

2021-2022 RN-to-BSN Program Meeting Minutes

**Nursing Department**

Meeting Date: 1/14/2022	Minutes by: Mary Louise Mondello
Facilitator	<b>B. Holbrook</b>
Participants	<b>Faculty: M. Jenner; S. Steiner; Dr. M. Weiner; Dr. J. Settanni; Dr. K. Blades, H. Goodwin; G. Deane Staff &amp; Leadership: Dr. T. Such, Dean SoHP; Dr. P. Voelpel, Assoc. Dean; J. Davis, Chair; B. Holbrook, Prog. Director; Dr. T. Hays, Advisor; M. Mondello, Adm. Asst.</b>

Agenda Item				
Call to order – (time)				
Approval of Minutes:		_____ made motion to approve minutes, _____ seconded motion. Motion <i>was</i> approved		
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
1. Standard 1: Mission and Administrative Capacity	A. J. Davis	A. Took out wording that applicants must complete all of their Gen Eds courses before admission. J. Davis showed the changes from the past and present.	Catalog due date	J. Davis
A. RN-to BSN 2022-2023 Catalog update	B. J. Davis/Dr. M Weiner	J. Davis stated that Colleen Moore, ASN Faculty was Nursing representative on the FSW General Education Committee.	Ongoing	J. Davis
B. Nursing Faculty Representative on Gen Ed Committee update	C. Dr. M. Weiner	Punctuation of RN-to-BSN Program discussed to agree in spelling and punctuation of the Program title. Dr. Weiner made a motion that the title would be written as <b>RN-to-BSN</b> . Prof. H. Goodwin seconded the motion. Unanimous vote to approve.	Starting now	Dr. M Weiner

C. Program name – spelling and punctuation				
<b>ACEN Standards</b>	<b>Presenter</b>	<b>Discussion</b>	<b>Action Due Date</b>	<b>Responsible Party</b>
<p><b>2. Standard 2: Faculty and Staff</b></p> <p>A. Faculty and Staff/CV</p> <p>B. May ASN Graduates to take select RN-to-BSN courses before NCLEX results</p> <p>C. Dual Track – AA – BSN-to-BSN for 2023</p>	<p>A. Prof. H. Goodwin</p> <p>B. B. Holbrook for Sarah Gingrich</p> <p>C. B. Holbrook/Faculty</p>	<p>A. Prof. H. Goodwin asked all the faculty to send her their resume which need to be collected once a year.</p> <p>B. Faculty discussed topic; decided to continue with previous decision to not allow ASN students to take select RN-to-BSN Program until they meet RN-to-BSN admission requirements.</p> <p>C. Faculty discussed that the ASN needed better advising to be aware they can streamline seamlessly from ASN to RN-to-BSN Program. Advisors to start working with ASN students in first term. Faculty do not wish to pursue this track at this time.</p>	<p>March 2022</p> <p>Immediate</p> <p>1/14/2022</p>	<p>A. Prof. H. Goodwin</p> <p>Faculty / Students/ Advisor</p> <p>Faculty</p>
<b>ACEN Standards</b>	<b>Presenter</b>	<b>Discussion</b>	<b>Action Due Date</b>	<b>Responsible Party</b>
<p><b>3. Standard 3: Students</b></p> <p>A. Student Petition</p> <p>B. Current Academic Advising Plans posted on</p>	<p>A. B. Holbrook for Dr. T Hays</p> <p>B. B. Holbrook for Dr. T Hays</p>	<p>A. Faculty discussed and agreed upon petition for student to be permitted to re-apply to program after two withdraws and stepping out for three terms.</p> <p>B. B. Holbrook presented a draft advising plan that would included student general education (gen ed) courses needed to graduate. Dr. Hays and B. Holbrook would assist student with integrating gen ed courses with RN-to-BSN courses, assuring gen ed courses are completed before student registers for NUR 4827C Leadership in Nursing.</p>	<p>1/14/2022</p> <p>Draft advising plan in use with Spr 22 admits</p>	<p>Dr. Hays</p> <p>Dr. Hays, M. Mondello &amp; B. Holbrook</p>

<p>Colloquium – update</p>		<p>Dr. T. Hays will be reviewing gen eds courses to determine admission qualification and if admitted, mark gen ed courses on the advising sheet. B. Holbrook will assist in integrating gen ed &amp; RN-to-BSN courses onto advising plans. There are 8 gen ed spaces on the advising plan, unused spaces will be removed when creating individualized advising plan. Discussion comments: The student should be aware of the Ged Eds they need to take and be responsible for completing. Faculty to determine expected length of RN-to-BSN Program completion at the February 2022 meeting. Discussion included determining what number of credits would a RN-to-BSN student need to take to qualify for Federal Financial Aid (FA). B. Holbrook stated students need 6 cr hr credit to qualify for 50% FA, 9 hours for 75% FA and 12 or more cr hr to be awarded 100% FA.</p>		
<p>C. Admission Spring B term update – Individualized study for Spring B term NUR 3805</p>	<p>C. B. Holbrook</p>	<p>B. B. Holbrook brought up the topic of B-term RN-to-BSN Spring Admissions to inquire which faculty would like to teach a Spring B 2022 term NUR 3805 Professional Roles and Dimensions, for students who would be admitted for Spring B term. Explained that since we may not have 15 students total admitted, the course would need to be classified as an Individualized Study course. Faculty discussed the topic of Spring B admission with some faculty feeling that there was not a decision to allow Spring B admission of students during last meeting. Two of the faculty stated they remembered that the December meeting discussion was to allow B term admissions as long as student took NUR 3805 and NUR 3870 as the first two courses. Faculty discussed whether NUR 3805 it should be offered in B term and if students should be admitted B term. Faculty comments and concerns: a) applicants would only need to wait an additional 8 weeks to be admitted in Full term. b) B-term NUR 3805 course could draw students away from A-term NUR 3805 courses perhaps causing less sessions c) difficulty tracking student progression as a whole; this would cause another type of cohort that would need to be tracked as well – students may feel they can take courses in any sequence d) a B-term NUR 3805 could cost the college more money for a smaller group that leaving only full-term admissions e) need at least three students in an individualized study courses f) making a quick decision on policies can cause an unexpected fallout that was not anticipated g) students are dropping courses this Spring and Fall because they can't keep up with the workload with work and home demands h)</p>	<p>Topic to put on in parking lot for further review</p>	<p>Faculty / Staff / Leadership</p>

<p>D. Students who fall below 2.5 GPA while enrolled in RN-to-BSN</p>	<p>D. B. Holbrook</p>	<p>discussed whether students should pass the NCLEX before being admitted. The process of ASN graduates can take 6 to 8 weeks before names being sent to the FBON, getting authorization to test and actually taking the test. Question: would B term admission only offered to students that were RN's and had missed the full-term application deadline? B. Holbrook mentioned yes, not just to those that recently passed NCLEX but those that missed the application deadline. Dr. Weiner made a motion to table the topic of B term RN-to-BSN admissions until we have a better game plan and see how this is going to impact our program. Professor Steiner seconded the motion. Faculty voted unanimously to support the motion.</p> <p>D. There is no policy – RN-to-BSN program. Students that have to have a 2.5 GPA overall not just in the BSN. Students can graduate right now with below a 2.5 GPA. A report can be run to see the students that failed a semester, withdrew, or made a D and then can see then can see the see the GPA. M. Jenner is going to follow up on the average GPA of other programs. Dr. M. Jenner and B. Holbrook are going to look into seeing if there is a possibility of getting the GPA made higher than the policy college wide policy of 2.0 for RN-to-BSN degree.</p>	<p>Feb 11, 2022</p>	<p>Dr. T Hays, M. Jenner, B. Holbrook</p>
<p>E. Policy change – Admission criteria no longer requires all Gen Ed completion – update</p>	<p>E. B. Holbrook</p>	<p>E. Admission criteria no longer requires all Gen Eds. RN-to-BSN Admission Policy change approved by Dr. E. DeLuca, Provost for immediate action.</p>	<p>Dec 14, 2021</p>	<p>Dr. DeLuca / Dr. T. Hays</p>
<p>F. Expected Program length including gen eds to graduation</p>	<p>F. B. Holbrook</p>	<p>F. B. Holbrook provided faculty with a draft of RN-to-BSN student advising plan with gen ed classes needed for BSN degree. To discuss next meeting</p>	<p>Feb 11, 2022</p>	<p>Faculty</p>

<p>G. BSN Nursing Pins</p> <p>H. End-of-term course report template / form</p>	<p>G. B. Holbrook</p> <p>H. Dr. M. Weiner</p>	<p>G. Stopped having pinning Ceremony's when the classes went on-line due to low student participation; stopped offering nursing pins. Dr. K. Blades and Dr. M. Jenner going to work on this to see what can be done. M. Sherman give some information on how to find pins.</p> <p>H. Dr. M. Weiner reviewed the end-of-term report template with items that had been changed. Course Faculty to meet after end-of-term term to review courses, make decisions, record what needs to be changed and documenting attendance. Just needs to be simple.</p>	<p>Immediate use</p>	<p>M. Jenner / Dr. K. Blades</p> <p>Faculty</p>
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
<p><b>4. Standard 4: Curriculum</b></p> <p>A. Essentials 2021 Update</p>	<p>A. Prof. M. Jenner</p>	<p>Completed end of program student learning outcomes aligned with the Essentials domains. Now we started to working on the reports for the courses which are due March 2022. Then focusing on the domain, the competency, the sub competencies and the course objectives. Then this will be carried over to the curriculum. The course objectives can be a informational item. If changing the outline or the course description, section five or except for the course objectives section four has to go through a formal curriculum committee approval. This would be submitted if for Fall which would be starting to be implemented in Fall 2023. It would be in the course objectives. This could start to be implemented by Fall of 2022, because the can go as information items for the courses that we have done by November 2022. This is their plan. There was a form sent out by Essentials which also include assignments that matches up with it. This will be a beautiful matrix for ACN. This will be starting in February in courses that are coming up. Roles and Multicultural are in March. Community and another call in April. ACN has another workshop webinar through the ACN website. If someone goes to the webinar and complete the evaluation you will get one hour of CE. M. Jenner has been asked by B. Holbrook to run a Florida Essentials group. Would like to invite and any faculty member that would like to attend on the first meeting. Representatives faculty members wanted to put a smaller group together instead of a national group. They wanted a small state group that would work on adopting Essentials into the Curriculum. (five or six schools so far are</p>	<p>March 2022</p>	<p>Faculty</p>

		<p>participating) Being part of this group would be a great way to network with other state colleges. This starts January 24, 2022 at 1:30 PM. Asked what we are doing with the ASN program for Essentials on how some colleges were looking at the measuring competency for our BSN program from the ASN programs. This was a huge topic at the national ACN conference. M. Jenner h asked J. Davis for the detail of the ASN Syllabi and the courses mapped with outcomes and anything that would be helpful. J. Davis said this is in process with Jennifer Ortiz, she is the chair of the Curriculum committee.</p> <p>M. Jenner asked B. Holbrook how much are the ACN dues would be, which he is going to find out.</p>		
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<p><b>5. Standard 5: Resources</b> A. RN-to-BSN Online Course Redesign update</p>	A. G. Dean	<p>A. <a href="http://fsw.teamdynamix.com/IDClient/2031/Portal/requests/ServiceDet?ID=48966">http://fsw.teamdynamix.com/IDClient/2031/Portal/requests/ServiceDet?ID=48966</a> is the website. Redesigned this official request for quality matters course review. 3 different course reviews for our online courses. Internal review that can set up a course design that reviews, fixes everything that needs to be fixed, adds all the new information, the new links for all the online services that we provide to our students because a lot of it is changed now. A lot of new online information being built into it because it was one of the areas that FSW was to focus on. Review is online if the faculty would like to participate. There is a \$500 bonus if your course becomes certified. There are different interests in here which might make our students happier. The three reviews are the inside review, quality review which goes into our Florida catalog and then we have the QM certified that goes into a national catalog.</p>	Informational	Faculty
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
<p><b>6. Standard 6: Outcomes</b> No business</p>				
<p><b>Other Business –</b></p>		<p><b>Parking Lot</b> A. Civic Literacy requirement update – Dr. T. Hays / J. Davis</p>		

		<p>B. Faculty Suggestions for increasing enrollment – Faculty / Staff</p> <ul style="list-style-type: none"> <li>a) Providing information to region hospital nursing education departments</li> <li>b) One-page ASN – RN-to-BSN course progression advising plan</li> <li>c) Performing audits on first term ASN students and informing student of gen ed courses needed for RN-to-BSN in written plan</li> <li>d) Post on ASN Colloquiums that all gen eds are no longer required to be admitted to RN-to-BSN Program</li> </ul> <p>C. Dual Track – AA – RN-to-BSN for 2023 – Faculty</p> <p>D. Advisor Report – Dr. T. Hays</p> <ul style="list-style-type: none"> <li>a) Spring Admission et al.</li> <li>b) Continuing Student Registration Update</li> <li>c) Students with W/F grades – assuring petition process is completed update</li> </ul>		
<b>Meeting Adjourned:</b>				