

ASN Faculty & Staff /Meeting Minutes November 2020

Meeting/Project Name:	ASN Faculty & Staff Meeting		
Date of Meeting:	11/13/20	Time:	1:00PM
Minutes Prepared By:	Susan Rednak, DNP, MSN	Location:	Zoom-Virtual Meeting
1. Meeting Objective			
Meeting came to order & began recording at 1:05PM Minutes were accepted by Debra Weeks & June Davis. Meeting adjourned at 3:32PM – Patricia Voelpel & Judy Sweeney motioned to end.			
2. Attendees			
Donna Johnson-Byrd (Facilitator), Patricia Voelpel, Susan Rednak, Debra Ebaugh, June Davis, Kathy Blades, Lorraine Canty, Gayle Deane, Jenneine Lambert, Sarah Gilbert, Deb Weeks, Nora Stadelmann, Janice Cousino, Edna Shields, Sandra Oestrike, Judy Sweeney, Tessa Bales, Tommy Mann, Shawn Gilmartin, Arlene Williams, Colleen Moore, Judi Orr, Hope Godwin, Carrie Carty, Angela Vitale, Kellee Ratliffe, Jenn Washburn			
3. Agenda and Notes, Decisions, Issues			
Topic	Discussion		
ACEN application/ RN NCLEX	<ul style="list-style-type: none"> June Davis spoke on this topic as a follow-up from Dr. Voepel's conversation during the full Faculty & Staff meeting earlier in the morning. 		
Submission of Agenda items	<ul style="list-style-type: none"> Clarification of agenda items from Deb Weeks regarding who should be sent items prior to each meeting. June Davis advised to send agenda items for Full Time Faculty & Staff Council meeting to her and ASN Faculty & Staff Meeting agenda items to all 3 Campus Coordinators until further notice. 		
Building Mission/Vision for ASN program	<ul style="list-style-type: none"> Donna Johnson-Byrd mentioned follow-up for Mission and Vision task force that will be addressed by Dr. Voelpel who had shared questions. Faculty recommendations for identifying other ASN institutions mission and vision for comparisons and beginning a committee to spearhead this task & will f/u with Dr. Voelpel as we near toward ACEN planning. 		
Faculty/Staff	<ul style="list-style-type: none"> June Davis announced Jenny Pappas resigned for personal reasons & a Charlotte full-time faculty position advertisement is in the progress. June Davis discussed use of Pass Point for ASN level-4 students. Level 3 survey of demonstrated Level-3 students, as a majority, thought it was too expensive. Donna Johnson-Byrd discussed "several Level-3 students were confused about having to pay for both ATI & Pass Point". June Davis conveyed a survey will be sent to recent graduates to identify what program they used to prepare for their NCLEX/boards. 		

<p>ATI Comprehensive predictor (ATI vs. other products); NCLEX pass rates & Benchmark</p>	<ul style="list-style-type: none"> • June Davis posed questions to the faculty regarding no long using ATI. Specifically, “Once ATI is no longer utilized in the ASN program, which one is the most appropriate one to use”? This will be addressed again at the next ASN meeting. • Gayle Deane asked, “which products are working vs. not working”? • Colleen Moore reviewed recent outcomes and NCLEX rates. At this time, no benchmark has been established which sparked further discussion regarding committee focus for Standard 6.
<p>Mentoring new staff members & Review</p>	<ul style="list-style-type: none"> • June Davis addressed this – Faculty does mentor review & adjunct adds to their FSW electronic portfolio. • Judy Sweeney and Lisa Cicconi. spoke on Canvas course for CA’s Clinical Associates orientation – broken down for each campus i.e. Castle branch
<p>ACEN Committee(s) & changes to by-laws</p>	<ul style="list-style-type: none"> • Donna Johnson-Byrd ACEN Standards Committee work. • Angela Vitale, Lee Campus Coordinator, will send out sign-up sheet so staff can sign up. • Judy Sweeney asked for clarification regarding voting on ACEN committee (ASN vs. BSN or both). A. Vitale addressed reminded faculty and staff, “By-laws state who can vote/not vote”. • Dr. Voelpel discussed review of BSN level by-laws which will also affect ASN by-laws (Article Section 6-Collective-voting in the event there is a tie. Questions posed to faculty: <ul style="list-style-type: none"> ○ Who would break the tie? ○ Should it be the Associate Dean since they typically do not vote. ○ This was addressed with everyone on Zoom meeting – it was agreed that a survey should sent out to the team to vote and have a voice. Angela V. offered to send out a survey-monkey to faculty members.
<p>Faculty Profile Table</p>	<ul style="list-style-type: none"> • Donna Johnson-Byrd addressed updating list as we approach ACEN with new faculty. • Edna Shields to share list with the leadership team.
<p>Admissions for Spring’ 21</p>	<ul style="list-style-type: none"> • Sarah G. spoke – all students accepted into Spring’21 was notified (146 students). Currently doing background checks, drug testing. • Donna Johnson-Byrd – fingerprinting process -no issues at this moment as a result of COVID -19.
<p>Academic jeopardy/Early Alert process</p>	<ul style="list-style-type: none"> • Sarah G. /June D. addressed “success plan process needs to be reviewed” & process for sending out notifications. Sarah G. addressed that the academic warning goes out to student post second exam and before FSW withdrawal date.

ZOOM requirements	<ul style="list-style-type: none"> • Nora Stadelmann discussed concerns of students not putting on their monitors during class time; if students do not have webcam, FSW IT can supply one to them. • Lorraine Canty will send a copy of the information shared by the Provost with specific guidelines for ZOOM during classes.
Curriculum Revisions	<ul style="list-style-type: none"> • June D. addressed – no changes to courses as of now. • New Curriculum proposal pending approval of College Curriculum Committee at the December 4th meeting.
Criteria for admitting students into ASN Program	<ul style="list-style-type: none"> • Sarah G. – Formed 4 plans • 1. ASN-Current college student admit plan – discussed outline • 2. ASN – High School admit plan • 3. ASN – LPN Articulation admit plan for Fall 2021(Sarah reviewing required courses for clarification, need to do catalog/when was person admitted to program • 4. ASN - LPN Articulation admit plan for after Fall 2021
Faculty specialty areas	<ul style="list-style-type: none"> • Dr. Voelpel discussed with all faculty and staff specialty areas currently teaching across the ASN program (i.e. Med-Surg, Mental Health, Pediatrics, Critical Care). • Future of teaching hybrid/across all campuses via Zoom/in the classroom. Patty V. advised faculty over the holiday break to begin thinking about what their preference may be for future. Angela V. spoke about hybrid for Spring' 21 on both Collier/Charlotte & Judy S. spoke to hybrid combo in Spring'21.
Clinicals for Spring' 2021	<ul style="list-style-type: none"> • Angela Vitale announced Lee Health System currently in limbo unsure if they are permitting students or not. • At this time Lee Health is addressing clinical hours and preceptorship hours as well as hospitals. Each level teams need to brainstorm for plan-B in the event there are no clinical sites available. • Judy Sweeney - Need CA's Clinical Associates, FSW hiring presently. • Lisa Cicconi spoke to Fawcett regarding clinical time, limited at site, they are requesting both how many students & units by November 23, 2020 deadline.

General topics

- Jenneine – Spoke about wanting more level to level interaction/collaboration for Spring'2020, volunteers for EMS interdisciplinary SIMS.
- Gayle Deane /Judy Sweeney – Spoke about care plans/care maps, to bring them back - or just Docucare?
- Donna Johnson-Byrd discussed Clinical SIM Evaluation form tried in NUR2033L, Level-3 Health Alterations. Students are struggling with applying the critical thinking piece to patient care without clinical time and this might be a tool that will help identify trends and those students who need extra help.
- Tommy Mann asked if form was used for more observation vs. debriefing and is it NLN guided? He is more than happy to work with faculty.
- Debra Ebaugh suggested to collaborate to make form accessible for all levels. Sandra Oestrike share with Donna Johnson-Byrd. SIM Eval form which applies to 5 scenarios/SIMs & students complete all 5 assignments. This will be re-addressed with simulation coordinator.
- Prep U- Judy S. addressed all levels putting together an evaluation of mastery level strengths & weaknesses.