**Date: December 6, 2022, 2022 Facilitator: June Davis** **Minutes: Michelle Sherman**

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| **Topic** | **Presenter** |
| Call to Order: | June Davis |
| Attendance: | Susan Holland, June Davis, Lisa Fox, Carrie Carty, Mariel Goldrick, Jenn Ortiz, Judy Sweeney, Joanne Sabo, Michelle Sherman |
| Minutes from: October 22 & November 8, 2022 needs approval | Minutes from 0ctober 18, November 8th & 18th were approved by all in attendance. |
| Campus Reports: | Collier Campus:   * Hired peds adjunct for lecture * Need a med/surg clinical instructor * Still have a few holes to fill   Charlotte Campus:   * Things are coming to an end for the semester. * Trying to filling holes with the Spring schedule * Need for more CAs.   Lee Campus:   * Same as the Charlotte Campus. * Level 4 Days all successful. * OB Clinical @ Cape Hospital * Shell Point & Cape Hospital for Nursing 1 clinicals for Spring Semester. |
| **Business:** |  |
| 1. **Mission and Administrative Capacity** | N/A |
| 1. **Faculty and Staff** 2. Faculty Updates | * Carrie Carty & Betsy Rychlewski resigned * Received approval for 2 Lee Faculty * Adjuncts can have more than 12 load, just needs approval. * J. Davis will follow up on what type pf master is needed to be an adjunct. * CAs can work more than 25 hrs., no more than 30 in a 12-month period. |
| 1. **Students** 2. Pinning 3. Level 4 GPAs/Awards for Pinning | Pinning:   * Wednesday, December 14th @ the Arena * Everything set, Finalizing details   Level 4 GPAs: Discussion was had on who receives Academic Excellence. It was decided 4.0 GPA will receive award. |
| 1. **Curriculum** 2. Spring Faculty Schedule 3. Spring Clinical Schedule | June Davis went over the Spring Faulty schedule and asked about each campus clinical schedules. There are still needs for both and will be worked on to fill in before the break, |
| 1. **Resources** 2. Simulation Orientation for New Students/Staff | Dr. Buhain would like to have a 3-hour orientation for all incoming students. It was decided to have him attend the ASN all faculty & staff meeting to address. |
| 1. **Outcomes**   A. HESI Live Review Update | As of this meeting, 132 out of 144 students have RSVP for either the in person or online review. |
| **Other Business:**   1. Student Issues | Current student issues were discussed |
| Open Forum |  |
| **Parking Lot:**   1. HESI – set up through FSW to have payment built into course fees (Happens Fall 23) 2. PassPoint for level 4 – evaluate for possibly incorporating into curriculum -Fall 22 is last time it will be provided free to student from Lippincott 3. Returning didactic Traditional courses back to ground courses, Spring 23 4. Student Surveys |  |