

## MEETING MINUTES

<b>Meeting/Project Name:</b>	ASN Leadership Meeting		
<b>Date of Meeting:</b>	Tuesday, Dec. 8, 2020	<b>Time:</b>	10:00 am – 12:00 pm
<b>Minutes Prepared By:</b>	June Davis	<b>Location:</b>	Zoom
<b>1. Meeting Objective</b>			
Program Issues			
<b>2. Attendees</b>			
Prof. June Davis, Dr. Patricia Voelpel, Prof. Judy Sweeney, Dr. Angela Vitale, Ms. Sarah Gingrich, Dr. Donna Johnson-Byrd			
<b>3. Agenda and Notes, Decisions, Issues</b>			
<b>Topic</b>	<b>Discussion</b>		
Edna Shields' retirement	<ul style="list-style-type: none"> <li>Edna's retirement date is Feb. 2, 2021. She will be taking some personal time off prior to her retirement date.</li> </ul>		
Open Courses	<ul style="list-style-type: none"> <li>Because of the hiring process, initial pay will be delayed for any new faculty hired to fill the open courses.</li> <li>Judy will work with Jenn this week to balance out the course schedules</li> </ul>		
Weekly clinical assignments	<ul style="list-style-type: none"> <li>Faculty have asked if there will be any changes to the weekly Docucare assignments.</li> <li>The assignments for the clinical courses will remain the same as during the Fall 2020 semester.</li> </ul>		
Simulation	<ul style="list-style-type: none"> <li>No changes will be made to the Simulation Instructor Guidelines</li> <li>Some faculty are still having difficulty complying with these guidelines. This will need to be addressed</li> </ul>		
ASN Meetings	<ul style="list-style-type: none"> <li>Campus Program Coordinators will rotate responsibility of facilitating the ASN meeting each year. <ul style="list-style-type: none"> <li>Judy will facilitate the ASN meetings for 2021.</li> <li>Donna will facilitate the ASN meetings for 2022</li> <li>Angie will facilitate the ASN meetings for 2023</li> </ul> </li> <li>Meeting agenda format will be similar to the RN to BSN meetings to ensure that ACEN standards are covered</li> </ul>		
Admissions Process	<ul style="list-style-type: none"> <li>Can students retake gen ed courses for a higher grade? Currently we allow only the grade of the first attempt to count for admission purposes. <ul style="list-style-type: none"> <li>Beginning Spring 2022 (if approved by the Curriculum Committee), we will allow the highest grade of a gen ed course to count toward admission criteria (no restrictions on attempts). June will email the</li> </ul> </li> </ul>		

	<p>curriculum committee to include this change in the upcoming Change of Program Proposal</p> <ul style="list-style-type: none"> <li>• Currently if accepted students make a late decline to the ASN program, their spot is not filled. Should we change this policy? <ul style="list-style-type: none"> <li>○ Currently policy will remain in effect: no changes to placement after the specified date.</li> </ul> </li> <li>• Due to lack of time, these Admissions Process issues will be re-addressed at the next ASN Leadership meeting</li> </ul>
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<b>Meeting Adjourned</b>	2:00 pm
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Approval Signature of Program Chair	Date
<i>June Davis</i>	1/19/2021