Memo - need signature

Good Morning Dr. Norman,

Could you please look over this memo to make official the State mandate change of our submitted course NUR 2145 to NUR 2144 then forward to Dr. DeLuca?
We would need it for this Friday's Curriculum Meeting.

-

Respectfully,

Jeffrey D. Peterman

From: Sheila Seelau
Sent: Monday, February 01, 2021 4:03 PM
To: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>
Cc: June L. Davis <June.Davis@fsw.edu>
Subject: Re: ASN Memo - need signature

ok, June, could you please forward the Memo to Dr. Norman and ask him to sign, date, and forward to Dr. DeLuca for the same? It may be returned to Jeff.

Or Jeff, do you want to send the emails, since you've just done another one with Dr. Norman/DeLuca for Joe Washburn?

Sheila

From: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>
Sent: Monday, February 1, 2021 3:35 PM
To: Sheila Seelau <Sheila.Seelau@fsw.edu>
Cc: June L. Davis <June.Davis@fsw.edu>
Subject: RE: ASN Memo - need signature

I think so. It is a state mandated change and this is an acknowledgement of that-to take place as an exception-for which the approved memo should be required.

-

Respectfully,

Jeffrey D. Peterman

From: Sheila Seelau
Sent: Monday, February 01, 2021 2:27 PM
To: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>

Cc: June L. Davis <June.Davis@fsw.edu>

Subject: Re: ASN Memo - need signature

Importance: High

That's what I thought. So we really DO need the attached Memo signed by Dr. DeLuca before Friday.

June & Jeff, I added a paragraph explaining that 2 curricular actions are needed, because the Course Discontinuation for NUR 2144 was not spelled out in the original memo. If you're both ok with this memo as revised, it needs to be signed by Dr. DeLuca to be included at the Curriculum Committee meeting on Friday.

Jeff, would this go from Dr. Norman to Dr. DeLuca? And can you please facilitate this process?

Sheila

From: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>

Sent: Monday, February 1, 2021 12:57 PM

To: Sheila Seelau <Sheila.Seelau@fsw.edu>

Subject: RE: ASN Memo - signed - please send

Well,

Not exactly. Because I need to take action on the NUR 2145, like making them =, discontinuing its activity in banner, and removing it from the catalog, I think it should be separate. Also, I typically don't take action on a course from another proposal unless it is a list of course on one proposal with the same action.

-

Respectfully,

Jeffrey D. Peterman

From: Sheila Seelau

Sent: Monday, February 01, 2021 12:40 PM

To: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>

Subject: Fw: ASN Memo - signed - please send

Hi again,

Here is the "signed Memo equivalent." This NCP for NUR 2144 includes signatures and an explanation that they are approving the SCNS-mandated change of course number from NUR 2145 to NUR 2144 by allowing creation of NUR 2144 immediately, to be offered in Sp 2021.

The Course Discontinuation proposal for NUR 2145 is a separate action, but I think we can say it's approved by the language in this proposal. Is it ok with you?

In Curriculog, I guess we could just add this NewCP and the CDiscontP for NUR 2145 to p.1 item 7.

Would it be enough to add a note that the New Course Proposal for NUR 2144 contains approval signatures allowing the exception date=12/2020 for both actions to satisfy SCNS requirements? Or do we need a separate Memo specifying both exceptions retroactive to 2020-2021 Catalog?

Sorry, I can't keep this all straight. I thought we had what we needed but I want to check once more.

Sheila

From: June L. Davis <June.Davis@fsw.edu>
Sent: Friday, January 15, 2021 2:48 PM
To: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>; Sheila Seelau <Sheila.Seelau@fsw.edu>
Subject: Re: ASN Memo - signed - please send

Jeffrey,

Here the the proposal for NUR 2144 with Dr. DeLuca's signature. Is this what you need?

June

June Davis, MS, RN, CNE
Chair, Nursing
Professor, AS Nursing
Florida SouthWestern State College
Charlotte campus, Office E-110
june.davis@fsw.edu
941-637-5642 (office)

From: Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>
Sent: Friday, January 15, 2021 12:04 PM
To: Sheila Seelau <Sheila.Seelau@fsw.edu>; June L. Davis <June.Davis@fsw.edu>
Subject: RE: ASN Memo - signed - please send

We do not have it yet from Dr. Deluca. Attached is the email from Dr. DeLuca and my response. The attachments were in the email that Dr. DeLuca sent back to me. June, maybe you could follow up.

The health and safety of our students, employees, and community is our top priority. Based on CDC guidelines and our commitment to slowing the spread of COVID-19, FSW will continue to serve students in-person and through [expanded remote services](#). For hours of operation and more

information on ways to connect with us, please visit www.fsw.edu/contact. Please continue to follow the FSW communication channels for updates.

Jeffrey Peterman

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Registrar@fsw.edu

From: Sheila Seelau

Sent: Friday, January 15, 2021 11:49 AM

To: June L. Davis <June.Davis@fsw.edu>; Jeffrey D. Peterman <Jeffrey.Peterman@fsw.edu>

Subject: ASN Memo - signed - please send

June & Jeff,

I found the attached copy of the Memo for NUR 2144 & 2145, but don't seem to have a signed copy. I'll need this to attach with the course proposals (Info Items) as I'm constructing the 2/5/21 meeting agenda.

Please reply email with the attachment.

Thanks much!

Sheila Seelau

Sheila M. Seelau, Ph.D.

Professor of Psychology

Chair of Curriculum Committee

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