

Full Time Faculty and Staff Council Committee Meeting Minutes ASN and BSN	
Meeting Date	Friday, Jan. 8, 2021 2:30 PM – 4:30 PM Zoom
Facilitator	Prof. June Davis
Minutes	Edna Shields
Participants	<p>Prof. Kathy Blades, Lisa Cicconi, Prof. Janice Cousino, Prof. June Davis, Prof. David Logan, Prof. Colleen Moore, Arlene Williams, Prof. Lori Canty, Prof. Debra Ebaugh, Prof. Hope Goodwin, Dr. Donna Johnson-Byrd, Prof. Jenneine Lambert, Prof. Sandy Oestrike, Edna Shields, Prof. Carrie Carty, Prof. Gayle Deane, Shawn Gilmartin, Sarah Gingrich, Prof. Julissa Gonzalez, Dr. Terrence Hays, Prof. Tommy Mann, Dr. Susan Rednak, Prof. Nora Stadelmann, Dr. Angela Vitale, Dr. Patty Voelpel, Dr. Debra Weeks, Prof. Bobby Holbrook, Prof. Marti Jenner, Prof. Margaret Kruger, Dr. Julianne Settanni, Prof. Shawn Steiner, Prof. Susan Torres, Jennifer Washburn, Dr. Marsha Weiner</p> <p>Guest: Angela Hartsell, FSW Director of Adaptive Services</p>
Excused /Absent	Prof. Judy Sweeney. Kellee Ratliffe

Agenda Item	Discussions
Welcome and Introductions	<p>Dr. Patricia Voelpel welcomed everyone to our first FTSC meeting of 2021.</p> <p>Dr. Voelpel introduced Ms. Angela Hartsell, Director of Adaptive Services to discuss pregnancy and the nursing student, and how we can help them to achieve success and to graduate.</p> <p>Ms. Angela Hartsell and her department support faculty, staff and students with accommodation issues. Pregnancy, education process & procedures, documented disabilities, course objectives and accreditation process are all part of the accommodations discussion:</p> <ul style="list-style-type: none"> • We need to keep an open mind and discuss options with students seeking accommodation • Withdrawal/step-out from course or semester should not be the first option, discuss course objectives and explain why stepping out from semester may be her only option; or having an 'incomplete' grade. • Have the student be part of the decision-making process, so she owns and understands the options and her choice may not be doable, • Student should have a clear understanding of her options • we have to stay on the same page and work together to keep cases from going to the office of civil rights • schedule a meeting with student and include adaptive services dept. in the discussions.

	<p>Nursing discussion:</p> <ul style="list-style-type: none"> • Nursing education/ health professions is different than a normal degree • We are required by the State of FL and accrediting body for nursing graduates to complete a certain number of clinical hours. We have to validate students completed the 96 hours clinical requirement. • We have an obligation to her education to make sure she is a good practitioner upon graduation. • When clinical sites are open, students are required to be on the site for clinical rotations • A doctor release is required to determine if a student is cleared to return to the clinical area and participate in clinical activities. • Students must meet the standards of good physical and mental health as required by clinical facilities for safe patient care. • We want to be compliant as much as possible with Adaptive Services Dept. <p>Action Items:</p> <ul style="list-style-type: none"> • set up a meeting with all parties present: Faculty/student /nurse admin /and Adaptive services to hear the concern <i>together</i> and what options are available for her • clarify student's concern, what are the issues • E-mail (document) the concern why it is not possible to miss almost half the semester and continue the program • The Office of Associate Dean will send a copy to Angela Hartsell - the page from the current policy and procedure manual showing the standards required for physical, mental, emotional requirements to provide direct nursing care.
<p>I. Reading and Approval of Minutes from Dec. 11, 2020 mtg.</p>	<ul style="list-style-type: none"> • Prof. Kathy Blades made a motion to accept the minutes. Prof. June Davis seconded the motion. All in favor, the minutes from 12/11/2020 meeting were approved.
<p>II. Report of Secretary</p>	<ul style="list-style-type: none"> • Fall 2020 survey results are complete. • Reports are filed in share drive: <i>Health Professions /Dept. of Nursing /AS Nursing /Survey</i>
<p>III. Report of the Committee Co-Chair</p>	<ul style="list-style-type: none"> • No report of the Committee Co-Chair
<p>IV. Report of the Committee Chair</p>	<ul style="list-style-type: none"> • Edna Shields is retiring and it's her last FTFSC meeting • We're looking for a replacement for a Secretary of the FTFSC – to help with the minutes, keep track of meeting attendance. Let Dr. Voelpel and Prof. Davis know if you're interested • Waiting for approval to replace her position
<p>V. Report of the Associate Dean and Nursing Leadership</p> <ul style="list-style-type: none"> • Report of the Assoc. Dean • Chair of Nursing • Director of RN to BSN 	<ul style="list-style-type: none"> ❖ <i>Report of the Associate Dean</i> <ul style="list-style-type: none"> ○ Congratulations to Edna on her retirement on Feb. 2nd ○ Welcome to Prof, David Logan as a new full-time faculty, AS Nursing on the Charlotte campus ○ Contacted by Lee Health about vaccinating our faculty, staff and students ○ Also, an idea we may start our own COVID-19 vaccination pod at the college, Dr. Norman loved the idea, Dr. DeLuca gave a thumbs up

<ul style="list-style-type: none"> • Program Coordinator (Charlotte) • Program Coordinator (Lee) • Program Coordinator (Collier) 	<ul style="list-style-type: none"> ○ Will reach out to Lee Health, Governor's office and Dept. of Health to see if we can be set up as point of distribution for COVID-19 vaccination. We'll need qualified volunteers (students and faculty) to give the vaccination. ○ Provide your name and date of birth to Dr. Voelpel, to send a list to Lee Health to vaccinate faculty/staff ○ Prof. Jean Newberry and Prof. Joe Washburn are part of this vaccination effort ○ Great work of Sigma Theta team. Thank you to Prof. Susan Torres for her great leadership. Application form is on line, you're invited to become a member of Sigma ○ The hard work and dedication of everyone in the Department of Nursing program is being recognized by the administration. We've increased nursing enrollment compared to other programs. Dr. Noman is very supportive of the nursing vision. The work being done in nursing is stellar and Dr. Voelpel is very proud of our teamwork and effort. ○ National search for a new Dean is underway, with new leadership in place by July 1st. Dr. Norman will continue to be Interim Dean until June 30, 2021. ○ Dr. Joseph Van Gaalen is leading the search committee for the Dean of School of Health Professions position. ○ Faculty up for review this spring, Jen will send you an email, for appts. <p>❖ <i>Chair of Nursing Program</i></p> <ul style="list-style-type: none"> ○ Updating the adjunct mentor list for the spring semester, and will email the updated list to everyone. ○ Reminder, attendance verification is due Jan. 14 ○ Email your course syllabi (both ASN and BSN) in pdf format, to Prof. Davis, include Wendy Morris to place files in share drive. ○ Requiring everyone to use ACEN's new address. We'll need to update catalog pages, AS, RN to BSN nursing web pages, policy & procedure pg. 9 and 29 ○ Syllapoolooza event is happening now, FSW looks at every syllabus to make sure that learning objectives are current and matches key words in courses. Prof. Margaret Kruger and Prof. Colleen Moore are handling the RN to BSN and ASN syllabus respectively. <p>❖ <i>Director of RN to BSN</i></p> <ul style="list-style-type: none"> ○ Dr. Marsha Weiner was chosen as ACEN peer evaluator ○ She'll have two site visits (virtually) set up for spring: continuing ed accreditation and continuing & anew program implementation ○ <i>RN to BSN</i> program is booming. There are approx. 284 students, admitted 75 and 18 ASN students who've recently graduated join the program. <p>❖ <i>Program Coordinator (Charlotte)</i></p> <ul style="list-style-type: none"> ○ Hired a new faculty member, Prof. David Logan. <p>❖ <i>Program Coordinator (Lee)</i></p> <ul style="list-style-type: none"> ○ Interviewing for the Clinical Coordinator position. The job is 98% office work. Pls. reach out if you want to apply. <p>❖ <i>Program Coordinator (Collier)</i></p> <ul style="list-style-type: none"> ○ No report from Collier
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	<p>Discussions:</p> <ul style="list-style-type: none"> • Students will be excused from class (lecture or clinical) if they have an appointment to get a COVID-19 vaccination. Students will be required to bring proof of appointment and prove they've been vaccinated. • Grant the time and make up the hours • Level 4 unable to get to the shell with Prep-U. Will get it fixed. • Announcement was posted in Colloquium -names of ASN graduates (170) were sent to Board of Nursing • Prof. Marti Jenner, as faculty counsellor, will send an excel file to all faculty. If you're not a member of SIGMA, submit your name, by next week. Approx. 134 BSN graduates and current students will be receiving invitation to join. Once we have an official chapter, you can transfer membership to our chapter.
VI. Old Business	<ul style="list-style-type: none"> • No old business
VII. New Business <ul style="list-style-type: none"> • Policies regarding pregnant students 	Presented by Angela Hartsell earlier.
Meeting Adjourned at 3:45 pm	Motion to adjourn meeting was made by Prof. Marti Jenner Prof. Susan Torres seconded the motion. Meeting was adjourned.

Approved by: *June Davis* Date: 2/12/2021