

2021-2022 RN-to-BSN Program Meeting Minutes

**Nursing Department**

Meeting Date: 2/22/2022	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: Dec 2021 and Jan 2022		_____ made motion to approve minutes, _____ seconded motion. Motion was approved		
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
<b>1. Standard 1: Mission and Administrative Capacity</b>				
A. RN-to BSN 2022-2023 Catalog update	A J. Davis/Dr. M Weiner	A. Fall 2022-23 catalog: Took out wording that applicants must complete all of their Gen Eds courses before admission. J. Davis reviewed the changes from the past and present.	April 3, 22	J. Davis, Dr. M. Weiner
B. Nursing Faculty Representative on Gen Ed Committee update	B. J. Davis	Faculty discussed that all gen eds are required for BSN graduation. Students must have completed their gen eds prior to enrolling NUR 4827C Leadership in Nursing Practice. NUR 4827C must to be taken in the last semester of Program.	Immediately	J. Davis
C. Program name – spelling and punctuation	C. Dr. M. Weiner	Discussion on how to punctuate our program name. Dr. M. Weiner made a motion to approve RN-to-BSN as the approved punctuation of our program. Prof. H. Goodwin seconded the motion. Vote was unanimously approved.	Immediately	Faculty and Staff
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party

<p><b>2. Standard 2: Faculty and Staff</b></p> <p>A. Faculty and Staff/CV</p> <p>B. ASN Graduates to take RN-to-BSN courses before NCLEX results?</p> <p>C. Dual Track – AA – BSN- for 2023</p>	<p>A. Prof. H. Goodwin</p> <p>B. B. Holbrook</p> <p>C. B. Holbrook</p>	<p>A. Prof. H. Goodwin asked all the faculty to forward their resume each by March 2022 and collected yearly.</p> <p>B. Faculty discussed if graduated ASN students took RN-to-BSN courses before NCLEX success. Decided not permit ASN graduates to take RN-to-BSN classes until they passed NCLEX.</p> <p>C. Discussed Dual track option for ASN students similar to Polk State college. Faculty suggested increased advising for students enrolled in ASN program about advancing to RN-to-BSN while in first term. ASN students should know how to streamline seamlessly from ASN to be in the RN-to-BSN program. Faculty decision was to not pursue a dual track AA - BSN at this time.</p>	<p>March 2022</p> <p>Immediately</p> <p>Revisit Fall 2022 for 2023-23</p>	<p>Faculty</p> <p>Faculty &amp; Staff</p> <p>Faculty &amp; Staff</p>
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
<p><b>3. Standard 3: Students</b></p> <p>A. Student Petition</p> <p>B. Current Academic Advising Plans posted on Colloquium – update</p>	<p>A. B. Holbrook presenting for Dr. T Hays</p> <p>B. B. Holbrook presenting for Dr. T Hays</p>	<p>A. Faculty discussed and agreed upon granting student petition to continue in Program after receiving 2 or more W or F grades in RN-to-BSN classes</p> <p>B. Previously a sample of the RN-to-BSN advising plan was emailed to all faculty. Dr. T. Hays updated Advising Plans posted on Colloquium. First part of the advising plan will be the Gen Eds courses that the student left to take for BSN degree. Dr.T. Hays will be reviewing the students Gen Eds courses and indicating what the student has left to complete. There were 8 spaces included for possible Gen Eds on the advising plan. The students should have all of their Gen Eds done before entering term 6 or before NUR 4827C. The student themselves should be aware of the Ged Eds they need to take. In order for a student to get financial aid they would have to have a minimum of 6 credit hours to get 50% of approved annual financial aid (based on full</p>	<p>Today</p> <p>Immediately</p>	<p>B Holbrook to email student</p> <p>February 2022</p>

<p><b>C.</b> Admission Spring B term admission update – Individualized study for NUR 3805</p>	<p>C. B. Holbrook</p>	<p>time being 12-15 credits per term), 9 hours for 75% and 12 or more to get 100%.</p> <p>C. B. Holbrook raised the topic of Spring B-term Admissions to inquire which faculty would like to teach B 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 may 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 in the December meeting, the discussion was to allow B term admissions as long as student took NUR 3805 and NUR 3870 as the first two courses. Discussed NUR 3805 should be offered in B term. Faculty discussed that the students should wait to take their INCLEX exam test and pass it before being permitted to register for NUR 3805. Admission would take 6 to 8 weeks after passing NCLEX. Question: “would B term admission just offered to students that were RN’s and had missed the A term to apply? Answer: “Yes and graduates from ASN who passed NCLEX and missed the A term 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>Immediately</p>	<p>Dr. T. Hays</p>
<p><b>D.</b> Students who fall below 2.5 GPA while enrolled in RN-to-BSN Program</p>	<p>D. B. Holbrook</p>	<p>D. There is no current RN-to-BSN policy on RN-to-BSN students who have GPAs below 2.5. Students can graduate right now with below a 2.0 GPA so no policy needed for students who drop GPA below 2.5. Dr. Hays can run a report listing the students that failed and/or withdrew but not until the term ends. Dr. M. Jenner is going to follow up on the GPA average needed to graduate other RN-to-BSN programs. Dr. M. Jenner and B. Holbrook will investigate if there is a possibility of getting the GPA for individual BS programs higher than 2.0.</p>	<p>3/11/22</p>	<p>M. Jenner/B. Holbrook</p>

E. Policy change – Admission criteria no longer requires all Gen Ed completion – update	E. B. Holbrook	E. Admission criteria effective 12/14/22 no longer requires all Gen Eds be completed for admission, granted via email from Dr. E. DeLuca, Provost	Dec 14, 22	Faculty & Staff
F. Expected Length of Program including gen eds	F. B. Holbrook	F. The intended length of the RN-to-BSN program has been approved by faculty to increase up to 6 since students can be admitted now who do not have all gen eds completed prior to admission.	Immediately	Faculty and Staff
G. BSN Nursing Pins	G. Dr. K. Blades / M. Jenner	Dr. K. Blades and Dr. M. Jenner going to investigate possibility of having a nursing pin or added BSN chain to current FSW Nursing Pin.	3/11/22	Dr. K. Blades & M. Jenner
H. End-of-term course report template / form	H. Dr. M. Weiner	H. Dr. M. Weiner showed the template and items that had been changed. Faculty to meet to make decisions, write down what needs to be changed and take attendance. Just needs to be simple. ??	3/11/22	Faculty
<b>ACEN Standards</b>	<b>Presenter</b>	<b>Discussion</b>	<b>Action Due Date</b>	<b>Responsible Party</b>
<b>4. Standard 4:</b> <b>Curriculum</b> A. Essentials 2021 Update	A. Prof. M. Jenner	Completed end of program student learning outcomes aligned with the Essentials domains. Now we started to working on creating an individual course list which is due March 11, 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	March 11, 2022	Faculty

		<p>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 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 has 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 AACN dues would be, which he is going to find out.</p>	<p>Fall 2023</p> <p>Fall 2022</p> <p>February</p> <p>March</p> <p>April</p> <p>2022</p>	<p>Faculty</p>
			<p>1/24/2022</p>	
			<p>February 22</p>	<p>Davis/M. Jenner/K. Blades</p>
			<p>February 22</p>	<p>B. Holbrook</p>
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
5. <i>Standard 5: Resources</i>				

A. RN-to-BSN Online Course Redesign update	A. G. Dean	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.	????	A. Faculty
ACEN Standards	Presenter	Discussion	Action Due Date	Responsible Party
6. Standard 6: Outcomes No business			A.	A.
<b>Other Business –</b>  <b>Parking Lot Topics</b> A. Civic Literacy requirement update B. Faculty Suggestions for increasing enrollment: 1) Change admission requirement – completed Dec 14, 2021 2) Providing information to region hospitals	A) Dr. T. Hays / J. Davis B) Faculty/Advisor/Leadership C Faculty/Advisor/Leadership D) Dr. T. Hays			

<p>nursing education departments</p> <p>3) One-page ASN – RN-to-BSN course progression advising plan</p> <p>4) Performing audits on first term ASN students and informing student of gen ed courses needed for RN-to-BSN in written plan</p> <p>5) Post on ASN Colloquiums that all gen eds are no longer required to be admitted to RN-to-BSN Program</p> <p>6) Dual Track – AA – RN-to-BSN for 2023</p> <p>7) Advisor Report:</p> <p>a) Spring Admission, Registration, Orientation &amp; Forms, Advising Plans Update</p> <p>b) Continuing Student Registration Update</p>				
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c) Students with W/F grades – assuring petition process is completed update				
<b>Meeting Adjourned:</b>				