April 12, 2024 BSN Agenda

Department of Nursing; School of Health Professions							
Attendees							
X	Prof. Hope Goodwin	X	Dr. Kathy Blades	X	Bobby Holbrook, Prog. Director	X	Sean Ramsay – BSN student
X	Prof. Shawn Steiner	E	Dr. Julianne Settanni	E	Dr. Susan Holland, Asst. Dean (SH)		Guest
X	Dr. Marsha Weiner	E	Mary (Lulu) Mondello -excused	E	Dr. Tami Such, Dean, SoHP		Guest
X	Prof. Gayle Deane	X	Sarah Hamula, Advisor (Sha)				Guest

Minutes for review and approval
Meeting Minutes 3/8/24 ___ approved   __ approved with edits __x_ 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 3/8/2024and introduction of guests	Sean Ramsay is attending the BSN and DON meeting today. Dr. Holland is unavailable.	Informational
		B.	Associate Dean Address: Dr. S. Holland	Dr. Such is unable to attend today's meeting.	Informational
		C.	FCNEA BH	FCNEA and FOASN sponsored a free Faculty Conference Day, 'Save the Date,' on Friday, June 14. There is no cost to faculty. Topics include AI in Nursing Education, Updates in Best Practices in Online Teaching, "Student Readiness," and "New Faculty Mentoring."	Informational
2.		D.	BSN Faculty Position update - BH	We will wait until after July 1 to post.	BH 7/1/2023
3.	Faculty	A.	BSN Course debriefing -	**Nsg. Research is being reevaluated –review of content; Prof. Roles is being reevaluated, using document Course Outcome with related assignment then related to EP SLO to finish the debriefing form; Curriculum Crosswalk with AACN Essentials, Core Competencies, 2/9/2024 to map the assignment.**	All Faculty Aug 2024 meeting
		B.	ACEN Self Study	Need narratives written for each of the criteria that pertain to the BSN Program, esp. Standard 4; Criterion 4.7 (Marsha). Faculty will complete the workshop day in Fall 2024, September.	BSN Faculty for Sep 2024 workshop day
		C.	Course Master Deadline	The deadline for submitting BSN course Simple Syllabus is April 12 for Fall 2024	Informational

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		D. Grading standardization with Rubrics	Discussion of the importance of having consistency with grading rubrics in all courses unless the discussion/assignment is unique and requires its unique grading rubric, i.e., Shadow Health G. Deane presented a 50 pt. Discussion grading rubric template, which faculty reviewed, made updates and agreed to implement for all courses in Fall 2024. Scholarly Paper and PowerPoint Grading Rubrics appear to be consistent for all courses.	All Faculty are to use the Discussion rubric approved 4/12/24 in courses where applicable.
		E. Discussion standardization	Master Courses are developed for each course in our program, standardizing course appearance and format.	Fall 2024 BSN course redesign – all BSN Faculty
		F. Simple Syllabus standardization / Course Schedule	Simple Syllabus format was reviewed. There are sections where the faculty-approved narrative for the BSN Program can be added and locked by B. Holbrook. This will provide consistency for all courses. Where information is specific to the course, a document will be developed with instructions for what to add to the Simple Syllabus each time the course is taught. This document will be uploaded to the instructor section of the course. This will provide the necessary information for completing the Simple Syllabus for any professor teaching the course.	Standardized location and format of BSN course beginning Fall 2024
		G. PowerPoint Rubric Master	See above under Section D.	
		H. Forms needed updating	Statement on Confidentiality and Dissemination of Client Information – Handout # 10 Internet and Computer Code of Ethics and Student Conduct Form – Handout # 8 M. Weiner is working on how to format the documents so students can e-sign them.	MW Fall 2024 rewrite forms.
		I. COI Meeting	M. Weiner and J. Cousino will lead the COI discussion for the ASN and RN-to-BSN Programs.	Fall 2024 COI Meeting
		J. Curriculum Mapping Old and New / Curriculum Committee of EPSLO and CO document	M. Weiner will be reviewing the curriculum mapping to make sure the current and updated mapping are complete.	MW to compare and report back Aug or Sep 2024 meeting.
		K. Need assignment mapping to CO	Once the document with Course Outcomes (CO) is updated, faculty will identify the assignment(s) that support achievement of each CO.	Fall 2024 – all faculty
4.		L. Faculty Profile Table	A copy of the Faculty Profile Table was reviewed. Faculty have already completed the table and submitted it to the Faculty/Staff/Adjunct/Clinical Associate Orientation Module for ASN and BSN Canvas course.	Faculty Profile Table completed and sent to ACEN Standard 2/3 committee

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5.	Students	A. Advisor Address: SH BSN Advising	Summer 2024 and Fall 2024 admission update.	Informational
		B. Student Petitions – no petitions	No petitions presented	-
		C. Student Representatives	No student representatives present at meeting.	-
4.	Curriculum – BH	A. Proposed BSN curriculum	No changes offered this meeting	-
5.	**Outcomes**	SPE Outcome and ELA	BH will present summary of SPE Outcomes and ELA Fall 2024 Aug or Sep meeting once compiled for Faculty review.	BH Fall BSN Meeting SPE / Outcomes Report
6.	**Announcement(s)**			

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.			Marsha updated booklist in April 2024 and updated new editions.
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 –			