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**MEETING: SoHP Meeting Program Directors and Department Chairs**

December 7th, 2021 2:00 -3:00pm,

 Zoom Meeting: <https://fsw.zoom.us/j/84254222048?pwd=WjVpc1VDVGtHK3NFclR0djllSkNXZz09>

**PURPOSE:** Internal Department Meeting

**ATTENDEES:** Program Directors, Department Chairs, Associate Deans and Dean

**AGENDA**

* **Welcome - Transition Process for Dr. Such**
* **SHP Program Director Introduction - Programs Overviews**
* **Programs Accreditations Updates**
* **Curriculum Updates**
* **End of Term Updates Meeting -Provost, Vice Provosts, Deans, Directors and Chairs**
* **Hiring Process Updates**
* **Tommy Mann Director of Simulation and Special Projects -Resignation**
* **Aspen Employment Outcomes Data Notification**
* **Open Door Grant**
* **RESCUE Funds Spending Plan SHP**
* **SW FL Children Charity Event**

**SoHP Leadership Meeting**

**November 2, 2021 via Zoom**

Dr. Norman called the meeting to order at 2:02 pm.

Attendees

Dr. Tami Such, Dean, School of Health Professions

Dr. Thomas Norman – Vice Provost, Workforce Programs

Dr. Patricia Voelpel – Associate Dean, Nursing

Bobby Holbrook – BS Nursing Program Director

Karen Molumby – Dental Hygiene Program Director

Jean Newberry – Director of Respiratory Care

Jim Mayhew – Radiologic Technology Program Director

Deborah Howard – Health Information Technology Director

Christy Clark - Social & Human Services Director

Tommy Mann – Director of Simulation

Dr. Terrance Hays – Academic Advisor II, Nursing

Sarah Gingrich – Academic Advisor II, Nursing

Cassie Steves – Academic Advisor II, Health Professions

Susan Davis – CE Coordinator for BLS, ACLS, and PALS

Nicole Cobb – Cardiovascular Technology Director

Heather O’Connell – BS Cardiopulmonary Chair

Adriana Figueroa – Administrative Assistant to the Dean

Tamra Pacheco – Health Professions Support Specialist (scribe)

Meeting was called to order at 2:02

Dr. Such introduced herself. This will be the last meeting for Dr. Norman. Dr. Norman thanked Adriana Figueroa for her efforts.

Program Overviews

* Health Information Technology – Deborah Howard provided a program summary and stated that the program reaccreditation will take place next fall.
* AS Nursing – June Davis gave an overview and mentioned that the program made curriculum changes that went into effect this fall. They also requested the change for the Civics course requirement. Sarah Gingrich stated that 144 students starting in the spring. 140 students are graduating this fall.
* BS Nursing – Bobby Holbrook stated that they are working on faculty essentials. They are working with spring applicants and current student registration. Registration is the lowest for spring due to Covid. Dr. Voelpel welcomed Dr. Such and stated that her colleagues covered everything in Nursing. Dr. Hays is working on recruiting hospital staff for BS in Nursing.
* Radiologic Technology – Jim Mayhew stated that they have a new faculty member coming in tomorrow to see the facility. Coleen Kubetschek has been working hard to keep up with the work required for the courses and clinical rotations in the fall. The program’s mid-term accreditation report is due in March.
* Cardiovascular Technology - Nicole Cobb provided a program summary and stated that she has been here for 7 months. A new clinical coordinator will start on January 3rd. They are hiring an adjunct professor to cover the pharmacology course while she is out on maternity leave starting in February.
* Social & Human Services – Christy Clark stated that she has been here 1 month. She is working on prerequisite changes and enhancements to the program.
* Dental Hygiene – Karen Molumby stated that the Dental Hygiene program has been running for 27 years. They serve 3,000 patients a year, which is 200 patients per student. They have 5 full time staff and onboarding is important. There are 2 adjuncts that have worked in the program for 20 years and are leaving after the spring semester. They are looking for a new Dental Clinic Supervisor. The accreditation visit will take place February 3 & 4th of 2022.
* AHA – Susan Davis stated that she started managing AHA 8 years ago. They are now working with Lee County Schools on BLS training courses. They started a Phlebotomy course last summer with 11 graduates and 9 of them are employed in Phlebotomy positions. They are working with NCH to provide 2-year job contracts for Phlebotomy graduates.
* Respiratory Care – Jean Newberry provided an overview of her program and stated that she has 2 faculty and many clinical associates for labs and clinical rotations.
* Simulation – Tommy Mann stated that simulation is in transition. We are working with Children’s Charities for additional grants.

Tamra Pacheco is working on the program application process for Dental Hygiene, Respiratory Care, Cardiovascular Technology, and Radiologic Technology.

Cassie Steves is working with students on registration for the spring semester.

Hiring Process/New Hires/Resignations

* Dr. Norman would like to work on the onboarding process to make it more streamlined for new hires.
* Tommy Mann has put in his resignation and will be leaving FSW at the end of the year.
* Dr. Mary Myers will be the new Dean of Business and Technology on January 5th.
* Angelica Gonzalez is now the Administrative Assistant for Dr. Norman.

Grants and Events

* Dr. Norman will be working on workforce bill
* Open Door Grant – a financial aid that is used as a last resort
* A RESCUE fund spending plan needs to be developed for SHP.
* There were no findings after the SACS visit
* December 15th is the end of term update meeting with Dr. Deluca
* On Saturday, January 22nd on campus and will include an auction and opportunity to raise $2 million and provide information on our programs.

Meeting adjourned at 3 pm.