

MEETING MINUTES

Meeting/Project Name:		ASN Leadership Meeting	
Date of Meeting:		Wednesday, Nov 17, 2021	Time: 1 pm – 3 pm
Minutes Prepared By:		Roseann Wecera	Location: Zoom
1. Meeting Objective			
Discuss ASN Program issues			
2. Attendees			
Prof. June Davis, Prof. Judy Sweeney, Ms. Sarah Gingrich, Dr. Angela Vitale, Dr. Jennifer Ortiz, Ms. Michelle Sherman, Ms. Wendy Morris, Ms. Roseann Wecera			
3. Excused			
Dr. Patricia Voelpel			
4. Agenda and Notes, Decisions, Issues			
Topic	Discussion		
Approval of minutes	<ul style="list-style-type: none"> Need an “a” in the hve under HESI. Dr. Vitale motion to approve, Prof. Davis accepted. Minutes approved 10/27/21 Minutes from 11/10/21 requested an addendum to go under BLS section: Lee Health will only accept BLS training from AHA, therefore we will require all students to obtain BLS training through AHA, not Red Cross. Motion to accept. Approved 11/10/21 		
Pinning	<ul style="list-style-type: none"> Will be held in U102, Dr. Vitale met with the event planner to discuss how the room will be set up. “Campus” day on one side, “campus” evening other side, to balance both sides. Table in front for pins, 3 screens available, 5 - 6 chairs administration people sit in front. Faculty sit in front of room. Holds 300 and some. Candles put under each chair. Photobooth area in back. Student speech – each cohort will select a speaker who will submit a speech by Dec 1st to their campus coordinator. Faculty will review each speech for appropriateness, then NSNA members will review and select 1 speech to be given at the pinning ceremony. NSNA group will include 3 from each campus that are not Level 4 students. Before giving speeches to NSNA committee, Dr. Vitale will take names off all and send to NSNA to rate them 1 – 6. Students will be given a number and stand alphabetically by cohort. Put names on chairs and number on card with name. Michelle and Wendy will do PowerPoint. Program get it printed on nice quality paper. Print it through Adam in Auxiliary significantly cheaper. Print it for students. Adam Davis got back to Michelle, he already has the paper. Could we get sponsors for the flowers or plants? Students raise money for the flowers. We have arrangement for table, lit candles, tablecloth and caps. Pins will be placed on ribbons to pin on students. We have 4 -5 rolls of purple ribbon to use. Index cards will be made with first and last name order students will be called Certificate awards, 3 awards for each; 6 students for each award Acknowledge the military, coordinators find out who military is Candles plain white tall ones, all students will say the Pledge together. 1 person starts it and all follow 		

	<ul style="list-style-type: none"> • Prof. Davis will introduce all awards • Give out certificates in paper folders • Coordinators will reach out to faculty for volunteers to pin and announce names. • Zoom link invite set up electronic. IT to manage. Prof. Davis will speak to Jason Dudley. Camera in back of room. • Dr. Voelpel will give welcome and introduce Faculty and staff. • Military, NSNA, student speech, pinning, pledge, the closing, please stand to view class video • Tell students 2 minutes each for class video. Same format • Full time faculty and students only attend. If they have a roll in it they have to be there. Because of limited space, adjuncts and CAs will not be able to attend live, they can attend in person.
Lippincott Orientation for Spring	<ul style="list-style-type: none"> • 2 days prior to first day of class. How long did it take? 1 hours for LPN, entry level day instead open it up for questions each coordinator make 3 break out rooms. Might decrease confusions, save questions until the end. • Need to pick dates, Jan 3rd or 4th depending on what day Christy is available. LPN at 2 pm last time. 2 blocks of time 11 am – 12:30 pm Level 1, 2 pm – 3 pm LPN's only need one.
Policy regarding Preceptorship and students missing didactic class	<ul style="list-style-type: none"> • Fix it for spring. Can it be a statement Level 4? Policy says after 3rd missed class 5 points deducted off your grade. People take advantage of it. 4 weeks to get 8 shifts in. Students miss 1. 1 class, 10 were missing. Do you feel we need a policy? This is something level 4 will need to work out.
Payment window for HESI (email from Danielle Antonacci 11/16/21)	<ul style="list-style-type: none"> • January 31 will give students more than 5 weeks to purchase. Payment window for HESI will be now to January 31.
Changes for clinicals re: vaccines	<ul style="list-style-type: none"> • All clinical facilities are now requiring COVID vaccinations since the Federal mandate for Medicare and Medicaid reimbursement. • 3 or 4 students want to decline for religious reason, there may be an issue if they do not receive approval from the clinical facilities before clinicals begin. Because of the last minute notice, for this semester we will allow Vsims to replace missed clinicals related to unvaccinated students. Next semester that doesn't apply, students will all be required to follow facility policies. Students will need to upload to Castlebranch. Hospitals will provide their declination forms for students to complete for medical or religious reasons, they will determine whether they accept or reject the request for declination.
Future meetings	<ul style="list-style-type: none"> • December 1, 2021, 1 pm - 3 pm

Meeting Adjourned	2:58 pm
Approval Signature of Program Chair	Date
<i>June Davis</i>	12/1/2021