

## February 9, 2024 BSN Agenda and Minutes

| Department of Nursing; School of Health Professions |                     |                          |                               |                          |                                    |                          |                              |
|---|---------------------|--------------------------|-------------------------------|--------------------------|------------------------------------|--------------------------|------------------------------|
| Attendees   |                     |                          |                               |                          |                                    |                          |                              |
| X   | Prof. Hope Goodwin  | X                        | Dr. Kathy Blades              | X                        | Bobby Holbrook, Prog. Director     | x                        | Briana Braddock, BSN student |
| X   | Prof. Shawn Steiner | <input type="checkbox"/> | Dr. Julianne Settanni         | <input type="checkbox"/> | Dr. Susan Holland, Asst. Dean (SH) | <input type="checkbox"/> | Guest                        |
| X   | Dr. Marsha Weiner   | <input type="checkbox"/> | Mary (Lulu) Mondello -excused | <input type="checkbox"/> | Dr. Tami Such, Dean, SoHP          | <input type="checkbox"/> | Guest                        |
| X   | Prof. Gayle Deane   | X                        | Sarah Hamula, Advisor (Sha)   | <input type="checkbox"/> | Meghan Jewell, BSN student         | <input type="checkbox"/> | Guest                        |

| Minutes for review and approval  |
|--|
| Meeting Minutes 1/12/24 <u>X</u> approved <u>  </u> approved with edits <u>  </u> not approved; returned for edits |

|    | ACEN Standard                         | Agenda topic – (Presenter)   | Discussion/Minutes   | Person Responsible/Due Date |
|----|---------------------------------------|--|--|-----------------------------|
| 1. | Administrative Capacity and Resources | A. Minutes Review from 1/12/24                                     |  |                             |
|    |                                       | B. Associate Dean Address: Dr. S. Holland                          | Summer course schedule complete with faculty assignments   |                             |
|    |                                       | C. FCNEA BH  | B. Holbrook will email minutes when received   | BH – 3/8/24                 |
| 2. | Faculty                               | A. BSN Course debriefing - workshop                                | <b>2022-2023 NUR 3655 Multicultural Nursing Course Evaluation Tool – Handout #1</b><br><b>Deadline for debriefing forms March 1<sup>st</sup>.</b>  | Faculty / 3/1/24            |
|    |                                       | B. Course Review – crosswalk; SLO, Topic outlines, ect. - workshop | Master Rubric Discussions Final – Handout #9<br>2024-02-08 Guidelines for Discussion Final – Handout #3<br>2022-2024 RN-to-BSN Program Curriculum Crosswalk OLD 02-08-2024 – Handout #2 A<br>Reviewed above documents for rubric guidelines for Discussions in BSN courses.<br>Reviewed current curriculum cross walk for Introductions, Reinforcement and Mastery of current SLO. | Faculty – 3/8/24            |
|    |                                       | C. Summer Schedule   | Faculty completed Summer Schedule for faculty selection  | completed                   |
|    |                                       | D. Discussion standardization                                      | AACN Baccalaureate Essentials 2008 – Handout #7 – Reviewed and discussed by faculty to be used in writing the self-study report for Jan. 7, 2025.  |                             |

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|----|------------------------------|---|--|---|
|    |                              | E. Simple Syllabus template   | 2024-02-08 Simple Syllabus Template – Handout #4 – reviewed and approved by faculty.   | Faculty to with future BSN syllabi entry into Simple Syllabus |
|    |                              | F. Course review and course leads– Faculty                              | See 2024 – 2- 8 Fall BSN course leads – Handout #6 – Reviewed and reviewed by Faculty after a few adjustments made to master list.   |   |
|    |                              | G. Forms needed updating  | Statement on Confidentiality and Dissemination of Client Information – Handout # 10<br>Internet and Computer Code of Ethics and Student Conduct Form – Handout # 8   | MW 3/8/24   |
|    |                              | H. College Curriculum Committee Submission for BSN                      | See 2024 -2-8 RN-to-BSN Program Change in CLOs and EPSLOs w Gen Eds for AY 2024-25 Final Handout #5 – submitted to Curriculum committee and approved   | Approved for Fall 2024 college catalog                        |
| 3. | Students                     | A. Advisor Address: SH BSN Advising                                     | No update at this time.  | ----  |
|    |                              | B. Student Petitions – X1 - SHa   | CR – had 3 W/D; 2 failures and 1 withdraws – Faculty approve student reinstatement after student reapplies to BSN Program. BH to notify and encourage student to pace courses with other responsibilities and speak to course faculty as soon as she falls behind or has issues.                 | BH / Feb. 9, 2024.  |
|    |                              | C. Spring NUR 4827C Leadership in Nursing Practice BH                   | FCNEA update – BH provided what some RN-to-BSN Program directors shared at FCNEA – one program stopped doing out of state clinical affiliation agreements; allow students to shadow leaders via Zoom – Another program volunteered that practice experience projects need to be patient centered |   |
|    |                              | D. Policy or guidelines for students attending DON meeting – update –SH | Dr. Holland to present at DON meeting on 3/8/2024  | SH 3/8/23 DON meeting.  |
|    |                              | E. Student guest voice  |  |   |
| 4. | Curriculum – See Faculty A-G |   |  |   |
| 5. | <b>Outcomes</b>              | Tabled for March Meeting  |  |   |
|    |                              |   |  |   |
| 6. | <b>Announcement(s)</b>       |   |  |   |

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| Action Items / Unresolved Issues/Continuing topics   |       |     |        |
|--|-------|-----|--------|
| Item   | Owner | Due | Status |
| 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 - BH  |       |     |        |
| NUR 4827C Leadership... patient-centered project (Dr. J. Settanni & H. Goodwin)  |       |     |        |
|  |       |     |        |
|  |       |     |        |
|  |       |     |        |
| Adjourn –  |       |     |        |