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

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| Minutes for review and approval |
| **Meeting Minutes 2/9/24 \_\_\_ approved \_x\_ approved with edits \_\_\_ not approved; returned for edits** |

|  | ACEN Standard | Agenda topic – (Presenter) | Discussion/Minutes | Person Responsible/Due Date |
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|  | Administrative Capacity and Resources | 1. Minutes Review from 2/9/2024and introduction of guests | 2/9/2024 Meeting minutes reviewed and approved with edits. | BH |
| 1. Associate Dean Address: Dr. S. Holland | No address this meeting | ---- |
| 1. FCNEA BH | FCNEA and FOADN Sponsored free Faculty Conference Day Save the date is Friday June 14. No cost to faculty. Topics include: AI in Nursing Education, Updates in Best Practices in Online teaching, “student readiness” and “new faculty mentoring.” | Informational |
|  | Faculty | BSN Faculty Position update - BH | We will wait until after July 1 to post if position needed by BSN, if not will give to ASN Program. | BH / SH |
|  | Curriculum | 1. BSN Course debriefing - | **Debriefing of BSN courses to be done by course faculty before end of ‘April .** | BSN Faculty debriefing forms due 4/30/24 to BH. |
| 1. ACEN Self Study | Need narratives written for each of the criteria that pertains to BSN Program, esp. Standard 4; Criterion 4.7 (Marsha) | BH to write draft of criterion 4.7 by end of April 2024. |
| 1. Course Master Deadline | April 12 is deadline for course masters to be done for use in Fall 2024 | Faculty course leads / Co-leads. Apr 12, 2024. |
| 1. Grading standardization with Rubrics | Faculty further discussed the standardization of grading rubrics between BSN rubrics. Dr. Weiner shared rubrics. The faculty discussed items of standardization. Dr. Weiner took notes on changes. | Faculty for use in Fall 2024 course rubrics. |
| 1. Discussion standardization | AACN Baccalaureate Essentials 2021-22 guidelines – will help with writing SSR – Handout #7 – Faculty | BSN Faculty completion goal Apr 2024 for Fall 2024 use. |
| 1. Simple Syllabus standardization / Course schedule | Standardizations were completed in February 2023. Changes to be implemented in Fall 2024. | BSN Faculty. Ready for Fall implementation. |
| 1. PowerPoint Rubric Master | See this section D. | See above |
| 1. 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 | Faculty discussed changes, Dr. Weiner made changes on form in real time. |
| 1. COI Meeting | What does the faculty want us to cover regarding the BSN Program? Faculty made suggestions BH took notes – to make changes for PP slides.  M W. Lead the COI discussions.. | BH made changes to slides for COI Apr meeting. Dr. Weiner to lead COI discussion. |
| 1. Curriculum Mapping Old and New / Curriculum Committee of EPSLO and CO document | JS updated course mapping while faculty discussed updating. | JS created course map of EPSLO and assignments. |
| 1. Need assignment mapping to CO | JS updated course mapping while faculty discussed updating. | JS created course map of EPSLO and assignments. |
|  | Faculty | 1. Faculty Profile Table | This is to be completed and turned in to H.G. for ACEN Standard 3 documentation. | Faculty to send to HG for Standard 3. |
|  | Students | 1. Advisor Address: SH   BSN Advising | Summer 2024 70 applicants and Fall 2024 admission updates 10 to-date. | Informational |
| 1. Student Petitions – no petitions | No student petition | None |
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| 5. | **Outcomes** | SPE Outcome and ELAs | Postponed until next meeting. | To be continued. |
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| 6. | **Announcement(s)** |  |  |  |

| Action Items / Unresolved Issues/Continuing topics | | | |
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| 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) |  |  |  |
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| Adjourn – |  |  |  |