

## MEETING MINUTES

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| <b>Meeting/Project Name:</b>  |   | ASN Leadership Meeting |                             |
| <b>Date of Meeting:</b>   |   | Thursday, Aug 19, 2021 | <b>Time:</b> 3:00 – 4:30 pm |
| <b>Minutes Prepared By:</b>   |   | June Davis             | <b>Location:</b> Zoom       |
| <b>1. Meeting Objective</b>   |   |                        |                             |
| ASN Program Issues  |   |                        |                             |
| <b>2. Attendees</b>   |   |                        |                             |
| Prof. June Davis, Prof. Judy Sweeney, Ms. Sarah Gingrich, Ms Jennifer Washburn, Dr. Patricia Voelpel, Dr. Angela Vitale |   |                        |                             |
| <b>3. Agenda and Notes, Decisions, Issues</b>   |   |                        |                             |
| <b>Topic</b>  | <b>Discussion</b>   |                        |                             |
| COVID 19 Student Acknowledgement form   | <ul style="list-style-type: none"> <li>Student acknowledgement signature form (attached) presented by Prof. Davis was discussed and approved by all. Patty will present this to Dr. Norman for his approval</li> </ul>  |                        |                             |
| COVID Vaccine requirements by clinical partners   | <ul style="list-style-type: none"> <li>Clinical sites may require COVID vaccines without allowing for declinations. How can we handle this? We will need to involve the dean and provost on these decisions. We will address this at our Nursing meeting tomorrow for discussion.</li> <li>Late drop is Aug 30<sup>th</sup></li> <li>We need to add Step Out procedure to our Policy &amp; Procedure manual</li> </ul>  |                        |                             |
| Lack of clinical instructors  | <ul style="list-style-type: none"> <li>Prof. Davis and Prof. Sweeney shared the difficulties of finding and keeping clinical associates. This is especially difficult because of the pandemic, but some CAs are leaving for other local colleges that pay more and/or offer full time positions. This is a problem for all campuses</li> <li>Efforts are made to contact previous students. Dr. Vitale feels that calling them is more effective than an email. Also suggests calling unit managers for referrals rather than the hospital educators.</li> <li>We cannot use more than 50% simulation time because the FDOE executive order has expired. Dr. Voelpel will call the FBON to verify this.</li> <li>Ms. Gingrich suggests requesting full time CA positions through the college</li> </ul> |                        |                             |
| Clinical Sites requiring COVID vaccines   | <ul style="list-style-type: none"> <li>Naples Comm Hosp is now requiring all students and CAs be fully vaccinated and are not allowing for exemptions (medical or religious)</li> <li>TideWell Hospice is requiring students to be fully vaccinated. This only affects the Charlotte campus who will not be sending students to Hospice this semester.</li> </ul>   |                        |                             |
| 2021-2022 ASN Policy & Procedure Manual   | <ul style="list-style-type: none"> <li>Updates for the P&amp;P manual need to be completed soon. Updates include adding new faculty, breast feeding policy, Title IX wording, and reviewing curriculum wording.</li> </ul>  |                        |                             |
| Mentors – Adjuncts and New faculty  | <ul style="list-style-type: none"> <li>Prof. Davis discussed which adjuncts required mentors for this year</li> <li>Mentors were chosen, Prof. Davis will notify them.</li> </ul>   |                        |                             |

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| Recording Classes          | <ul style="list-style-type: none"> <li>• Prof. Sweeney discussed the recent legal ruling that states students do not need permission to record a class. They do need permission to publish the recording (i.e. social media)</li> <li>• This will be discussed at our full nursing faculty/staff meeting tomorrow and faculty will be informed to remove any wording from syllabi that states students need permission to record a class.</li> </ul>   |
| New Curriculum – Nursing 1 | <ul style="list-style-type: none"> <li>• Prof. Sweeney gave an update of the Nursing 1 meeting she held recently; all Nursing 1 faculty now understand our new courses being implemented this semester</li> <li>• Because the aspects of each C course (didactic, lab, clinical) share a CRN, canvas site, and syllabus, the didactic faculty is designated as lead and will be responsible for making sure the canvas course and syllabus are complete and ready.</li> <li>• It was decided at the Nursing 1 meeting that Prof. Nora Stadelmann, Prof. David Logan, and Prof. Angela Marchionni will share lead for the Nursing 1 courses: NUR 1020C and NUR 1068C</li> </ul> |
| Email groups               | <ul style="list-style-type: none"> <li>• Prof. Davis reported that all email groups (nursing ASN, nursing BSN, nursing Charlotte, nursing Lee, nursing Collier and nursing Adjuncts) have been updated by Ms. Wendy Morris for this semester</li> </ul>  |
| Future LPN Plans           | <ul style="list-style-type: none"> <li>• Ms. Gingrich reported that Dr. Norman would like to increase our LPN enrollment. Discussions are in the early stages but this plan would include working with local technical colleges.</li> </ul>  |
| Future meetings            | <ul style="list-style-type: none"> <li>• TBD</li> </ul>  |

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| <b>Meeting Adjourned</b> | 4:30 pm |
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|                                     |           |  |  |
| Approval Signature of Program Chair | Date      |  |  |
| <i>June Davis</i>                   | 8/28/2021 |  |  |

Florida SouthWestern State College ASN Program  
COVID-19 Clinical and Simulation  
Acknowledgement Form –Fall 2021

Because of the ongoing COVID-19 Pandemic, it may be necessary for nursing students to travel outside of their campus area to complete clinical and/or simulation experiences if experiences are not available at local clinical sites. The clinical hours, if available, will be completed at facilities associated with Florida SouthWestern State College in Collier, Lee, and/or Charlotte counties. Students will be responsible for following FSW program and clinical site policies for any assigned clinical experiences. When, due to the pandemic, clinical experiences are not available, students may be required to travel to other campuses for simulation experiences that will replace clinical hours. Because the situation with the COVID-19 pandemic is constantly changing, it may be necessary to make alterations in clinical/simulation schedules throughout the semester.

Healthcare facilities that provide nursing students with clinical experiences may decide at any time to require COVID 19 vaccinations. When this occurs, nursing students will not be able to attend planned clinical days to that facility without first uploading proof of proper COVID 19 vaccinations to Castlebranch. Because of this, nursing students who have not received COVID 19 vaccines may have difficulty obtaining the clinical experiences required to pass a clinical course.

Nursing students are not able to transfer to another campus to avoid missing days related to vaccine requirements. Students also cannot complete missed clinical time in simulation or vSim if there are clinical opportunities available. The decision to require COVID 19 vaccines is determined by clinical sites, not FSW. We are required to abide by their policies.

I have read the above statements and understand that due to potential necessary changes in clinical schedules during the semester, I need to be available to attend all clinical and simulation days, relating to my clinical course.

Student Printed Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_