**AGENDA and MINUTES**

**ASN Meeting**

**April 12, 2024**

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| Department of Nursing; School of Health Professions | | | | | | | |
| Attendees | | | | | | | |
| X | Dr. Susan Holland, Asst. Dean (SH) | X | Dr. Mary Lewis, P. Director ASN (ML) | X | Janice Cousino, Chair ASN (JC) |  | Cheyenne Brown, Faculty (CB) |
| X | Lori Canty, Faculty (LC) |  | Brett Clinton, Faculty (BC) | X | Debra Ebaugh, Faculty (DE) |  | Mariel Goldrick, Faculty (MG) |
| X | Julissa Gonzalez, Faculty (JG) |  | Valerie Hahn, Faculty (VH) | X | Kathleen Hearn, Faculty (KH) | X | David Logan, Faculty (DL) |
| X | Angela Marchionni, Faculty (AM) |  | Collen Moore, Faculty (CM) |  | Kelly Murphy, Faculty (KM) | X | Sandra Oestrike, Faculty (SO) |
|  | Jennifer Ortiz, Faculty (JO) | X | Samantha Patenaude, Faculty (SP) | X | Nora Stadelmann, Faculty (NS) |  | Judith Sweeney, Faculty (JS) |
|  | Stephanie Syska, Faculty (SS) | X | Tiffany Thomas, Faculty (TT) |  | Margaret DeBari, Adjunct (MB) |  | Amanda Dennis, Adjunct (AD) |
|  | Samantha Egbert, Adjunct (SE) |  | Rachel Henderson, Adjunct (RH) |  | Margaret Milford, Adjunct (MM) |  | Jessica Palumbo, Adjunct (JP) |
|  | Christina Sandu, Adjunct (CS) |  | Ashley Shopp, Adjunct (AS) |  | Betty Weilliver, Adjunct (BW) |  | Julie Best, Clinical Cood., (JB) |
|  | Linda Riegel, Clinical Cood. (LR) |  | Melissa Hitch, Lab/Sim Mgr (MH) |  | Arlene Williams, Cood. Lab/Sim (AW) |  | Jynell Kingsberry, Advisor (JK) |
|  | Joanne Sabo, Advisor (JS) | X | Andrea Rediger, Adm Asst (AR) |  | Michelle Sherman, Adm Asst (MS) |  | Ashrith Varidhireddy, Adm Asst (AV) |

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| **FSW Resources** |
| 1. [College Operating Procedures](about:blank) (COPs) - This is a great site to check to see if there is a COP for FSW information. There is a wealth of information on the website but you may have to do some searching in the left menu. You can also access the COPs in the left menu of the FSW 2023-2024 Catalog website.  2. FSW 2023-2024 Catalog: [Florida SouthWestern State College - Acalog ACMS™ (fsw.edu)](about:blank) – Another good resource for information on Programs of Study, Course Descriptions and Information, Admissions, Academics and Academic Polices, Technology Help Desk, Financial Aid, Student Records, Student Affairs, General Education Program Guide, etc.  3. FSW Job Descriptions**:** [Job Descriptions | Human Resources & Organizational Development | Florida SouthWestern State College (fsw.edu)](about:blank) |

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| **Adjourn 0845** |
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| Agenda Topic & Presenter | Discussion/Minutes | Person Responsible/Due Date |
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| **Dr. Holland**   * Announcements * Clinical * Students * Admissions | **Announcements**   * New Interim Program Director: Dr. Mary Lewis   **Clinical**   * Waiting on the return of the SOS. They need a tool to tell how students feel how the clinical works. * Do not have feedback for clinicals at the moment.   + (SO) does a reflection journal for her students which might help in designing a standardized tool   + Lee Health conducts a survey each clinical through a QR code but not sure if the students are completing this every time.   Students   * Faculty seeing a lack of motivation with students. More students are being kicked out after 90 days because they are not reading or following instructions. * NCLEX does throw out questions. * TEAS test needs to be completed prior to admission which requires prerequisites of ANP, Humanities, Gen Eds. * (DE) is finding fewer and fewer of the students are prepared for the evening/weekend classes. * During appeals, committee discusses student situation and current policy. Policy was to have student wait a year for reapplication.   **Admissions**   * Discussion about including a writing sample in the application. * Perhaps go back to doing interviews with more pointed questions that are relevant to the program. * Sometimes Dean or higher will override committee decision. * Possibly include the TOEFFEL test for students who are struggling with English. There are community free classes to help with English literacy. |  |
| Dept Chair, Janice Cousino   * Admissions * Online Didactic Courses * Syllabi Revison for Fall 24 * Course Tools * ACEN * Professional Identity * ACEN Midterms | Admissions   * Concern about a dip in admissions and if we are unable to fill the quota.   Online Didactic Courses   * Discussion about blended classes. Need to look at the catalog to see if classes are listed so we can present the class with Zoom and in-person instruction. Need to be consistent across the campuses. * By state guidelines this program must be completed in 4 semesters and not 5 semesters.   **Syllabi Revision for Fall 2024**   * Based on ability to teach the objectives there may be some flexibility * In-person learning that is necessary could be done during sim but that may not happen because the sim team have a full agenda during their time. Faculty have no input on the sim. * Regarding syllabi, previously course master could be done by course lead but now it is the program director. * All sections will be open to update course information up to 45 days prior to semester start. Steve Bianci can update after this cut-off.   **Course Tools**   * IV insertions had the wrong app from Lippencott but the rep updated us. JC has the correct ISBN to use. * Head-to-Toe may be available by fall. Students will have to buy this module.   **End of Semester Data Collection for ACEN**   * Individual faculty will need to submit data from course. Faculty will need to enter the data. * Need outcomes for each assignment. Pick on student project and utilize Docucare   + Assessment/interpersonal   + Cultural project   + Information literacy * Lead Instructor needs to make sure these are done before the end of the semester. * Drop your data into the shared drive M:/Health Professions/DEPT OF NURSING/EPSLO Data/…by course * Need for each course and there a 6 sections of each course.   Professional Identity   * Faculty will pull data from ATI for a Summary Report and place into the shared drive under EPSLO. * Various examples to pull data   + CRN   + Clinical   + Professional Accountability   + Creighton – 1 tool be person * Need to determine what procedure happens in Sim, Creighton, Observation, and Debrief   + Mental Health – Linchen (sp?) 1 and Linchen (sp?) 2   + Maternity – need the N and the end * Some discussion about the distribution of administrative work between faculty and Sim team.   ACEN Midterms   * Look at who needs remediation and if they will make 3 by the end. * LC volunteered to revise the evaluation tool to show progression between the 4 levels using competency based tools. * Social determinant – Exam 2   + Professional Identity   + Competency Assessment * ACEN will have access to courses and examples 6 weeks prior to visit.   + ATI Video Case Study   + Student Examples * Preceptorship   + Quantify the assessment   + Need at least 3 examples with comments * Canvas   + Use Summary Report to see overall results per questions.   + If necessary contact Van Gaalen. Will need CRN.   + Need analysis of data and plan for improvement. |  |
| Break Out Groups | Break Out Sessions   * Faculty broke out into individual groups to discuss courses for assessment. |  |

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| No official adjournment. When Break Out Groups finished discussion, they left for lunch. Since no other business was planned, the meeting did not reconvene after lunch. |