

<b>Full Time Faculty and Staff Council Committee Meeting Minutes ASN and BSN</b>	
Meeting Date	Friday, Oct. 9, 2020 10:00AM –12:00PM Zoom
Facilitator	Prof. June Davis
Minutes	Edna Shields
Participants	<p>Prof. Kathy Blades, Lisa Cicconi, Prof. Janice Cousino, Prof. June Davis, Prof. Colleen Moore, Prof. Jenny Pappas, Prof. Judy Sweeney, Prof. Lori Canty, Prof. Debra Ebaugh, Prof. Hope Goodwin, Dr. Donna Johnson-Byrd, Prof. Jenneine Lambert, Prof. Sandy Oestrike, Kellee Ratliffe, Edna Shields, Tessa Bales, Prof. Carrie Carty, Shawn Gilmartin, Sarah Gingrich, Prof. Julissa Gonzalez, Dr. Terrence Hays, Dr. Angela Vitale, Dr. Patty Voelpel, Jennifer Washburn, Dr. Debra Weeks, Prof. Bobby Holbrook, Prof. Marti Jenner, Prof. Margaret Kruger, Dr. Julianne Settanni, Prof. Shawn Steiner, Prof. Susan Torres, Dr. Marsha Weiner</p> <p>Guests: Anthony Valenti, Faculty Librarian; Catherine Carney, Faculty Librarian, Wendy Morris, Instructional Asst.; Dr. Paula Tropello, Dean, School of Health Professions.</p>
Excused /Absent	Arlene Williams, Tommy Mann, Prof. Gayle Deane, Dr. Susan Rednak, Prof. Nora Stadelmann

<b>Agenda Item</b>	<b>Discussion</b>
	<p>Prof. June Davis, FTFSC Chair, welcomed everyone, called the meeting to order at 10:00 AM.</p> <p><b>Library Liaison Program.</b>            Tony Valenti and Catherine Carney introduced themselves and presented to the committee <i>The Library Liaison Program</i>. The Library Liaison Program is a new initiative where faculty librarians will work closely with faculty and staff regarding library resources.</p> <ul style="list-style-type: none"> <li>• Tony Valenti and Catherine Carney, Faculty Librarians will be the point of contact and are assigned to the School of Health Professions. <a href="mailto:anthony.valenti@fsw.edu">anthony.valenti@fsw.edu</a>; <a href="mailto:ccarney2@fsw.edu">ccarney2@fsw.edu</a></li> <li>• They will assist with library databases, electronic e-books, regular books, streaming videos, accreditation needs</li> <li>• They will assist faculty and staff individually, or may be available to come to a class and answer student questions on publications, research, online courses, or a particular database.</li> <li>• They can provide a short video on how to look for documentation, articles, how to research assignments</li> <li>• Faculty and staff will need to fill out a form to initiate requests. The Link request can be found on FSW Library homepage</li> </ul>

	<ul style="list-style-type: none"> <li>• Tony and Catherine requested that they provide an update to the committee every semester.</li> </ul>
I. Reading and Approval of Minutes from Sept. 11, 2020 meeting (poll)	<ul style="list-style-type: none"> <li>▪ A poll was conducted to approve the minutes. Prof. June Davis announced the vote was unanimous and the minutes were approved. <ul style="list-style-type: none"> <li>- Minor change will be made to be consisted in using "RN to BSN"</li> </ul> </li> </ul>
II. Report of Secretary	<ul style="list-style-type: none"> <li>▪ No report by Secretary.</li> </ul>
III. Report of the Committee Co-Chair	<ul style="list-style-type: none"> <li>▪ Dr. Terrence Hays will invite Steven Bianco, <i>Electronic Information Technology Accessibility Specialist</i> to next month's meeting to present to committee. Mr. Bianco will provide background information on Blackboard Ally and how it works and the benefits for the nursing faculty</li> </ul>
IV. Report of the Committee Chair	<ul style="list-style-type: none"> <li>▪ Prof. June Davis <ul style="list-style-type: none"> <li>- reminded faculty all ANEW didactic courses are live online (not 800 courses)</li> <li>- showed how to access the share drive to file the committee minutes, attendance sheets and other meeting documents: SoHP - Dept. of Nursing -AY 2020-2021. File the docs, including the syllabi for both ASN and RN to BSN program in these folders.</li> <li>- few faculty voiced concern that some computers may not have access to share drive. Canvas' Faculty Portal is accessible to faculty and staff.</li> <li>- Dr. Voepel and Prof. Davis will take a look at the Faculty Portal in canvas to use it, instead of, (or in addition to) the folders in share drive.</li> </ul> </li> </ul>
V. <b>Reports of Standing Committees</b> (Pre-approved committee report, report only as needed) <ul style="list-style-type: none"> <li>- Admissions and Academic Standards (AAS)</li> <li>- Curriculum Committee (CC)</li> <li>- Evaluation and Outcome (EOC)</li> </ul>	<ul style="list-style-type: none"> <li>• <i>Admissions and Academic Standards (AAS)</i> <ul style="list-style-type: none"> <li>- A productive meeting on interview process; how the curriculum changes will affect admitting students in Fall 2021.</li> <li>- Committee member(s) AAS will work with Curriculum Committee on the admissions changes</li> <li>- Academic Success Plans, warning jeopardy letters. Recommendation from committee that If a student score is above 70% grade on the first exam, to not send a 'warning' letter to student.</li> <li>- Going forward, faculty will still continue to use the Early Alert form. The academic warning letters will not go out unless the student has less than 70% grade on the first exam</li> <li>- Any suggestions on AAS may be emailed to Committee Chair so it may be included in the next agenda.</li> </ul> </li> <li>• <i>Curriculum Committee (CC)</i> <ul style="list-style-type: none"> <li>- Members met and voted interim Co-Chair: <ul style="list-style-type: none"> <li>o Prof. Marti Jenner is Co-Chair this Fall</li> <li>o Dr. Marsha Weiner is Co-Chair in Spring</li> </ul> </li> <li>- Reviewed the five semester ASN plan. Waiting for a vote from today's meeting then will look at it, review, and discuss at the next meeting.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• <i>Evaluation and Outcome (EOC)</i> <ul style="list-style-type: none"> <li>- Committee met and had education sessions to get everybody up to speed on what types of evaluations, outcomes, plans for program, what ACEN standards are for ASN and RN to BSN.</li> <li>- Next meeting will continue to talk more on systematic evaluation plans for the program and bring info back to committee</li> </ul> </li> </ul>
<p><b>VI. Report of the Associate Dean and Nursing Leadership</b></p> <ul style="list-style-type: none"> <li>▪ Report of the Assoc. Dean</li> <li>▪ Chair of Nursing</li> <li>▪ Director of RN to BSN</li> <li>▪ Program Coordinator (Charlotte)</li> <li>▪ Program Coordinator (Lee)</li> <li>▪ Program Coordinator (Collier)</li> </ul>	<ul style="list-style-type: none"> <li>• Report of the Associate Dean <ul style="list-style-type: none"> <li>- Congratulated Dr. Angela Vitale's accomplishment for obtaining her Ph. D. degree.</li> <li>- Welcome Edna Shields to Lee campus. She's on a temporary assignment and will return to Collier at a later date, TBD.</li> <li>- Welcome back Wendy Morris, returned to Charlotte campus on a part-time basis.</li> <li>- Welcome to Simulation team: Tommy Mann, Clinical Coordinator, Simulation II; Shawn Gilmartin, Simulation Technology Specialist, and Tessa Bales, Clinical Coordinator.</li> <li>- Simulation team have big goals to meet the objectives of the course faculty is teaching; work on sim. Program to be comparable campus to campus; inter professional simulation.</li> </ul> </li>   <li>By-Laws <ul style="list-style-type: none"> <li>- Mission and Vision should be well aligned with the FSW mission statement, keeping in mind the SACS, ACEN accreditation</li> <li>- Mission and Vision is an important driver of what we'll do going forward and reflect the student learning outcomes; should be linked with the curriculum change.</li> <li>- Suggest to have an ad hoc committee, with 5 or 7 members (ASN and RN to BSN) to work on the Mission and Vision</li> <li>- Table the by-laws for next meeting</li> <li>- Bring ideas and email Dr. Voepel</li> </ul> </li>   <li>▪ Chair of Nursing <ul style="list-style-type: none"> <li>- Gen. Ed. Human Growth and Dev. has a new name: <i>Lifespan Development</i>. Same course, same number, begins Fall 2021</li> <li>- Spring 2021 schedule is done; everyone should know their course modality. ASN faculty should reach out to your program coordinators if there are questions.</li> </ul> </li>   <li>▪ Director of RN to BSN <ul style="list-style-type: none"> <li>- Congratulations to those working on Sigma Theta Tau, headed by Prof. Susan Torres.</li> <li>- FCNEA zoom meeting was held 10/8/2020. Next mtg. is Feb. 2021</li> <li>- Suggest to attend and participate to hear about Florida State colleges and schools' interesting discussions on simulation, hospital clinicals, accreditation guidelines and other information</li> </ul> </li>   <li>▪ Program Coordinator (Charlotte)</li> </ul>

	<ul style="list-style-type: none"> <li>- Happy to have Wendy Morris back</li> <li>- Spring 2021 schedule is all done, thank you to Jennifer; everything is going smooth in Charlotte</li> </ul> <ul style="list-style-type: none"> <li>▪ Program Coordinator (Lee) <ul style="list-style-type: none"> <li>- Thank you to Dr. Vitale 's contributions during the last month filling in for the simulation lab</li> </ul> </li> <li>▪ Program Coordinator (Collier) <ul style="list-style-type: none"> <li>- currently reviewing adjunct faculty applicants</li> <li>- reviewing Issues with Sim Lab: cleaning and equipment needs</li> <li>- there are funds available to spend for sim lab equipment needs per Dr. Paula Tropello</li> </ul> </li> </ul> <p>The name ANEW is not clear to students and others.</p> <ul style="list-style-type: none"> <li>- ANEW is a blended program, it is not 100% online</li> <li>- Vote on the name ANEW in the curriculum committee. Then bring to a vote in the FTCSC mtg. next month. The vote is name change, not a program change.</li> </ul>
<p>VII. Old Business</p> <ul style="list-style-type: none"> <li>- Mission &amp; Vision</li> <li>- Prep U Quizzes</li> </ul>	<ul style="list-style-type: none"> <li>• Mission &amp; Vision – discussed earlier</li> <li>• Prep U Quizzes <ul style="list-style-type: none"> <li>- clarification of leveling of Prep u quizzes <ul style="list-style-type: none"> <li>o mastery level for levels 1 and 2 is 6</li> <li>o mastery level for levels 3 and 4 is 8.</li> <li>o mastery level should be met before the classes</li> </ul> </li> </ul> </li> </ul>
<p>VIII. New Business</p> <ol style="list-style-type: none"> <li>1. New Curriculum 5 semester plan</li> <li>2. New Courses – Fundamentals I, II and Adult Health I, II</li> <li>3. Pins, Spring 2020 grads</li> <li>4. Pass Point</li> <li>5. Library</li> </ol>	<ol style="list-style-type: none"> <li>1. <i>New Curriculum 5 semester plan</i> <ul style="list-style-type: none"> <li>- Nursing Chair, Prof. Davis discussed the 5-semester plan on PowerPoint</li> <li>- Courses are "C" courses. Didactic and clinical are tied; students need to pass both courses to progress in program</li> <li>- Reason for 5 semester change is: number of semesters student take to complete the ASN program; affects their number of credits per semester, not being considered full time; currently ASN is part time, should be full time per the catalog.</li> <li>- program change will need prior approval by ACEN; program change needs to be presented to FSW curriculum committee.</li> <li>- ASN faculty and RN to BSN faculty decided to make a change to move away from concept to population-based curriculum. This was noted in minutes in Spring 2020 faculty workshop meeting.</li> <li>- Discussion on NUR courses number of credits, course numbering, number of loads; prerequisites, progression in the program</li> <li>- Discussion on scoring and grading of nursing applicants on their gen. ed. pre-req courses and how it affects total points for admissions criteria.</li> <li>- Motion to vote and move forward to present to curriculum committee</li> <li>- Request for anonymous vote, survey monkey will be sent out</li> <li>- Other agenda items are tabled for next meeting.</li> </ul> </li> </ol>

	<ul style="list-style-type: none"> <li>- Full time faculty need more time to discuss the proposed new curriculum change. There is a lot to discuss to move forward.</li> </ul>
	<ul style="list-style-type: none"> <li>▪ <i>Discussions</i> <ul style="list-style-type: none"> <li>- While Edna is on the Lee campus working, students who have questions can come by Collier Faculty offices for support. Kellee, our Collier Clinical Coordinator has agreed to help out while Edna is temporarily working on the Lee campus.</li> <li>- Hires are put on hold, on pause.</li> <li>- Talent share staff is working in nursing</li> </ul> </li> </ul>
Meeting Adjourned at 12:15 pm	

Approved by: June Davis Date: 11/20/2020