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**MEETING: SoHP Meeting Program Directors and Department Chairs**

September 7, 2021 2:00 -3:00pm,

Zoom Meeting

<https://fsw.zoom.us/j/84254222048?pwd=WjVpc1VDVGtHK3NFclR0djllSkNXZz09>

**PURPOSE:** Internal Department Meeting

**ATTENDEES:** Program Directors, Department Chairs, Associate Deans and Dean

**AGENDA**

1. Curriculum Changes to be Submitted (Replacing PSY2012 to POS2041 American National Government to meet civic literacy requirement
2. Enrollment and retention
3. Annual review process
4. Remote operations related to COVID
5. HB 1507 / changes with curriculum committee

**SoHP Leadership Meeting**

**September 7, 2021 via Zoom**

Dr. Norman called the meeting to order at 2:00 pm.

**Attendees**

Dr. Thomas Norman – Interim Dean, School of Health Professions

Dr. Patricia Voelpel – Associate Dean, Nursing

Bobby Holbrook – BS Nursing Program Director

Karen Molumby – Dental Hygiene Program Director

Jean Newberry – Respiratory Care Director

Jim Mayhew – Radiologic Technology Program Director

Deborah Howard – Health Information Technology Director

Pamela Peters – Social & Human Services Interim Director

Tommy Mann – Director of Simulation

Susan Davis – CE Coordinator for BLS, ACLS, and PALS

Joe Washburn – EMT/Paramedic/Fire Science – Director

Nicole Cobb – Cardiovascular Technology Director

June Davis – Nursing Professor

Judy Sweeney – Nursing Coordinator

Angela Vitale – Nursing Coordinator

Heather O’Connell – BS Cardiopulmonary Science Chair

Cassie Steves – Academic Advisor II

Sarah Gingrich – Academic Advisor II

Adriana Figueroa – Administrative Assistant

Tamra Pacheco – Health Professions Support Specialist (scribe)

The meeting was called to order at 2pm.

New Dean Search

* Thank you to the committee for the time and energy in making candidate selections.
* Four out of the five were selected to move forward for Provost review.
* Dr. Norman will be working with Sherolyn on the remaining part of the process.
* Meetings for on-site interviews are being scheduled and may be via Zoom.
* Two or three finalist will meet in person with the Provost.
* We hope to have a Dean hired by the end of the year.

Program Staffing

* Pamela Peters has been diligently working with her committee to find a Director for Social and Human Services.
* The position for a full-time faculty member for the Radiologic Technology position has been reposted by Jim Mayhew after a failed search over the summer.

Program Accreditations

* SACS is visiting the campus in October.
* Karen is completing her self-study for the Dental Hygiene Accreditation and their visit is in 2022.
* Radiologic Technology is working on their interim accreditation.
* CAHIIM will be on campus for the HIT site visit next fall.
* Nursing, Respiratory Care, and CVT will not have an accreditation site visit until 2025.
* Dr. Norman requested that all programs should send drafts of their accreditation documents to the Provost for review as they are completing them for a visit.

Curriculum Changes for Psychology to Civics

* Deborah Howard stated that it will be easy change for HIT and she will have it completed for next year.
* June Davis stated that the next curriculum committee meeting will be focused on this change and provide the final language for documentation.
* Karen Molumby stated that they need Psychology and Sociology per her accreditation. She inquired if testing out of the course will be an option. Dr. Norman stated that has not been finalized, but we hope so in such instances. Dental Hygiene will have to remove 3 core credits in order to add that course.

Enrollment & Retention

* What impacts enrollment in these programs? Radiology and Nursing are impacted by the number of students who can complete their rotation at the clinical sites.
* Dr. Norman offered to be of any assistance he can while reaching out to local hospitals in monthly meetings.
* Dr. Voelpel stated that the hospital employees they work with always ask how they can help and then the program directors are informed that their clinical rotation is cancelled. In New York, there are many people leaving and the hospitals are mandating vaccines. She states that the executives of our local hospitals should meet with the program directors.
* Jean Newberry stated that they are not receiving any rotation cancellations. They are just limited on the patients they can see that don’t have COVID.
* Pamela Peters stated that there is a problem with placement even with her small group of people completing her residency courses.
* Jim Mayhew stated that communication between the directors and staff at the hospitals not occurring.
* Dr. Norman stated that all of these are problems and employee compensation is not adequate.
* Dr. Norman stated that he meets with Lee Health on the 3rd Monday of each month and he will have Adriana add directors who wish to attend the meeting. Some of you are already on the invite.
* He will see if clinical access can be added to their agenda along with compensation.
* June Davis stated that our Clinical Associates are hard to hold on to because of the pay or they have decided to move to another location.
* Karen stated that if they are making $10 less an hour, they will not select education as their career.
* Bobby Holbrook stated that Clinical Associates never get a raise and no incentives, so they leave.
* Clinical Associates are not even hired as part-time employees and can only work 20 hours a week.
* Dr. Norman stated that he will check into the Clinical Associates pay and position.
* Nikki Cobb stated that she cannot hire adjuncts since they are required to have a masters or doctrine. Dr. Norman stated that we need to look into that and consider their experience.
* Karen states that another issue is that we take an extended period of time to get those employees onboard.
* Dr. Norman stated that we should accept Clinical Associates for all programs on a regular basis. EMS and some others have the job posted all year long.
* Thank you to everyone who assisted with the program brochures to introduce what our programs have to offer.
* Cassie Steves stated that our advisors are referring our students to Hodges at their meetings with students.
* Dr. Norman stated that we need to build relationships with advising. Dr. Norman will follow up with Cassie on this issue.
* Jean stated that lack of awareness of the program often causes students to drop out when they learn more about the clinical experience.
* Karen stated that money influences students to pursue a degree and lack of awareness about the profession does not help.

Annual Review

* The reviews will occur in October or November in the old format since the new review process will not begin until January.
* Introduction meetings on the new system start tomorrow and go into October.
* With the new remote operation rule for 2 or more infected students in a class, how do we handle clinical courses? Can we extend the clinical course so the students can make up their time? Dr. Voelpel stated that the Provost stated that the clinical course may need to be suspended.
* Karen mentioned that she needs clarity on the use of a leave request – the proper process and when they can be used. She would like to have more support from HR on this issue with a couple of her team members.

HB 1507 Curriculum Changes

* The changes need to be ready by December for January’s meeting.
* Dr. Norman stated that all curriculum changes should be ready in advance.