

MEETING MINUTES

Meeting/Project Name:		ASN Leadership Meeting	
Date of Meeting:		Time:	Wednesday, Dec. 1, 2021 1 pm – 3 pm
Minutes Prepared By:		Location:	Roseann Wecera Zoom
1. Meeting Objective			
2. Attendees			
Dr. Patricia Voelpel, Prof. June Davis, Prof. Judy Sweeney, Ms. Sarah Gingrich, Dr. Angela Vitale, Dr. Jennifer Ortiz, Michelle Sherman, Wendy Morris, Rebecca Trojanowski			
3. Excused			
4. Agenda and Notes, Decisions, Issues			
Topic		Discussion	
Approval of minutes 11/17/21		<ul style="list-style-type: none"> Motion to accept. Approved minutes on 12/1/21 	
Pinning		<ul style="list-style-type: none"> Student speaker – have received four potential speeches NSNA reviewing them; Angie will make all speeches anonymous and email to the NSNA reviewers to choose the Pinning student speaker Send any student speeches to Angie Programs – need to give Adam enough time to print, call Adam to find out what is the deadline Discussed which faculty will be reading names as students are pinned Discussed program wording International Nursing Pledge will be in the program last page; send it with invite so they have it ahead of time June we will announce awards and history of pin Student speaker will come back to the stage and start the pledge Class video – deadline is December 5 on Lee Campus PowerPoint slideshow music over it; not you tube Any music when student signing in? Bring it up to IT people What time students show up? 5:15 pm no later, door closes at 5:25 pm Lee day campus portraits on Friday evening Please make sure students understand they must be in full uniform with white shoes. They can have hair down, make-up, jewelry. 	
Student second failure (June/Judy)		<ul style="list-style-type: none"> 2 students failed level 4. For one student this is her second failure, the letter dismissal from program has to come from Dr. Voelpel Send an email to Dr. Voelpel with student's name, course they failed, BUC ID number and Dr. Voelpel will send out and cc chair campus coordinator. Student can appeal grade 	
ANEW Testing (Sarah)		<ul style="list-style-type: none"> When students test on canvas with proctorio from home, we are not able to set the test to show only one question at a time. Students are able to scroll back and forth through all of the questions. Concern that it does not mimic what they will see on NCLEX also throwing them off 	

	<ul style="list-style-type: none"> with test • Impacting their grades • With online classes we can't ask them to come in and take the test • Email Jason re: testing to see if there is a different program to use • Day classes come to campus so they have one question at a time, evening classes on proctorial see all questions
End of semester surveys (June)	<ul style="list-style-type: none"> • Wendy and Michelle sent out to all students. On portal go to College Resources and the Qualtrics link • Stimulation goes to everyone • ASN in program survey 1st, 2nd and 3rd semester • Graduate exit to Level 4 students, send them to students, keep track of results • Go out all at once, better to do by Thursday or Friday • Put on ASN agenda to inform all faculty
Table for next meeting	<ul style="list-style-type: none"> • Course Leads updated list
High School admit retention plan (Sarah's email 11/20/21)	<ul style="list-style-type: none"> • 50% retention rate • Recommend to connect them with our department. Faculty involvement good idea • Faculty mentor? • Two students changing to education other one not prepared. Dr. Voelpel will reach out to them. • During prerequisite semester faculty involvement • Upcoming semester invite them on Zoom Leadership team if they have any questions, concerns. • Coordinators should reach out. There is one student for Spring, Dr. Vitale will reach out to that student.
PassPoint Spring 2022 (June)	<ul style="list-style-type: none"> • Passpoint for next semester will be free for all level 4 students as a promotion from Lippincott. Reach out to Christy she never responded. • Dr. Voelpel met with Christy and Passpoint, June will reach out to Christy again. • Spring Level 4 students were notified during level 3 that they will need to pay for HESI exam (approx. \$79).
Future meetings	<ul style="list-style-type: none"> • December 8, 2021, 2 pm – 3:45 pm

Meeting Adjourned	3:10 pm
Approval Signature of Program Chair	Date
<i>June Davis</i>	12/8/2022