

**Full Time Faculty and Staff Council Committee Meeting Minutes  
ASN and BSN**

Meeting Date	Friday, March 12, 2021 2:30 PM – 4:30 PM Zoom
Facilitator	Prof. June Davis
Minutes	Wendy Morris
Participants	<p>Prof. Kathy Blades, Prof. Lori Canty, Prof. Carrie Carty, Lisa Cicconi, Prof. Janice Cousino, Prof. June Davis, Prof. Gayle Deane, Prof. Debra Ebaugh, Shawn Gilmartin, Sarah Gingrich, Prof. Hope Goodwin, Prof. Julissa Gonzalez, Dr. Terrence Hays, Dir. Bobby Holbrook, Prof. Marti Jenner, Prof. Jenneine Lambert, Prof. David Logan, Prof. Tommy Mann, Prof. Colleen Moore, Prof. Sandy Oestrike, Kellee Ratliffe, Dr. Susan Rednak, Dr. Julianne Settanni, Prof. Nora Stadelmann, Prof. Shawn Steiner, Prof. Judy Sweeney, Prof. Susan Torres, Dr. Angela Vitale, Jennifer Washburn, Dr. Debra Weeks, Dr. Marsha Weiner, Arlene Williams</p> <p>Guest: Dr. Rayna Letourneau, PhD, RN, University of South Florida</p>
Excused /Absent	Dr. Patty Voelpel, Dr. Donna Johnson-Byrd, Prof. Margaret Kruger

Agenda Item	Discussions
Welcome and Introductions	Nursing discussion: Action Items:
I. Reading and Approval of Minutes from Feb. 12, 2021 mtg.	<ul style="list-style-type: none"> <li>J Cousino made a motion to accept the minutes. M Weiner seconded the motion. All in favor, the minutes from 2/12/2021 meeting were approved.</li> </ul>
II. Report of Secretary	<ul style="list-style-type: none"> <li>No report of Secretary this month. (Tabled until one is hired)</li> </ul>
III. Report of the Committee Co-Chair	<ul style="list-style-type: none"> <li>No report of Co-Chair this month.</li> </ul>
IV. Report of the Committee Chair	<ul style="list-style-type: none"> <li>J Davis reminded the final committee meeting is April 9, 2021.</li> <li>Updated on Dean of Health Professions position, they are having 4 applicants come to campus over the next several months.</li> <li>Compliance training needs to be completed, the extended due date is March 26, 2021.</li> </ul>

	<ul style="list-style-type: none"> <li>Final withdrawal date for students is March 22, 2021.</li> </ul>
<p><b>V. 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/North)</li> <li>Program Coordinator (Lee/Central)</li> <li>Program Coordinator (Collier/South)</li> </ul>	<ul style="list-style-type: none"> <li>No Report of the Associate Dean this month</li> <li>Chair of Nursing Program – see committee Chair above.</li> <li>Director of RN-to-BSN – B Holbrook wants to invite ASN students who are off for the summer to take some RN-to-BSN classes if they like. They may take Pathophysiology, Pharmacology or Advanced Health Assessment. The students need to have completed their second semester with a 3.0 or higher average G.P.A. in the nursing courses. The RN-to-BSN general education courses do not have to be completed for this option. <ul style="list-style-type: none"> <li>Information will be posted on the colloquium.</li> <li>T Hayes will speak with the Level IV students via ZOOM about this new opportunity.</li> </ul> </li> <li>Program Coordinator (Charlotte/North) – J Sweeney facilitated a Charlotte Faculty Staff Meeting Feb. 26 and all is going well. Monitoring 2<sup>nd</sup> exam scores to see if students need to withdraw before the deadline.</li> <li>Program Coordinator (Lee/Central) A Vitale reported Lee Health is slowly opening spots for students, about half of the students can now go to clinical site; waiting to hear when the others can go.</li> <li>Program Coordinator (Collier/South) – Collier is still looking for preceptor slots.</li> </ul>
<p>VI. Old Business</p> <ul style="list-style-type: none"> <li>SIGMA</li> </ul>	<ul style="list-style-type: none"> <li>M Jenner, our chapter is called Alpha Alpha Rho and is the 591<sup>st</sup> chapter in SIGMA. She will resend the link for all faculty to join or transfer membership, they have a goal of 50 members in the first class; currently 13 active members.</li> <li>Please consider how this chapter can be promoted from the first semester of the ASN program and how to generate interest throughout RN-to-BSN program.</li> </ul>
<p>VII. New Business</p> <ul style="list-style-type: none"> <li>Frontline Nursing During COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>Dr. Rayna Letourneau, the USF College of Nursing has developed a continuing education program aimed to help frontline nurses and to keep them safe while caring for patients.</li> <li>After receiving external funds from Sarasota businessman David Kotok and his partner Christine Schlesinger, they created Frontline Nursing During COVID-19: A New Paradigm <a href="https://health.usf.edu/nursing/frontline-nursing">https://health.usf.edu/nursing/frontline-nursing</a></li> <li>For each on-demand webinar nurses complete they will earn 1 Free CEU. The webinars are available until February 1, 2022.</li> <li>Content is population specific to the novice or seasoned Nurse. Webinars include the pathophysiology of the disease, how to empower yourself as a nurse, strategies nurses can implement and how to have difficult conversations.</li> <li>R Letourneau hosts a Podcast: Frontline Nursing launching 1 episode per month, the purpose is to keep the conversation going; currently they have over 300 subscribers and it will be available until Feb. 2022. <a href="https://open.spotify.com/show/5kS09aYoknsZMmUh8ac1IA">https://open.spotify.com/show/5kS09aYoknsZMmUh8ac1IA</a></li> <li>Originally they were doing this project to help local nurses and those precepting area students; but the program is open to all nurses.</li> </ul>

	<p>Registrations have been from all over the country including Hawaii and an international nurse.</p> <ul style="list-style-type: none"> <li>○ Please email <a href="mailto:Rayna.Letourneau@usf.edu">Rayna.Letourneau@usf.edu</a> or <a href="mailto:frontlinenursing@usf.edu">frontlinenursing@usf.edu</a> if you have any questions, she answers both emails.</li> </ul>
<ul style="list-style-type: none"> <li>● Review of Standards</li> </ul>	<ul style="list-style-type: none"> <li>○ B Holbrook presented Standard 2 – Faculty/Staff and Standard 3 – Students. M Weiner is lead for Standard 2 and S Steiner is lead for Standard 3 for the RN-to-BSN program. B Holbrook used their reports to assist in putting this presentation together. <ul style="list-style-type: none"> <li>● ACEN Standard 2 and 3 are the same for ASN and RN-to-BSN</li> <li>● B Holbrook will have a sample for the Systematic Evaluation Plan to show at the next meeting.</li> <li>● A calendar schedule will be updated annually so you will know which meeting your standard will be presented at.</li> <li>● Use the 2017 Self Study as a guide and reference.</li> <li>● A Share Drive folder was created called ACEN 2025 &gt; ASN or RN-to-BSN Folders &gt; Standard Folders 1-6 in each &gt; Sub-standards folders will be added in each. Use these folders as you meet and collect artifacts. They will be updated annually.</li> </ul> </li> <li>○ B Holbrook reviewed each sub-standard, what each requirement was and what proof/artifact was needed.</li> <li>○ All information about both programs need to be consistent, ACEN information needs to be presented in a specific way. Should consider posting the nursing “policy and procedure” manual on the website so potential students can read before deciding to apply to the program.</li> <li>○ Invite B Holbrook and/or M Weiner to any of your Standard Committee Meetings, they are happy to help.</li> </ul>
Meeting Adjourned at 4:13 pm	Motion to adjourn meeting was made by Prof. J Sweeney; Prof. D Ebaugh seconded the motion. Meeting was adjourned at 4:13 PM.

Approved by: *June Davis* Date: 4/9/2021