

2020-2021 RN to BSN PROGRAM MEETING MINUTES

Nursing Programs

2020-2021 RN to BSN PROGRAM MEETING MINUTES	
Nursing Programs	
	12-10-21
Facilitator:	B. Holbrook
Participants:	<ul style="list-style-type: none"> • Faculty: M. Jenner; S. Steiner; Dr. M. Weiner; Dr. J. Settanni; G. Deane; Dr. K. Blades; H. Goodwin • Staff & Leadership: Dr. T Such, Dean; Dr. P. Voelpel, Assoc. Dean; J. Davis, Chair, B. Holbrook, Prog. Director. Dr. T. Hays, Advisor, Mary Louise Mondello, RN-to-BS Administrative Assistant

Agenda Item				
Call to Order – 12:00				
Call to approval of 11/12/2021 Minutes		Prof. M. Jenner made motion to approve minutes, Prof. S. Steiner seconded motion. Motion was approved after edits sent by email are to be made.		
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
Business:				

Agenda Item				
1. Mission and Administrative Capacity A. Welcome Dr. T. Such, Dean SoHP	A) Dr. T Such	<p>Welcomed Dr. Such, Dean SoHP to our meeting. Introductions all around. Dr. Such discussed the most recent eight years she has focused on RN-to-BSN and graduate level of nursing. She is very excited to be part of our program and can 100% relate to teaching online.</p>	N/A	N/A
B. Civic Literacy requirement – update a. Curriculum Committee proposal	B.) J. Davis, Chair/Dr. Weiner /Dr. T. Hays	<p>The Civic Literacy exam can be taken on remotely through Protorio per Dr. Hays. Dr. Weiner said the test can be taken within a day after the first attempt if not successful. Wording in Fall 2021 FSW College Catalog.</p>	Immediately	Dr. Hays / Students requiring

Agenda Item				
<p>b. RN-to-BSN College Catalog Page 2022-23</p>		<p>Dr. Weiner showed changes on screen to the catalog proposal for 2022-23. J Davis and Dr. Weiner reviewed in detail with faculty & staff. Dr. Weiner updated catalog proposal in real time as suggestions were offered. Advising is so important to the RN-to-BSN program. Suggestion that a Nursing faculty be added to the General Education Committee. Per Dr. Hays-</p> <p><i>The RN-to-BSN program currently requires 9 hrs. of social sciences courses none of which are writing intensive. Also, the civics literacy requirement of AMH 2020 or POS 2041 which are both social science courses but not writing intensive and maybe we should revisit looking into the steps needed to possibly make one of these requirements have the writing intensive attribute to provide students more options to consider for meeting the writing intensive</i></p>	<p>Jan 7, 2022</p> <p>Catalog submission deadline</p>	<p>J. Davis / Dr. Weiner</p> <p>J. Davis to follow up with Gen Ed committee.</p>

Agenda Item				
c. Current student registration for Spring 2022		<p>why only half of the students who applied were admitted; answered lack of required general education classes completed.</p> <p>Dr. Hays has checked grad audits for approx. 60 students graduating for fall 2021. 75-80% of Continuing students have registered; others are waiting till the last minute; being contacted by B. Holbrook & M. Mondello to ask if they intend to register for Spring 2022. More students are expected to register over winter break; less students registering for Spring because - the hospitals are still offering incentives to take additional shifts; students are exhausted and slowing down the number of classes due to COVID pandemic or family issues.</p>	Spring Registration deadline 1/12/22	All students

Agenda Item				
<p>B. Students with W/F grades – assuring petition process is completed</p>	<p>B) Prof. M. Jenner</p>	<p>Need a better way to track failing students ahead of time. Since Faculty know who is failing a course they let Dr. Hays and B. Holbrook know before end of course of student progress. Found students that have F's and W's taking courses who never filed for a petition. Mr. Holbrook reminded faculty it can depend on the catalog year the student has on their official transcript; previous calendar years allow more than two W / F grades. We need to be better at tracking those students with 2 or more W / F grades so they can get noticed and submit a petition in a timely manner. Not a problem to not having a policy for how many times a student can petitions because a student who is re-petitioning can be denied by faculty. There currently is no limit to</p>	<p>Immediately</p>	<p>Dr. Hays</p>

Agenda Item				
C. Academic Advising Plans General	C) Prof. M. Jenner	<p>how many times a student can petition after two W/Fs.</p> <p>Dr. Hays commented Advising plans have been cleaned up on the share drive. Prof. Jenner said the faculty can't get on the share drive to see them; the advising plans are wrong that are posted on the colloquium. Dr. Hays will remove the wrong advising plan and replace them with corrected advising plans. Dr. Hays sends the student the three or four semester plan and ask them to choose their advising plan. The students email Dr. Hays back and M Mondello personalizes the advising plan, sends them back to students and saves them under Advising Plans in the RN – to BSN Share Drive.</p>	01/14/2022	Dr. Hays

Agenda Item				
D. Admission B term	D) Prof. M. Jenner	<p>Faculty need to know how many graduating ASN students who passed NCLEX and meet our program requirements. All must start with NUR 3805 Professional Roles ... but some students will not do the A term. The students should be able to start RN-to-BSN Program and complete the required gen ed courses.</p> <p>Suggestion brought up to allow student to start RN-to-BSN Program B terms but still take NUR 3805 Prof. Roles ... & NUR 3870 Informatics in their first term. We need to offer NUR 3805 in B term. Mr. Holbrook reminded faculty there needs to be 15 students minimum to hold a course.</p>	<p>Summer term 2022</p> <p>Prior to start of B term Spring</p>	<p>Dr. Hays / B. Holbrook</p> <p>Dr. Hays / B. Holbrook</p>

Agenda Item				
E. Early Alert follow-up method	E) Prof. M. Jenner	Once an early alert goes out in 24 hours T. Hays reaches out to the student. T. Hays keeps a spreadsheet on all the faculty early alerts so he can keep track of the students. A copy is going to be sent to the faculty member when an email is sent to the student.	Jan 14, 2022	Dr. Hays
F. Impromptu discussion on requiring all gen ed courses be completed before qualifying for RN-to-BSN admission.	F) Faculty, Staff & Leadership	Motion to suspend gen ed requirements for RN-to-BSN admission effective spring 2022 term. Vote was unanimous. Dr. Voelpel will send Dr. DeLuca a memo requesting an immediate policy change.	12-13-2022	Dr. Voelpel
G. Advisor Hold on NUR 4827C Leadership in Nursing		Dr. Hays is not able to put a hold on NUR 4827 Leadership, it can only happen if it is submitted to the FSW	Pre-term registration	Dr. Hays

Agenda Item				
Practice assuring it is taken in last term	G) Prof. M. Jenner	Curriculum Committee and a hold is approved in the following year's catalog to place a hold on NUR 4827C. However, Dr Hays is able to meet the parameters set by Faculty by auditing students registered for NUR 4827C Leadership to assure they have completed all gen eds and other RN-to-BSN courses that are not being taken concurrently. Dr. Hays and B. Holbrook request the student drop the course if parameters are not met. If student does not drop the course, Dr. Hays with Mr. Holbrook's approval can request Registrar remove the student.	period	
H. Faculty Suggestions to increase enrollment & increase current student registration	H) B. Holbrook	Faculty to forward suggestion via email to B. Holbrook to compile and will present next meeting. Suggestions included hospital	1/14/2022	All Faculty, Staff &

Agenda Item				
I. End-of-term course report template/form	I) Dr. M. Weiner	recruitments. Postponed until January 2022	N/A	Leadership N/A
4. Curriculum A. Essential 2021 Update A. EOP SLO B. Liaison ASN Program for Essentials 2021	A) Prof. M. Jenner	Postponed until January 2022	N/A	N/A
5. Resources A. RN-to-BSN Online Course Redesign update	A) Prof. G. Deane	Create list of which courses needs to be redesigned for Spring and Summer terms	1/14/2022	Prof. G. Deane
6. Outcomes A. May 2021 BSN Graduate Survey Results	A) B. Holbrook	Our goal is 35-45% survey returns actual was 25/68 (37%) response Employment percentage –96% of the	Feb 2022	B Holbrook

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Agenda Item				
		<p>graduates responding said reported being employed full or part time; one grad unemployed due to attending grad program. EOP SLOs were ranked as 100% except for SLO One and Six, which ranked higher than set outcome. Overall satisfaction, but 84% ranked themselves as satisfied or very satisfied with the overall program, benchmark set at 80%. Next graduate survey will be sent out in Feb. 2022</p>		
Other Business				
Meeting Adjourned: 1400				