

| 2020-2021 RN to BSN PROGRAM MEETING MINUTES |  |
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| Nursing Programs                            |  |
| <b>Meeting Date:</b>                        | 01-08-2021   |
| <b>Facilitator:</b>                         | B. Holbrook, Program Director  |
| <b>Participants:</b>                        | June Davis, Chair Nursing, Marti Jenner, Susan Torres, Margaret Kruger, Shawn Steiner, Dr. Marsha Weiner, Dr. Julianne Settanni, Dr. Terrence Hays |

| Agenda Item                                   | Accreditation Standard | Discussion  | Action Due Date | Responsible Party   |
|---|------------------------|---|-----------------|---------------------|
| <b>Old Business</b>                           |                        | 12/11/20 RN to BSN Meeting Minutes approved. Motion made by Dr. J. Settanni to approve; Seconded by M. Kruger; unanimous approval.  | N/A             | N/A                 |
| <b>ACEN Standards</b>                         | <b>Substandard</b>     |   |                 |                     |
| <b>1. Mission and Administrative Capacity</b> |                        | A. A.D. – Director of Adaptive Services to guest speak in FTF&S meeting at 2:30 including issue of AS pregnant students requesting to attend clinical rotation in Sim lab. Students need to attend clinical rotations & skills classes.<br><br>B. Sigma TT Update – expecting to obtain name of FSW Chapter and which officer will assist Board to induction. | 01/08/21        | FTF&S guest speaker |

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|             |                        | <p>M. Jenner said she has student grade list and we should have over 120 qualifying RN to BSN students. Interested Nursing Faculty can be inducted as Community Leaders into FSW STT. Student must have completed 5 out of 9 classes.</p> <p>C. Dr. M. Weiner has been selected as a ACEN Peer Evaluator. Dr. Weiner has been selected for her first two assignments, one college applying for continuing accreditation and one continued</p> <p>D. ACEN Policy 29; moved location of office; address changed and must be listed on webpage, catalog, or any advertisement only as ACEN authors. Job placement can only be advertised if verified by external 3<sup>rd</sup> party; does not include student self-reporting or employer</p> <p>E. June Davis, Chair – Reminder to do attendance verification by deadline.</p> | <p>1/12/2020<br/>Catalog change</p> <p>1/14/2021</p> | <p>June Davis,<br/>Chair</p> <p>All Faculty</p> |

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|                             |                        |  |                    |  |
| <b>2. Faculty and Staff</b> |                        | <p>A. Dr. Sarah McGregor introduction, new Adjunct for NUR 3805; Mentored by Dr. M. Weiner. Taught Level 3 for AS Program and clinical course.</p> <p>B. Presentation by Standard 2 Lead – Dr. M. Weiner</p> |                    |  |
| <b>3. Students</b>          |                        | <p>A. Student Petitions</p> <p>1. SR female – Death in family; workload due to Covid clients at hospital. Petition to continue in RN to BSN Program and take last 3 classes needed to graduate;</p>          | Next business day. | D. Holbrook to send approval of petition letter by |

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|                             |                        | <p>student sent funeral notice. Petition approved.</p> <p>2. SR male – 2 W's. Student petition to continue in program. Reason for W grade: student workload as nurse, moving out of town; family issues. Petition approved.</p> <p>B. Previous course time-limit – collective survey info from other FL state colleges to length of time nursing classes are accepted on transfer.</p> <p>C. RN to BSN Dec. 2020 Graduation – Students in a catalog prior to Fall 2020 had a graduation audit searching for NUR 4827C 4 cr and NUR 4955 1 cr. We had to have a catalog change to Dec. 2020 catalog for students to be eligible to graduate with a NUR 4827C 5 cr course. All students were changed to Fall 2020 catalog with the help of Registrar, Vice Provost and Provost. For Spring 2021 graduation, signed catalog change forms must be collected on all RN to BSN students graduating.</p> | <p>2/12/21</p> <p>Current Term</p> | <p>email.</p> <p>BHolbrook</p> <p>Dr. T. Hays</p> |
| <p><b>4. Curriculum</b></p> |                        | <p>A. Syllapoloosa – M. Kruger: The evaluate competency is specifically for math and science. Add course competence to the spreadsheet Margaret and return. Will be added to</p>  | <p>2/12/21</p>                     | <p>M. Kruger / C. Moore</p>                       |

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|                         |                        | <p>February 12 meeting. Colleen Moore is Nursing Coordinator.</p> <p>B. NUR 4636C Community Health Nursing – Presentation by M. Jenner. M Jenner presented overview of NUR 4636C revisions based on collaboration with M. Kruger and S. Steiner. The revision included revised Windshield survey/ community data project, discussions revised to include COVID information, occupational health and parish nursing roles, and epidemiology content congruent with data project within the schedule. The Draft AAC Essentials were also presented with EPSLOs and NUR 4636C outcomes aligned.</p> | Informational                           | M. Jenner   |
| <b>5. Resources</b>     |                        | M. Kruger and S. Steiner want portable computer exchanged for permanent desktop computer. Order has been sent to IT.   | IT requisition done                     | BHolbrook will act as contact for IT in this matter |
| <b>6. Outcomes</b>      |                        | RN to BSN post grad survey for Aug. 20 graduates to be sent Feb. 15 for first round. B. Holbrook collected and documented non-FSW emails and forwarded to Dr. van  | Student emails sent for emailing survey | C. Holbrook   |
| <b>Program Outcomes</b> |                        | No business at this time   |   |   |

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|--------------------|------------------------|------------|-----------------|-------------------|
| Other Business     |                        |            |                 |                   |
| Meeting Adjourned: |                        |            |                 |                   |