

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

Meeting Date	Friday, September 10, 2021 2:30 PM – 3:30 PM Zoom
Facilitator	Prof. June Davis
Minutes	Wendy Morris
Participants	See Attached Attendance Sheet; Special Guest-Dr. Eileen DeLuca
Excused /Absent	Lisa Cicconi

Agenda Item	Discussions
Welcome and Introductions	Nursing discussion: Action Items:
I. Reading and Approval of Minutes from August 20, 2021 mtg.	<ul style="list-style-type: none"> J Davis called the meeting to order at 2:30pm. J Sweeney made a motion to accept the minutes with no changes. K Blades seconded the motion. All in favor, the minutes from 8/20/2021 meeting were approved.
II. Report of Secretary	<ul style="list-style-type: none"> No report of Secretary until further notice.
III. Report of the Committee Co-Chair	<ul style="list-style-type: none"> No report of Co-Chair at this time.
IV. Report of the Committee Chair	<ul style="list-style-type: none"> J Davis announced they are putting the Secretary position on hold until all of the Assistant positions are filled and a Secretary can be chosen. W Morris will continue to type the meeting minutes from the recordings. While J Davis and T Hays are happy to continue on as Chair and Co-Chair; be thinking about nominations as this will be addressed later in the meeting; if you are interested in either position, please indicate so later.
V. Report of the Associate Dean and Nursing Leadership <ul style="list-style-type: none"> Chair of Nursing Director of RN-to-BSN Program Coordinator (Charlotte/North) 	<ul style="list-style-type: none"> P Voepel received an updated Faculty Seniority list from Human Resources which she will forward by email to Faculty. J Davis explained that the new annual review process as outlined in an email from Human Resources is for staff and administrators. You may register for one of the training sessions to find out more information. Faculty will continue with the Portfolio process. J Davis reviewed the QEP Creative Capstone Course and encouraged interested Faculty to apply to teach this research-based course.

<ul style="list-style-type: none"> • Program Coordinator (Lee/Central) • Program Coordinator (Collier/South) 	<ul style="list-style-type: none"> • SACSCOC Visit is Oct 11 – 14; they will be visiting all campuses. • B Holbrook gave an update of the RN-to-BSN outcome meeting held in August. They completed the ACEN and SACSCOC academic year 2021 outcomes. <ul style="list-style-type: none"> ○ Using the updated version of <i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i>, a committee with M Jenner, Chair, will start a “deep-dive” into the RN-to-BSN curriculum this year. Several Faculty have joined a six-part conference sponsored by AACN on how to implement the new goals into the curriculum. ○ They have completed the student handbook updates so they will be getting that out to the RN-to-BSN students shortly. ○ G Deane is heading up a task force to review on line course shells; set some standards and apply some of the Quality Matters rules to make the experience better for the students. ❖ <i>Program Coordinator (Charlotte/North)</i> – J Sweeney-new Faculty are settling in well; Charlotte continues to struggle with clinical site changes and spring schedule is being created. ❖ <i>Program Coordinator (Lee/Central)</i> A Vitale-excited about the new Faculty; M Pearce and M Espinal have agreed to co-advise NSNA; G Lewis-Jacobs has been keeping up with all of the clinical site and training changes. ❖ <i>Program Coordinator (Collier/South)</i> – J Ortiz-courses are off to a great start; still a few issues with clinical sites but all is running smoothly. Spring schedules are being worked on.
<p>VI. Old Business</p>	<ul style="list-style-type: none"> • None at this time.
<p>VII. New Business</p> <ul style="list-style-type: none"> A. Faculty Load and Compensation (FLAC) B. Locating Previous Meeting Minutes C. Nominations for Committee Chair and Co-Chair D. Open Forum 	<ul style="list-style-type: none"> • J Washburn explained what load the FLAC report was showing. It indicates your overload after the 15-credit regular load is met. If you feel you are missing overload, it may be that some of that load was actually part of your base so it can't be seen. If you still need clarification, please email J Washburn and she will help you. • J Davis demonstrated how and where to find previous meeting minutes on the Share Drive and on the Document Manager. <ul style="list-style-type: none"> ○ (lee-nas-2)M Drive>Health Professions>DEPT OF NURSING>aaNursingAY2021-2022>Meeting Minutes ○ Portal>Document Manager>Academic Affairs>School and Division Meeting Minutes>School of Health Professions>Nursing>Nursing ASN Meeting Minutes ○ J Davis may be able to add folders; if not, she will need to contact J Van Gaalen's office to add the folders. • J Davis opened the floor for nominations for Chair and Co-Chair of Council Committee positions. Since there were no nominations J Davis and T Hays will continue for another year. • J Lambert wanted Faculty to be offered more opportunities for collaboration in the areas of choosing course leads and teaching assignments and for all Faculty to feel involved on their home campus when decisions are being made.

	<ul style="list-style-type: none">• P Voelpel indicated that J Ortiz, in her new leadership role, will certainly address Collier Faculty's request for more collaboration. J Ortiz is open to suggestions and looks forward to working with Faculty and staff. A Vitale on Lee and J Sweeney on Charlotte will both look at Faculty's requests as the spring schedule is created.
Adjournment	Meeting was adjourned at 3:30 PM.

Approved by: *Jane Davis* Date: 10/11/2021

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Attendance Sheet

1	Dr. Patricia Voelpel	PRESENT
2	Dr. Angela Vitale	PRESENT
3	Dr. Debra Weeks	PRESENT
4	Dr. Jennifer Ortiz	PRESENT
5	Dr. Julianne Settanni	PRESENT
6	Dr. Kathy Blades	PRESENT
7	Dr. Margaret Pearce	PRESENT
8	Dr. Marsha Weiner	PRESENT
9	Dr. Terrence Hays	PRESENT
10	Prof. Angela Marchionni	PRESENT
11	Prof. Bobby Holbrook	PRESENT
12	Prof. Carrie Carty	PRESENT
13	Prof. Colleen Moore	PRESENT
14	Prof. David Logan	PRESENT
15	Prof. Debra Ebaugh	PRESENT
16	Prof. Gayle Deane	PRESENT
17	Prof. Hope Goodwin	PRESENT
18	Prof. Janice Cousino	PRESENT
19	Prof. Jenneine Lambert	PRESENT
20	Prof. Judith Sweeney	PRESENT
21	Prof. Julissa Gonzalez	PRESENT
22	Prof. June Davis	PRESENT
23	Prof. Kelly Murphy	PRESENT
24	Prof. Lorraine Canty	PRESENT
25	Prof. Mariel Espinal	PRESENT
26	Prof. Marti Jenner	PRESENT
27	Prof. Nora Stadelmann	PRESENT
28	Prof. Sandra Oestrike	PRESENT
29	Prof. Shawn Steiner	PRESENT
30	Sarah Gingrich	PRESENT
31	Arlene Williams	PRESENT
32	Gale Lewis-Jacobs	PRESENT
33	Jennifer Washburn	PRESENT
34	Kellee Ratliffe	PRESENT
35	Lisa Cicconi	ABSENT - Excused
36	Mary Louise Mondello	PRESENT
37	Dr. Eileen DeLuca – Special Guest	PRESENT