

April 14, 2023 RN-to-BSN Program Meeting Agenda & Minutes

Department of Nursing; School of Health Professions							
Attendees							
<input checked="" type="checkbox"/>	Prof Martha Jenner	<input checked="" type="checkbox"/>	Dr. Kathy Blades	<input checked="" type="checkbox"/>	Bobby Holbrook, Prog. Director	<input checked="" type="checkbox"/>	Guest – A. Johnston – BSN Student
<input checked="" type="checkbox"/>	Prof. Shawn Steiner	<input checked="" type="checkbox"/>	Prof. Hope Goodwin	<input checked="" type="checkbox"/>	Dr. Susan Holland, Asst. Dean	<input checked="" type="checkbox"/>	Guest – Dr. Joseph van Gaalen
<input checked="" type="checkbox"/>	Dr. Marsha Weiner	<input checked="" type="checkbox"/>	Prof. Gayle Deane	<input checked="" type="checkbox"/>	Dr. Tami Such, Dean, SoHP	<input checked="" type="checkbox"/>	Dr. Lisa Fox
<input checked="" type="checkbox"/>	Dr. Julianne Settanni	<input checked="" type="checkbox"/>	Sarah Hamula, Advisor	<input checked="" type="checkbox"/>	Roseann Wecera	<input type="checkbox"/>	

Minutes for review and approval
03-10-2023 Meeting Minutes ___ approved <u> X </u> approved with edits ___ not approved; returned for edits

	ACEN Standard	Agenda topic – (Presenter)	Discussion/Minutes	Person Responsible/Due Date
1.	Administrative Capacity and Resources	A. Introduce guests	Aaron Johnston, RN-to-BSN Student guest.	N/A
		B. Measuring Nursing Student Learning Outcomes with Canvas course shell features (Dr. Joseph van Gaalen)	Gave a presentation for 30 minutes using Canvas course features and measuring tools. His Department is willing to help the Nursing Programs put measurement of SLO together using these tools. Faculty just needs to reach out. Dr. van Gaalen willing to meet again with faculty. Dr. van Gaalen discussed grading rubrics and assuring they are consistence and specific in criteria for grades. If a there are ambiguous areas redefine scoring parameters. Inservice video link - https://fsw.zoom.us/rec/share/EIWnaFzJk2V5SSDd5O1KaLVYOtp3AVLKVgGG0wB9Bbs8iziSlvOnxmMcxxSg0E2C.ZpVhjSWkRuCMnV0u?startTime=1681487736000 Passcode: S8t33ud*	Department of Nursing Faculty to request assistance if needed.
		C. Associate Dean Address – Update on ASN Curriculum (Dr. S. Holland)	Dr. Holland – Thanked everyone for all the hard work this term. Dr. Such- “Hearing all the progress you have made. Continue the great work.”	
		D. SoHP 3-28-23 meeting highlights	B. Holbrook - shared screen with SoHP meeting agenda: New hire/search update; Dr. Fox publication; Retirements Professor Lambert; Dr. Hayes presented– Buc Care updates; budget planning updates, course fee requests; workforce newsletter submissions (add student stories and re: Sigma induction, reach out to Whitney Ryne), Pearson Vue update – need funding for resources, NCLEX and TEAS; Upcoming RFP for Program Expansion/New Program Development – 19.3 million grant, 2 month’s time for submitting proposal	Schedule Dr. Hays to present at Department of Nursing Meeting regarding BUCS Care

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2.	Faculty	RN-to-BSN Faculty Workshop – 04-14-23 0900 – 11:30	<p>Professor Gayle Deane reviewed NUR 3870 Informatics for Health Care Professionals. Reviewed items that are QM</p> <p>Discussion ensued on RN-to-BSN students not buying APA 7th ed. Manual. Discussed what proof of student having the Manual (Photo, Quiz, specific page of Manual, Follett Access – book bought with tuition,</p> <p>Discussion about how to determine that a student takes NUR 3805 Professional Roles & Dimensions and NUR 3870 Informatics for Health care Professionals as the first two courses in the RN-to-BSN curriculum and if course is dropped, students cannot register for any other courses until these courses are complete. Should NUR 3805 and NUR 3870 be co-requisites of each other? Should NUR 39805 and NUR 3870 be prerequisites for NUR 4165 Research, NUR 4636 Community Health and NUR 4827C Leadership? To be discussed further.</p> <p>Professor Gayle Deane also discussed “development shells” not being available for online courses, instead need to be Master Courses. Master Courses can be developed by faculty who are paid to develop the courses or department owned – faculty are not paid. With the second one, course shells can be updated by lead faculty if needed.</p> <p>RN-to-BSN debriefing schedules to be schedule by course leads and all faculty and B. Holbrook to be invited. Debriefing forms to be completed by course leads.</p> <p>Simple Syllabus discussed – not definite yet for appearance of Simple Syllabus and what will be included in content. Further training sessions to be scheduled by TLC over Summer.</p> <p>Discussion about grading rubrics and consistency in grading assignments.</p> <p>Discussed Mastery SLO assignments in each course.</p> <p>Saturday, May 13 all day workshop agreed upon by Faculty.</p>	BSN Faculty – May 13, 2023 Workshop Day
		Textbook changes for Fall 2023 (B. Holbrook)	<p>Change Health Assessment textbook since there is a new edition. Hope Goodwin is arranging a meeting with Christie Mignot with Wolters Kluwer to review Health Assessment text and CoursePointe.</p> <p>Prof. Goodwin is working with the Library to get the Bates video back.</p>	

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3.	Students	A. Advisor Address (S. Hamula)	I have been meeting with students; reaching out re: early alerts; students are registering for Summer and Fall courses. Last Friday was the Fall Kick Off meeting that all advisors attended and student Johanne Abraham was on panel communicating re: her path to becoming a BS Nurse. They asked Johanne to speak to the students at the ASN orientation. Nursing Program is the number one program students new to the college identify as wanting to enter at FSW.	Informational
		B. Summer Admission Profile (S. Hamula)	Summer semester - 74 students applied for Summer, 52 accepted, 29 are registered. Reaching out to students who have not registered for classes yet. Fall semester - 19 students applied Will put a message on the Forum to encourage students to register for Summer and Fall. Resolved the problem re: missing application evaluation fee, students have to fill out the form that is shown when they click on the link from their application acknowledgement email.	Informational
		C. RN-to-BSN Student Orientation Canvas sit and Live Synchronized Orientation (Profs. H Goodwin & M. Jenner)	Profs. Goodwin and Jenner are going to survey current students to ask what they would like to have included in orientation and request suggestions. They would like to add a Zoom video from librarians on how to search the Nursing databases to included in orientation to RN-to-BSN Program.	Profs. Goodwin and Jenner to request video
		D. Students applying for admission just below GPA or 1 class short out of the 5/9 rule (B. Holbrook)	Admission criteria – students need 5 completed out of 7 lower level Gen Ed in order to be accepted and also have 60 transferrable credits. Discussion ensued about students that are close to admission criteria.	Informational
		E. Guest student address – (Aaron Johnston)	Thanked everyone for allowing him to participate in meetings. He has learned much about what happens behind the scenes to make a Nursing Program work.	N/A
		F. Student Petitions	none	N/A
4.	Curriculum	A. Simple Syllabus (Prof. M. Jenner)	Discussed in Workshop earlier; separation of weekly or module schedule.	Watch for Summer training.
		B. APA exercises for beginning RN-to-BSN classes – continue discussion of Rubric for APA grading and assuring students have textbook (Prof. G. Deane)	Come up with common rules how to grade. Be clear on our expectations. Grading rubrics need to be precise and not leave room for difference in how to interpret between faculty. Discussions took place	Faculty to continue to discuss and bring recommendations to next meeting.

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		C. Consistency of Syllabi (Faculty)	See notes from AM RN-to-BSN Faculty Workshop.	N/A
		D. Spring '23 Course Debriefing schedule (Faculty)	See notes for AM RN-to-BSN Faculty Workshop.	N/A
		E. NUR 3805 Professional Roles and NUR 3870 Informatics as first two courses in RN-to-BSN Program	If student is in first term can we make them a co-req for each other? There can be an exception and give students permission for an override for these 2 courses if they needed it. Held discussion for what courses should have NUR 3805 and NUR 3870 as prereqs. Warrants further discussion.	Faculty to bring suggestions to next meeting.
5.	Outcomes	No business	None	
6.	Announcement	Community of Interest Advisory Meeting – April 28, 2023 1p-2p	Having meeting today to go over the slides and agenda after Department of Nursing meeting.	Members planning COI Advisory Meeting

Action Items / Unresolved Issues			
Item	Owner	Due	Status
FSW Curriculum Proposal: NUR 4827C Leadership in Nursing Practice, 5 credits to 4 credits; NUR 3066C Adv. Health Assessment from 3 credit to 4 credits.			
Notice in Combined Nursing Student Handbook regarding out-of-state students and Practice Experience / Student acknowledgement of need to register for FSW alerts / Student Colloquium (Form)			
Leadership student & Liability Insurance - update			
Adjourn – 1:58 pm			