

2020-2021 RN to BSN PROGRAM MEETING MINUTES	
Nursing Programs	
Meeting Date:	3-12-21
Facilitator:	B. Holbrook, Program Director
Participants:	J. Davis, Nursing Chair; Dr. T. Hays, Advisor; Excused Dr. P. Voelpel, Assoc. Dean Faculty: M. Jenner, S. Torres, M. Kruger, S. Steiner, Dr. M. Weiner, Dr. J. Settanni
Zoom link to meeting	https://fsw.zoom.us/rec/share/eZ8AKPBnM10Dnu2Z2bssumMM5yG-4nbSTUM8KqvNINe9Mh-p-2RarFdvUoapuHKx.JJCh5tj0BmgDdl0 Passcode: s.8mzb&&

Agenda Item	Accreditation Standard	Discussion	Action Due Date	Responsible Party
Old Business Approve minutes from 1-8-21 & 2-12-21	I	A. Meeting minutes from 1-8-21 J. Settanni moved to accept minutes as written, seconded by M. Kruger, unanimously approved; Meeting minutes from 2-12-21 moved to accept minutes as written by S. Torres, seconded by Dr. M. Weiner, unanimously approved.	None	None
ACEN Standards	Lead Faculty			

<p>1. Mission and 1. Administrative Capacity</p> <p>B. Associate Dean message – tabled</p> <p>C. Sigma update</p>	<p>B. Holbrook - acting</p>	<p>D. Associate Dean – tabled</p> <p>E. Sigma Update – S. Torres, President report: AAP first induction ceremony to be held on April 20, 2021 a 4pm. Room will be set up the day before in FSW Room ---- on the Lee Campus with limited Board Members, College Administrators, and inductees present and others joining by Zoom. IT has been scheduled to be present. Dr. Weiner suggested offering a Sigma logo gift to the IT staff as a thank you. B. Holbrook offered a \$25.00 FSW Bookstore gift card. S. Torres suggested having board members have a corsage. M. Jenner states 5 of 110 student invites have accepted with 8 Sigma members transferring. M. Jenner invited all FSW Nursing Faculty to transfer or become members. S. Torres will purchase cords for inductees.</p>	<p>B. None</p> <p>C. 4/20/21</p>	<p>A. None</p> <p>Sigma Board members, inductees & transfer members</p>
<p>2. Faculty and Staff</p> <p>A. Nursing Chair</p> <p>B. ACEN Peer Site Visit pearls of wisdom</p> <p>C. Task list for RN to BSN Faculty</p>	<p>Dr. M. Weiner</p>	<p>A. Nursing Chair – J. Davis: Reminder that compliance training is due as quickly as possible, was due Mar. 1, list was sent by Dr. Voelpel.</p> <p>B. ACEN Peer Evaluator Dr. M. Weiner report from Mar. 1-4 peer review experience. Was with an ASN Program at a Community College located in a tourist area. Standard 2 & 3 – has suggested we start now and placing artifacts needed in an organized place. B. Holbrook reminded everyone that a file is in place on the Share Drive under</p>	<p>A. Mar 26, 2021</p> <p>B. N/A</p>	<p>Those not in compliance.</p> <p>B. N/A</p>

		<p>Department of Nursing that items can be placed in now. Meeting notes should be organized to easily identify standards and action taken. Suggested that AS Program start to capture outcomes – such as completion suggestion. B. Holbrook reminded everyone that he worked with E. Shields to catch up measurements of EOPSLO and Program outcomes for AS Program form. B. Holbrook had sent J. Davis a list of all AS meeting notes he found and transferred to the Document Manager under School of Health Profession, Nursing. Dr. Weiner suggested for AS Curriculum to write a brief history of AS Curriculum approved changes for Fall 2021. Dr. Weiner suggested updating the master ACEN file annually. She felt the most important document was the SPE (Systematic Plan of Evaluation) and Standard 6 Outcomes. Dr. M. Weiner offer to provide J. Davis with help.</p> <p>C. RN-to-BSN Task list – B. Holbrook reviewed a task list of items (2021-03-12 Handout One: RN-to-BSN Task List 2021 – after reviewing 2020-21 meeting notes of times we agreed we need to accomplish. We will offer some Workshops this Summer on these tasks. Only Dr. Settanni & Dr. Weiner who are on the flex schedule and working summer are required to attend; all faculty will be invited however and those that would like to</p>	<p>C. end of summer term</p>	<p>C. Faculty & Staff.</p>
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		<p>participate may volunteer to do so. Tasks included by are not limited to:</p> <p>a) syllabi review for spelling, grammar, clarity and APA format; b) updated syllabi for 2021-22 need to be turned into J. Davis; c) schedule a course debriefing meeting with all faculty teaching a section of a course within a week of course ending and documenting, scheduled by lead faculty, and documenting minutes turned into Program Director; d) major course changes will need to be presented at RN-to-BSN meetings and approved by faculty prior to implementing e) evaluate if all courses over summer term should be full term course rather than mini A and mini B f) revise RN-to-BSN faculty orientation manual and orientation check list for mentors to use to document orientation while mentoring new faculty as well as use FSW general faculty mentoring forms i) develop bio on each RN to BSN Faculty that can be posted on the Colloquium and in the Canvas course k) B. Holbrook shared a 2nd hand report of another faculty seeing an FSW Facebook group of current and past AS & RN-to-BSN students that said, “AS student should not choose the FSW RN-to-BSN Program if they had any self-respect due faculty not treating students well, not listening to students seeking help or exceptions” and other disparaging remarks.</p>		
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<p>3. Students</p> <p>A. Student petition(s)</p> <p>B. Length of time for accepting NUR RN-to-BSN course counting towards BSN degree</p> <p>C. Advisor Report</p>	<p>S. Steiner / Dr. T. Hays</p>	<p>A. Student petition – Dr. T. Hays KM withdrew from NUR 3805 Su 2020; NUR 3145 & NUR 3870 F 2020; petition letter read. Approval granted for student to continue in RN-to-BSN Program. Program Director to let student know:</p> <ul style="list-style-type: none"> a. The quality of student work was adequate but not doing assignments on time or at all was the issue and this needs to be corrected. b. Repeating a course means all assignments topics need to be different that when student attempted the course the first time. <p>B. Tabling Length of time accepting nursing courses towards degree – tabled until future need to evaluate.</p> <p>C. Advisor Report – Dr. T. Hays - For Summer 2021 we have had 48 applications with 17 students admitted so far compared to last Summer when we had 100 applicants and 55 were admitted. Spring 42 early alerts were submitted. 17 students have withdraws or failed courses. Getting Level 4 students asking to be approved to take course over the summer after graduation. Dr. M. Weiner is sending an article about RN students being exhausted in the current pandemic. Link;</p>		

		<p><i>received tuition reimbursement from employers who took a pre-admit RN to BSN</i></p> <p>I was proposing this because: a) RN-to-BSN program is graduating 60 students in Spring; b) RN to BSN students have been slowing down their advising plans and I predict more than usual would not be taking classes this summer to refresh themselves; c) RN-to-BSN is below last summer's admission numbers; d) we did a similar "pilot invite" last summer with AS graduates who had not taken the NCLEX yet to evaluate their success with select RN-to-BSN courses; and e) average admission for Summer has been approx. 20 students prior to COVID 19 pandemic.</p> <p>First look at predicting student census numbers will only generate the below number of sections if everyone RN-to-BSN student registered for classes; which is doubtful and this is not including students who would be admitted for summer which would only increase sections of Prof. Roles and Informatics.</p> <p><i>Professional Roles – 1 section</i></p> <p><i>Informatics – 1 section</i></p> <p><i>Patho – 1 section</i></p>		
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		<p><i>Pharm – 2 sections</i></p> <p><i>Advanced Health Assessment – 1 section</i></p> <p><i>Multicultural Nursing – 1 section</i></p> <p><i>Nursing Research – 1 section</i></p> <p><i>Community Health – 2 sections</i></p> <p><i>Leadership – 2 sections</i></p> <p>B. Holbrook & Dr. T. Hays will continue to evaluate this and report back to faculty with updated numbers.</p>		
<p>4. Curriculum</p> <p>A. Syllapooza align course outcomes</p> <p>B. Report from subcommittee on curriculum change to RN-to-BSN admission and dual degree major code.</p> <p>C. Essentials for</p>	<p>M. Jenner</p>	<p>A. Syllapooza – still going and is under College Curriculum Committee (CCC) prior. Dr. M. Weiner asked if we needed to align student learning outcomes in syllabi, M. Kruger replied yes. J. Davis stated according to Sheila from CCC that we should separate proposal for each syllabi if the outcomes are different for each course. Continue to put on agenda each month.</p> <p>B. M. Weiner – committee met; first students who meet the requirement have to be coded differently. Do we need to notify the FL DOE for approval for FSW to offer this track? Registrar</p>		

<p>Baccalaureate Nursing Programs final draft</p> <p>D. Syllabi update for area I-V that needs correcting – can submit to college Curriculum Committee in Sept 2021 and make change retroactively for Fall 2021 start.</p> <p>E. NUR 4827C Leadership in Nursing Practice Practicum Placement – Summer & Fall 2021</p> <p>F. Curriculum Review – NUR 3870 Informatics, NUR 3655 & NUR 4827C Leadership</p>		<p>needs to give these students a specific code for this pathway to BSN for students to track. ACEN needs to be notified before pathway begins. Will provide meeting notes.</p> <p>C. B. Holbrook will send final draft of the Essentials of Baccalaureate Education to all faculty by email. Dr. Voelpel was given the final draft at a conference she attended.</p> <p>D. Syllabi changes do not have to be approved prior to fall. They can be submitted for approval at the curriculum meeting in Fall and ask that they be approved retroactively to beginning of Fall. All of this per Dr. McClinton via email. Upper portion of syllabi if there are areas that are incorrect. The syllabus states: <i>“This course is available to students as an online course and a face-to-face-format that is web-enhanced, requiring students to complete classroom and specific web-based assignments and activities.”</i> This is what needs to be removed if approved by faculty.</p> <p>E. Leadership in Nursing Practice Practicum experience. S. Torres feels the activities in CoursePoint are better than the practicum experience. S. Torres asked could we evaluate if the practicum portion of NUR 4827C could be better fulfilled by the CoursePoint modules.</p> <p>Dr. M. Weiner said she would review the information ACEN presents to peer evaluator to see what constitutes a clinical</p>		
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<p>G. ACEN Standard 4 Review – tabled until April</p>		<p>experience because programs have to have a clinical component. ACEN does not stipulate how many courses with clinical hours nor how many actual clinical hours are needed. Our program needs to document what are the clinical experiences and what our clinical hours are. S. Torres -Perhaps they can interview nurse leaders on topics. M. Kruger- a recent presentation from the authors of the “white papers” discuss what should be count as clinical experiences. Dr. M Weiner added we just needed document how much time for each exercise. M. Jenner talked about how this may save the college for needing clinical contracts with agencies. B. Holbrook will put a notice on the Colloquium for RN to BSN students to know they will not need to find a mentor for Summer or Fall. At this point we will consider Spring 2022 when we would decide if students need a mentor or if a different experience would be possible.</p> <p>Dr. Weiner commented perhaps if faculty have a multistate license, they would be qualified to evaluate students who were out-of-state and practicing in compact states. This is only a possibility that will need further research. B. Holbrook added that we had students who were out of state</p> <p>F.&G). Presentations on NUR 3655 & NUR 3870 and review of Standard 5 be tabled until next meeting.</p>		
<p>5. Resources</p>	<p>B. Holbrook -</p>	<p>Nursing Program due to budget constraints we were not able to renew the NLN membership for this year. Faculty would need to</p>		

	acting	let Dr. Voelpel know if Faculty believe NLN should be renewed. Nurse Tim was dropped earlier in the year since faculty were not using it.		
6. Outcomes	M. Kruger / S. Torres	Department of Institutional Research, Assessment and Effectiveness has the RN-to-BSN Spring 2020 graduate survey underway – running behind due to SACSCOC self – study report due for college.		
Student Learning Outcomes				
Program Outcomes				
Meeting Adjourned: 1345				