

**2020-2021 RN to BSN PROGRAM MEETING MINUTES**

**Nursing Programs**

<b>2020-2021 RN to BSN PROGRAM MEETING MINUTES</b>	
<b>Nursing Programs</b>	
<b>10-8-</b>	<b>10-8-21</b>
<b>Facilitator:</b>	B. Holbrook
<b>Participants:</b>	<ul style="list-style-type: none"> <li>• <b>Faculty: M. Jenner; S. Steiner; Dr. M. Weiner; Dr. J. Settanni; G. Deane</b></li> <li>• <b>Staff &amp; Leadership: Dr. P. Voelpel, Assoc. Dean; J. Davis, Chair, B. Holbrook, Prog. Director. Dr. T. Hays, Advisor, Mary Louise Mondello Administrative RN-to-BS Administrative Assistant</b></li> </ul>

Agenda Item			
<b>Call to Order – 10:00</b>  <b>Approval of Minutes:</b>  Review Minutes from: 3/12/2021; 3/26/2021; 4/9/2021;4/16/2021; 05/28/21; 6/18//2021; 8/13/2021; 8/20/2021; 8/27/2021; 8/31/2021; 9/10/21	Past Minutes review	Minutes were reviewed see below:  3/12/2021 – with edits were approved  3/26/2021 – with edits were approved  4/9/2021 – approved  4/16/2021 - approved  5/28/2021 – approved  6/18/2021 – approved  8/13/2021 – approved	

Agenda Item				
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
		8/20/2021 – approved 8/27/2021 – faculty wants to see future plan of student – with edits - approved 8/31/2021 – approved 9/10/2021 – edited - approved  ---- Made motion to approve minutes, ----- seconded motion. Motion was approved.		
1. Mission and Administrative Capacity				
A. SPE update as-we-go for this Academic Year	A Dr. M Weiner	A . Will be discussed at a later date		
2. Faculty and Staff				
A. RN-to-BSN Faculty Coach	A B Holbrook	A. Discussion for the Faculty Coach as follows: Masters in Nursing or higher; 2 years or more		

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B. ACEN Standard 2 review – (Reschedule)	B. B Holbrook/Dr. Settanni	<p>experience as a registered nurse; Knows how to teach for an online program; person would work the summer term; If done by one of the faculty they would receive overload if off duty for the term; the person would to have office hours on campus for student availability; must [MW1] know the course; goal for start time spring term; person should have some background at FSW and the resources that it offers; Dr. J. Settanni is going to make up a Google doc and send to the faculty edit and revise; Deadline set for October 31th have everything done</p> <p>B. Will be rescheduled due to lack of time.</p>		
<p>3. Students</p> <p>A. Edits for Student Nurse Handbook?</p> <p>B. Storing RN-to-BSN Forms in Advising Folder on Share Drive / Saving students on Orientation site once checked</p>	<p>A B Holbrook</p> <p>B B Holbrook</p>	<p>A. Student Nurse Handbook was rescheduled due to lack of time</p> <p>B. M. Mondello is going through all of the students and making sure they went through orientation. Then putting on under the advising plan their signed paperwork. Marsha Weiner is going to share</p>		

Agenda Item				
C. Advisor Report	C Dr. T Hays	where to put orientation paper with M. Mondello  C. 33 Applications so far for spring and 17 admitted per Dr. T Hays		
4. Curriculum A. Textbook – Follett Access	A G Deane	A. The two textbooks investigated for Follett Access are Professional Roles and Informatics; only E-books are available; students can opt out of Follett Access; method of purchase is not a great saving for students only \$3-\$4; some students rent their books; Faculty not in favor of using Follett Access for textbooks.	No further action	
B. RN-to-BSN Curriculum Committee Update	B M Jenner	B. Will provide update next meeting	Nov 12, 2021	
C. Leadership in Nursing Practice Experience Spring / Summer	C Leadership	C Spring and summer of 2022 – pleased with Course point –continue with the virtual practice	Spring &	Faculty for

Agenda Item				
D. Discontinue RN-to-BSN from old curriculum	Faculty  D Dr. M. Weiner	<p>experience for spring and summer since traveling students may not be able to be permitted to mentor at clinical sites out of state.</p> <p>D. Deleting 2016 courses – courses are deleted after 5 years if not used. Some of the courses have been combined that is why they are not being used. Deleted courses can be brought back. Was decided to delete the courses that were not being used.</p>	<p>Summer 2022</p> <p>FSW curriculum Committee deadline</p>	<p>Leadership in Nursing</p> <p>Dr. M. Weiner / J. Davis</p>
E. Proposed Curriculum changes a. RN-to-BSN admission criteria catalog change	E Dr. M. Weiner / M. Jenner	<p>E. Can do Curriculum changes by January 2022[MW2]</p> <p>a. Discussed catalog changes allowing admission policy to accept students who have not completed gen ed courses required for a BSN degree. Faculty suggested prepare the student ahead of time during admission to ASN for classes that are needed for RN-to-BSN admission. They need to know general education requirements while in the</p>	<p>No changes for Admission policy</p>	

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b. Dual track ASN / RN-to-BSN		<p>ASN program so they can be admitted after graduating from ASN Program into the RN-to-BSN<sup>[MW3]</sup> Program. ASN Students need to get an advising sheet showing them all courses needed to go through the ASN and RN-to-BSN program; Mr. Holbrook stated the all-in-one advising plan already exists. Faculty discussed the lack of preparedness students have for writing in RN-to-BSN courses and since it would be difficult to determine which of the gen ed courses would need to be completed before admission to RN-to-BSN admission, student would need to complete all gen eds. Faculty felt no change need to be made in RN-to-BSN admission policy for Fall 2022.</p> <p>b. It was discussed to hold off of the dual track and not institute in Fall 2022 so more investigation can be done on dual track</p>	Not for planned for Fall 2022 catalog	
5. Resources A. Online Course Design	A G Deane			

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B. All RN-to-BSN Textbooks have been sent to e-Reserves	B H Goodwin	A.[MW4] Postponed to next meeting; lack of time.  B. A copy of all RN-to-BSN textbooks are now available in the reference library and can be checked out for 3-hour block online.	Informational	
6. Outcomes  A. Post Graduate Surveys for May 2021 grad will be sent Oct. 11 with F/U 10/19, 10/27, 11/4, 11/12	A B Holbrook	Our goal is 35% to 45%	Nov 12, 2021	B Holbrook
<b>Other Business</b>				
<b>Meeting Adjourned:</b>				