

MEETING MINUTES

Meeting/Project Name:		ASN Leadership Meeting	
Date of Meeting:		Thursday, Aug 27, 2021	Time: 12:00 – 2:20 pm
Minutes Prepared By:		June Davis	Location: Zoom
1. Meeting Objective			
ASN Program Issues			
2. Attendees			
Prof. June Davis, Prof. Judy Sweeney, Ms. Sarah Gingrich, Ms Jennifer Washburn, Dr. Patricia Voelpel, Dr. Angela Vitale			
3. Agenda and Notes, Decisions, Issues			
Topic	Discussion		
COVID 19 Student Acknowledgement form	<ul style="list-style-type: none"> • Dr. Norman has requested that we place this document on hold for now. He is concerned about issues that may arise due to it. 		
Students Stepping Out	<ul style="list-style-type: none"> • Ms. Gingrich presented a list of students who have requested to step out of the program. These requests are related to the COVID 19 pandemic, some of them related to the fact that Naples Community Hospital is now requiring vaccines. Two students have already stepped out from level 2 • Need for a stepping out policy discussed to include in our P&P manual <ul style="list-style-type: none"> ○ Stepping out will be approved for 1 semester. Requests for a second semester will be reviewed case by case keeping in mind that a college policy states that students who have not taken courses in three semesters will need to reapply ○ Any nursing 1 students who “step out” will be told a spot will be held for them for the following semester only and they will need to notify the nursing department before incoming students have been selected if they are returning. If they chose not to return the following semester they will need to reapply in order to return. • Dr. Vitale will type up wording for this policy and share it with this leadership group for approval prior to sharing it with ASN faculty for approval 		
COVID issues with clinical placements	<ul style="list-style-type: none"> • Discussion held regarding Fawcett hospitals request to allow nursing students to care for patients with COVID. The hospital has made this request because they notice new grads who are fearful of going into isolation rooms because they have not been allowed at all since the pandemic began • All agree that it will be good experiences to allow Level 3 and 4 students to care for patients with COVID when hospitals allow them to, but not Level 1 or 2 students. Concerns were raised because this will involve only students who are vaccinated; how will this affect clinical groups. Currently Fawcett hospital requires the clinical instructor to be present on the floor where there are students. If vaccinated students in a group will be on the COVID unit and unvaccinated students will be on another unit, this may require them to be on different floors of the hospital. • Discussion held whether or not students can refuse to care for patients with COVID. It was agreed that this is considered their assignment and they will not be able to refuse it. 		

	<ul style="list-style-type: none"> • Clinical instructors will also need to be vaccinated • Prof. Sweeney will discuss this further with Ms. Lisa Cicconi and clarify with Fawcett where students will be placed and how that will work with one clinical instructor • Recent email received from Naples Community hospital stating that they may allow exemptions for students regarding the COVID 19 vaccine. Students will need to complete the form and the hospital will review and determine if the exemption is allowed. Ms. Kellee Ratliffe on the Collier campus has the forms. Dr. Voelpel will place an announcement on the Collier Colloquium to notify students
Gen Ed and CIVIC requirement curriculum changes	<ul style="list-style-type: none"> • Prof. Davis was told by Dr. Sheila Seelau that the wording for the required changes to the humanities and math for AS degrees has not been finalized by the state of Florida yet. She suggests that programs prepare their curriculum submissions but not submit them until the final wording is released. • Dr. Vitale and Ms. Gingrich will meet on Monday to draft changes for approval by leadership that will be taken to the ASN Sept meeting for approval
Levels/semesters/Nursing	<ul style="list-style-type: none"> • Prof. Davis asked if all were happy with the use of "Nursing 1" in place of level 1 for the new curriculum? This wording differentiates the new curriculum from the old. • All stated that they like the use of Nursing 1, 2, 3, 4 for the new curriculum
ASN Sept meeting agenda	<ul style="list-style-type: none"> • Agenda items for the Sept 10th ASN meeting were discussed • Dr. Vitale is responsible this year 2021-2022 for the ASN meeting agendas
Student Handbook	<ul style="list-style-type: none"> • Revisions to the ASN policy & procedure manual for 2021-2022 include a breast-feeding policy to align with FSWs policy, the Stepping out policy discussed above, and wording regarding recording of classes (discussed in our 8/19/21 meeting) • The revised manual will be presented to leadership next week, then to all ASN faculty for approval by next Friday 9/3/21
Spring 2021 schedule	<ul style="list-style-type: none"> • Prof. Sweeney, Dr. Vitale, and Dr. Ortiz will meet and draw up a draft schedule for all three campuses • Ms. Washburn stated that after Oct 23rd NO changes to modalities will be allowed <p>ADDENDUM TO MEETING MINUTES WITH ADDITIONAL INFORMATION</p> <ul style="list-style-type: none"> • October 10th – schedule closes. After that Ms. Washburn is unable to make changes, any changes will need to be made by the master scheduler. Dr. Voelpel urges that we get in as much as we can prior to Oct 10th. • October 23rd – still final deadline for all changes • October 26th – Priority registration begins
Leadership meeting schedule	<ul style="list-style-type: none"> • Agreed that for now we need to meet weekly • Leadership meetings will be held every Wed from 1-3pm on zoom. Prof. Davis will set up the meetings • Ms. Gingrich is not able to attend the meeting next week

Future meetings	<ul style="list-style-type: none"> • Sept 1, 2021, 1-3pm • Sept 8, 2021, 1-3pm • Sept 15, 2021, 1-3pm
-----------------	--

Meeting Adjourned	4:30 pm
--------------------------	---------



Approval Signature of Program Chair	Date		
<i>Jane Davis</i>	9/3/2021		