**Date: November 22, 2022 Facilitator: June Davis** **Minutes: Michelle Sherman**

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| **Topic** | **Notes:** |
| Call to Order: | June Davis called meeting to order @ 10 am |
| Attendance: | Susan Holland, June Davis, Carrie Carty, Mariel Goldrick, Jenn Ortiz, Judy Sweeney, Sarah Hamula, Joanne Sabo Michelle Sherman |
| Minutes from: October 25, 2022 |  |
| Campus Reports: | No Campus reports were made at this meeting. Discussion was had on Clinical Coordinator position in its place. |
| **Business:** |  |
| 1. **Mission and Administrative Capacity** |  |
| 1. **Faculty and Staff** 2. Lisa Fox start date | Dr. Lisa Fox has accepted the Director position. Will start via remote on 11/28/22. Officially on campus 1/3/22, when the Lee campus is to reopen |
| 1. **Students** 2. H22 Update 3. Pinning 4. Uniforms | 1. Sarah Hamula had no new updates @ this time. 2. Being held at the Arena on the Lee campus now. December 14, 2022 @ 6 pm. Each student will be allowed to bring in 15 people. 3. Michelle Sherman brought up how students are not following uniform standards. June Davis stated this needs to be brought to the faculty for them to monitor. Will place on ASN Meeting Agenda for January 2023. |
| 1. **Curriculum** 2. Spring Faculty Schedule 3. Spring Clinical Schedule 4. Recap of Curriculum Meeting November 17, 2022 | 1. June Davis went over the openings for the Spring 2023 schedule. 2. Betsy Rychlewski and Tiffany Thomas joined meeting to have discussion on Clinical Coordinator positions for Spring 2023. 3. Susan Holland went over the meeting held on November 17, 2022. She felt the faculty made good progress.   She and others meet with our Jay Hates from HESI and it was determined that the roll out for wasn’t a good start for FSW. Reminded us this is a learning curve for all. It was suggested that HESI come in person to train faculty and staff, as well as students. |
| 1. **Resources** 2. Simulation Orientation for New Students/Staff | Tabled for December 6, 2022 Meeting |
| 1. **Outcomes**   A. HESI Live Review Update | Michelle Sherman gave an update on the RSVPs for HESI Live Reviews in December.  40 in person, 49 online which is a total 89. 56 students have not signed up. |
| **Other Business** | Discussion was had on student issues that had occurred since last meeting. |
| Open Forum | Math- Students weren’t prepared in courses. Suggested that we have 10% math question per exam, to better prepare students.  Medical Terminology- Students need to learn more described words. Suggestions was to add or recommend student get a medical terminology pamphlet from amazon. Cost: 46.95 Sarah Hamula will add this to the acceptance letter. |
| **Parking Lot:** | 1. Faculty Positions Sept 27 meeting 2. HESI – set up through FSW to have payment built into course fees (Happens Fall 23) 3. PassPoint for level 4 – evaluate for possibly incorporating into curriculum -Fall 22 is last time it will be provided free to student from Lippincott 4. Returning didactic Traditional courses back to ground courses, Spring 23 5. Student Surveys |