

<b>ASN Faculty and Staff Meeting Minutes</b>	
Meeting Date	Friday, September 10, 2021 9:00AM –11:00AM Zoom
Facilitator	Angela Vitale
Minutes	Wendy Morris
Attendance (Chat sign-in)	Kathy Blades, Lorraine Canty, Carrie Carty, Janice Cousino, June Davis, Debra Ebaugh, Mariel Espinal, Sarah Gingrich, Julissa Gonzalez, Jenneine Lambert, Gale Lewis Jacobs, David Logan, Angela Marchionni, Colleen Moore, Kelly Murphy, Sandra Oestrike, Jennifer Ortiz, Margaret Pearce, Kellee Ratliffe, Nora Stadelmann, Judy Sweeney, Angela Vitale, Patty Voelpel, Jennifer Washburn, Debra Weeks, Arlene Williams, Sara Harris, Judi Orr, Jan Richard, Cristina Sandu and Kathleen Tenreiro.
Excused /Absent	Lisa Cicconi
Agenda Item	Discussion
Call to Order	A Vitale called the meeting to order and began recording at 9:00am.
Minutes from 4/9/2021 Review and Approve	<ul style="list-style-type: none"> <li>➤ K Blades made a motion to approve the minutes from the 4/9/2021 meeting and D Ebaugh seconded the motion. No changes made; all were in favor and the motion passed.</li> </ul>
Campus Updates	<p>J Sweeney stated Bayfront Health is now requiring the students either be vaccinated against Covid-19 or submit a negative test every two weeks. The documentation will be uploaded to Castle Branch and the students will share their access with Bayfront Health Administrator. Thanked Faculty for stepping in to assist with classes and Bayfront changes. Judy is working on the spring schedule for Charlotte which is due in a few weeks.</p> <p>J Ortiz – Collier courses are running well; just found out Physicians Regional is only allowing 6 students on the floor a one time so she is working with Clinical Associates to figure that out. Since NCH is requiring Covid-19 vaccinations she feels 98% of the fundamental students have the vaccine. A new office assistant has been hired who will also be helping out in the Simulation Lab.</p> <p>A Vitale has been working with Simulation; there is a new communication system for requesting supplies so they will be meeting shortly to work out any glitches. Lee health has been communicating with FSW to make sure all of our students have placement for their clinical. Lee will begin fit-testing the nursing</p>

	<p>students with N-95 masks so they can go into other areas within the hospitals. Classes seem to be going well.</p>
<p>Admission Updates</p>	<p>S Gingrich sent out the Fall 2021 Admission Profile yesterday, contact her if you have any questions. Spring 2022 admission deadline is September 15<sup>th</sup>, so far we have 375 applicants.</p>
<p><b>Old Business:</b></p>	
<p>A. HESI Exam Breakdown Results</p> <p>B. Clinical Updates-Covid 19 Related</p> <p>C. Test Review Guidelines</p> <p>D. New Curriculum Roll Out</p> <p>E. Curriculum Changes</p>	<ul style="list-style-type: none"> <li>• P Voelpel shared the results of the HESI grading system poll. 14 Faculty responded positively. One noted comment was concern about the volume of exams the students will be having to take in a short period of time, should they need to retake the HESI. During finals week students are expected to study and take multiple exams collegewide. P Voelpel reviewed the HESI Grading Policy.       <ul style="list-style-type: none"> <li>➤ D Ebaugh made a motion to accept the HESI grading policy as presented , K Blades seconded the motion. All were in favor and the motion passed.</li> </ul> </li>   <li>• See Program Coordinator campus updates above in reference to Clinical and Covid-19 updates.</li>   <li>• J Lambert explained previously verbally agreed upon test reviews guidelines; do not give any with cumulative materials and sample test questions; the class lecture is the review. Faculty shared what they do in each level; study guide with objectives from the book, cahoots'-but not with exam questions, review of systems covered... D Ebaugh suggested each level have a standardized review sheet. P Voelpel suggested tabling this topic until next month. C Carty, J Lambert and A Marchionni will meet and review what campus Faculty handout to students and present findings at the next meeting.</li>   <li>• J Sweeney reviewed the new curriculum roll out and explained they will be making some changes in Nursing I; there is too much repetitive content. In spring 2022 Nursing II will be rolling out – J Cousino and D Logan are developing this course using the same format as Nursing I. Nursing III and IV should also have the same layout/format as well. D Ebaugh is working on the Mental Health course and they are ready to start adding content to a development shell. J Sweeney explained each C course now has 1 syllabus and 1 canvas course which covers the didactic, Lab and clinical portions of the course. The didactic Faculty creates the syllabus/canvas course and adds the other instructor names to it.</li>   <li>• P Voelpel took a moment to thank Faculty for the dedication</li> </ul>

	<p>and enthusiasm all have shown when developing the new curriculum. As students graduate she would like them to feel we were consistent, organized and delivered a good product.</p> <ul style="list-style-type: none"> <li>• J Lambert wanted clarification on how the C course clinical/lab hours would be scheduled in the future. Each campus coordinator, clinical coordinator and faculty will work together for scheduling based on site availability. J Lambert would like to see in the future a Test A and Test B version so they could give an alternate exam to the Day and E/W students. This can be addressed over time as data and statistics are collected.</li> <li>• J Davis reviewed the curriculum changes to NUR2092 syllabus - removing wording having to do with drug dosage calculation. The drug dosage is also being removed from NUR2144. The changes to NUR1020C will be to add verbiage concerning drug dosage calculations. NUR1050C will also have the added drug dosage calculations wording.             <ul style="list-style-type: none"> <li>➤ J Sweeney made a motion to accept the 2 Pharmacology Syllabi with revisions as written and the Fundamentals I and II Syllabi with the amended changes, K Blades seconded the motion. All were in favor and the motion passed.</li> </ul> <p>J Davis will present the proposed changes at the next curriculum committee meeting.</p> </li> </ul>
<p><b>New Business:</b></p>	
<ul style="list-style-type: none"> <li>A. Location Meeting Minutes-Share Drive/Document Manager</li> <li>B. Academic Excellence Awards</li> <li>C. Student Covid-19 Process</li> <li>D. Simulation</li> <li>E. Open Forum</li> </ul>	<ul style="list-style-type: none"> <li>• J Davis will address the meeting minutes location at the afternoon FTFSC meeting.</li> <li>• J Lambert discussed basing the academic excellence award on all four semester nursing courses instead of the 3 semesters used for the previous pinning award.</li> <li>• S Gingrich explained FSW and other colleges and universities awarded academic achievement based on coursework completed up to a specific time before final semester grades are submitted. Nursing will continue using the 3-semester completion GPA.</li> <li>• J Lambert would like Faculty to consider keeping the Nightingale award as part of the ceremony whether or not there is a monetary sponsor. A Vitale will put the pinning award discussion on next month's agenda.</li> <li>• P Voelpel reminded Faculty of the Provost's discussion reference Covid-19 cases in the classroom. If two or more students test positive in the same CRN/course within 10</li> </ul>

	<p>days, that course will be held on-line for 10 days or if/when there is an “all clear” should additional positive cases be reported. The contact tracing committee will send emails to Faculty updating them on student status. If the student is out just the 10 days proceed as usual; students should be able to make up any class/lab/clinical time lost. If you receive a letter extending the students “out due to covid illness” an additional 10 days, please contact P Voelpel. There are serious concerns whether the student will be able to make up all of the coursework, lab and clinical hours and be successful. P Voelpel may be able to work with the student and the Provost office about requesting a “late drop”.</p> <ul style="list-style-type: none"> <li>• P Voelpel will send an email out to the Faculty with the process to follow.</li> <li>• P Voelpel reminded all to report on the college’s website if you have been exposed or tested positive for Covid-19.</li> <li>• A Vitale indicated it has been noted that there is a huge discrepancy on how Simulations are performed on the campuses at all levels. T Mann will be sending Faculty a Training Module put out by the National League of Nursing. Please complete the training by the end of the semester or before January 4<sup>th</sup>. T Mann is the Director of Simulation and is working to have FSW nationally certified as a Simulation Center. Part of the certification process will be learning who is running the simulations and how they were trained.</li> <li>• D Weeks suggested time towards the end of the ASN meetings be saved for other topics so Faculty may raise any concerns or share items of information with the group.</li> <li>• P Voelpel will add towels and face cloths to the weekly ALSCO linen order for all campuses.</li> <li>• Faculty should request all supplies through their campus clinical coordinator. When requesting supplies, indicate if the items are for the Sim Lab or for Practicum as the items come from different budgets.</li> </ul>
<p><b>Adjournment</b></p>	<ul style="list-style-type: none"> <li>• The zoom meeting was adjourned at 11:08 am.</li> </ul>
<p><b>Future Meeting</b></p>	<ul style="list-style-type: none"> <li>• October 8, 2021 ZOOM 9:00am – 11:00am</li> </ul>