

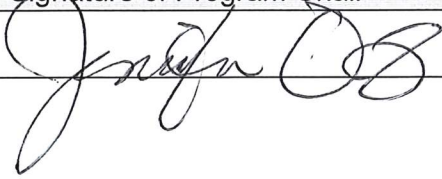
MEETING MINUTES

Meeting/Project Name:		ASN Faculty Meeting	
Date of Meeting:	2/11/22	Time:	9:05-11:25 am
Minutes Prepared By:	M. Sherman	Location:	Zoom
1. Meeting Objective			
2. Attendees			
P. Voelpel, J. Davis, A. Vitale, J. Ortiz, J. Sweeney, T. Such, D. Weeks, K. Blades, C. Carty, N. Stadelmann, J. Gonzalez, A. Marchionni, S. Hamula, K. Murphy, M. Pearce, N. Bourk, L. Canty, L. Cicconi, D. Logan, A. Williams, M. Milfort, S. Harris, D. Ebaugh, J. Cousino, S. Oestrike			
3. Agenda and Notes, Decisions, Issues			
Topic		Discussion	
Approval of minutes		<ul style="list-style-type: none"> Motion to approved minutes for 1/14/22, all in favor, minutes approved 	
Campus Updates		<ul style="list-style-type: none"> J. Sweeney reported that Faculty & Staff are all healthy. Working on Fall Schedules, sent it over to R. Wecera, but still need coverage for some labs. A. Vitale reported the same is going on for the Lee Campus, however Lee is looking for CAs for Peds & OB. J. Ortiz Reported that a new Clinical Coordinator was hired and starts on 2/15/22. Collier is working on the Fall Schedule as well and looking for a professor for the Med Surg 1 course. 	
Business		<ul style="list-style-type: none"> Nothing on the agenda 	
1. Missions & Administrative Capacity		<ul style="list-style-type: none"> Nothing on the agenda 	
2. Faculty & Staff		<ul style="list-style-type: none"> Nothing on the agenda 	
3. Students		<p>A. A. Vitale reported that starting Fall 21, we were to go to paperless. This means the students needed to upload Practicum Labs & Evaluations into Canvas. Discussion was had on the ways to make this an easier process on all involved. Ideas were a scanner app for students upload on their phones, access to scanners in the Nursing department, editable PDF and putting documents in our learning platform. We want consistency all around, not multiple ways of doing the same thing. This will make is easier on all involved.</p> <p>Motion to form a Rubric for the Practicum Labs & Evaluations, in Canvas for Fall 22, for all course and levels, brought by J. Sweeney, second by J. Davis. Motion passed by all.</p> <p>B. J. Davis shared wording that the Step Out Policy. First Semester students can't step out. If they leave the program, they will need to reapply. Students can not step for more</p>	
A. Online Student Records			
B. Step Out Policy			

	<p>than two consecutive semesters. If there is a student with a rare circumstance, the leadership will take that into consideration on a case by case basis.</p> <p>ARC committee, will be formed for the Nursing Program. Dr. Such, suggested that we have 2 other members from Health Professions. Dr. Voelpel suggested that we work with the other programs in Health Professions, to have one cohesive policy across the board.</p>
<p>4. Curriculum</p> <ul style="list-style-type: none"> A. Committee Report B. ACEN Committee Discussion C. Leveling of Next Gen questions on exams D. Honor Program E. Med/SURG 1 Update 	<ul style="list-style-type: none"> A. J. Ortiz reported that the committee met and looked at the ACEN criteria, to get familiar to develop the report for ACEN. Shared a sample of the Fundamentals 1 Syllabi. Went over the 5 areas that ACEN is looking for. Committee is looking into different theorist to add into the program. Dr. Voelpel suggested to find one to adopted across the board, from ASN to BSN. B. J. Davis shared the list of the committees for the ACEN Standard Committees with all. Committees are responsible to go through the standards to make sure we are meeting the standards and providing documentation that we are doing it. Committees should be meeting soon. Look for the announcement for the ACEN Workshop for all to attend. C. V. Voepel sent an email out asking for volunteers for an Ad Hoc Committee to start looking at the Next Gen question development. Our exam will need to look like the new board, which is coming next year. Each campus has a set of books to refer to. We are not requiring the books for students, but we need to highly recommend that student get them. D. P. Voelpel and T. Such meet with the FSW Honor Program. The Honors Program is very interested in getting the Nursing Program involved. Our students would meet the criteria for this and benefit from it, as well. With Honor designation, students can get funding towards their learning. V. Voelpel shared what is needed from the Nursing Program for students to participate in. Most of the requirements are in place, things just need to confirm and implement for students to apply. The goal is to have our Fall 22 students apply for the Honor Program. Faculty was supportive on this program. E. C. Carty reported that the Med/Surg 1 & 2, have meet as a team to start the framework of the courses. She shared the course outline for Med/Surg 1. It's a start and may

	<p>need some adjustments as they start the framework for Med/Sur 2. Discussion was had on where certain topics were taught versus where they should be. Dr. Voelpel is planning on having another ASN Workshop, where this is the topic of discussion, to see what has worked from the previous workshop and what needs to be adjusted to move forward. Things need to be evaluated each semester.</p>
<p>5. Resources A.</p>	<ul style="list-style-type: none"> • Nothing on the agenda
<p>6. Outcomes A. Course Evaluations & Outcomes</p>	<ul style="list-style-type: none"> • C. Moore presented a course evaluation tool outline for the Nursing Courses. As the lead for the Outcomes Committee, C. Moore will adapt this to our program and present to all at the next meeting. Many faculties shared that they send out a survey throughout the course to see how things are going or if things need be covered again, etc.
<p>Other Business A. Covid Positive Student assignment due dates</p>	<ul style="list-style-type: none"> • J. Davis wanted all to be aware that we need to be flexible with due dates during this pandemic. It's okay to make exceptions. Even if they attend an online course, they may still need time to complete assignments due to symptoms.
<p>Open Forum</p>	<ul style="list-style-type: none"> • L. Carty brought up the schedule for the Fall. How taking two courses with high content on the same day, many be too much. Discussion was had on how the schedule is made and the many factors that are taken into place to create the schedule. Each Campus Coordinator did reach out to students for their input on this as well. • L. Carty asked if there was a date for pinning. P. Voelpel stated we are working on a site to hold the pinning at. Goal is to have this done by then end of February.

Meeting Adjourned	@ 11:25 am, next meeting April 8, 2022.
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Approval Signature of Program Chair	Date
	4/26/22

