

MEETING MINUTES

Meeting/Project Name:		ASN Leadership Meeting	
Date of Meeting:		Tuesday, Feb 9, 2021	Time: 1:00 pm – 3:00 pm
Minutes Prepared By:		June Davis	Location: Zoom
1. Meeting Objective			
Program Issues			
2. Attendees			
Prof. June Davis, Dr. Patricia Voelpel, Prof. Judy Sweeney, Ms. Sarah Gingrich, Dr. Donna Johnson-Byrd, Ms Jennifer Washburn, Dr. Susan Rednak			
3. Agenda and Notes, Decisions, Issues			
Topic	Discussion		
ASN Applicants for Fall 2021	<ul style="list-style-type: none"> Discussed specific student requesting re-entry into level 4 after failing out of the program in Fall 2018 (she failed 2 didactic courses). Determined that this student may apply for re-admit as a first semester student, but is not allowed to return to the last semester. Application not ready – need to put wording on web page regarding a delay (no specific date). New curriculum approval still pending which will affect Fall courses 		
ASN Webpage	<ul style="list-style-type: none"> The ASN webpage needs to be updated regarding: <ul style="list-style-type: none"> Program costs (Patty and June will review when they meet next week) Student achievement outcome data (Patty will review to update this) 		
Fall 2021 Schedule	<ul style="list-style-type: none"> Jenn will ask Dr. McClinton how to manage start times for 1 and 2 hr courses Need to allow 45 min travel time between live online and on campus courses Blended online = Synchronous (up to 50%) and Asynchronous. Jenn will need to enter any meeting dates into Banner Live Online = all synchronous weekly meeting dates Blended = live online and on campus (20-50%). Jenn will need to enter on campus dates in Banner Jenn will need all course meeting dates by 2/25/21. Concerns voice from semester 1 faculty feeling they don't have a say with how semester 1 is being developed. Judy will hold a semester 1 meeting Jenn needs levels 2, 3, and 4 schedules. Semester 1 will also need to be looked at to make sure it will fit in. New Curriculum will need to be approved by the state before it can be entered into Banner. 		
Exam cheating	<ul style="list-style-type: none"> Cheating has been noted with the use of Proctorio for online exams We will continue to keep didactic courses on the same day so that exams are on the same date, but may consider changing this in the future. Discussed possibly holding Friday exam dates for students to take all exams on campus. 		

	<ul style="list-style-type: none"> Suggest two exams for each class allowing exams to be given on different days. Will discuss this further for Spring 2022 semester
Faculty load	<ul style="list-style-type: none"> For the Spring 2022 semester, will plan to choose load as a team (team FLAC). This will be best done if we are all in a large room together Leadership would set up the schedule, then allow faculty by seniority to choose load. By campus chose 15 load each, the open up to all for overload (by seniority)
CA Pay	<ul style="list-style-type: none"> Discussed variations from campus to campus how CAs are paid If they are being paid 15 min early to make assignments, are they also leaving early (likely) and getting paid for the full time? Determined that CAs should not be paid for arriving 15 min early. CAs should get paid 3 hrs for orientation to hospitals. CAs need to meet with faculty during the time they will be on campus (not paid extra to meet with faculty)

Meeting Adjourned	3:00 pm
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Approval Signature of Program Chair	Date		
<i>Jane Davis</i>	2/28/2021		