

ASN Nursing Meeting

January 9, 2026

1. Meeting 10:00 am to 12:00 pm – Lee Campus AA-168

X	Dr. Susan Holland, Dean	X	Dr. Mary Lewis, Associate Dean	E	Joseph Behr-Stenzel, P. Director ASN
	Vacant, Clinicals - Charlotte		Vacant, Clinicals - Collier	X	Shelly Callender, Clinicals - Lee
X	Shannon Parrish, Sim Charlotte	X	Robert Miller Sim Collier	X	Bridget Arredondo, Sim Lee
	Joanne Sabo, Advisor-ASN		Jynell Kingsberry, Advisor-ASN	X	Lexi Matos, Student Success Mgr
	Mary Mondello, Admin Charlotte		Marie Dare, Admin Collier	X	Michelle Sherman, Adm. Lee
	Andrea Rediger, Coord, Lee	X	Sandra Oestrike, Med/Surg Chair	X	Mariel Goldrick, Specialties Chair
	Cathy Bogar, ASN	X	Lorraine Canty, ASN	X	Valerie Dornema, ASN
X	Debra Ebaugh, ASN		Julissa Gonzalez, ASN	X	Dr. Donna Johnson-Byrd, ASN
X	Dr. Cindy Marshall, ASN	X	Lenora Maze, ASN	X	Dr. Sarah McGregor, ASN
X	Dr. Jennifer Ortiz, ASN	X	Samantha Patenaude, ASN	X	Monica Pedwell, ASN
	Dr. Michelle Rentas, ASN	X	Charlene Schwinne, ASN	X	Amanda Simmons, ASN
X	Nora Stadelmann, ASN	X	Stephanie Syska, ASN		Tiffany Thomas, ASN
	Guest(s):				

X -Present	E- Excused	Z – Zoom	A - Absent
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Minutes for review and approval

Meeting Convened @ 10:15 am	Meeting Minutes: Michelle Sherman
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Agenda Topic / Presenter	Discussion/Minutes
<p>Welcome!</p> <p>Introduction of New faculty and staff.</p>	<p>Dr. Lewis welcomed the Sim Team, the new Student Success Manager, and the 2 new FT faculty for Lee. Lexi Matos, Dr. Sarah McGregor, and Amanda Simmons.</p>
<p>10:15-10:45</p> <p>Department Chair Reports:</p> <p>Sandra Oestrike</p>	<p>Med Surge Chair</p> <ul style="list-style-type: none"> • Sandy raised concerns regarding challenges in Level 4 Adult Health II. A meeting will be scheduled for next semester and attended by all Level 4 faculty, including Shelly, to address scheduling, exam timing, and coordination of course content. All decisions must be finalized by February 13, as the fall schedule must be entered into Banner by M. Sherman. • There needs to be some updating on training materials in the lab. Biohazard needs to be updated; it's from 1990. • A discussion was held regarding a skills book for Fundamentals. S. Syska noted that ATI provides skills resources. It was decided to have ATI present to the faculty on how to access and utilize these resources.

<p>Mariel Goldrick</p>	<p>Specialties Chair:</p> <ul style="list-style-type: none"> • Students who were dropped due to various issues are being reinstated immediately. The handbook language will be revised to reflect this process more accurately. • The OB and Pediatrics first exams are scheduled on the same day. The exam schedule will be adjusted to ensure students do not have two exams on the same day. • A meeting will be held with all Level 3 course leads to review the fall testing schedule and ensure alignment of the third OB exam.
<p>10:45-11:00</p> <p>ATI Practice Tests:</p> <p>Lexi Matos, Dr. Mary Lewis</p>	<ul style="list-style-type: none"> • Lexi will meet with Madison to review additional ATI reports and resources and prepare to demonstrate ATI analytics and reporting tools to faculty. • Faculty, please share any additional or course-specific remediation resources with Lexi to support student success. • Lexi will schedule and conduct regular meetings (every 1–2 weeks) with at-risk students identified from the previous semester, with expansion to other campuses as needed. • Students will be encouraged to utilize ATI resources, flashcard features, and group study skills and time management sessions with Lexi will be considered. • Electronically send Lasseter (Creighton) scoring and reflection sheets to students for simulation; upload guidelines and scoring sheets to course modules.
<p>11:00-11:20</p> <p>Robert Miller, Bridget Arredondo, Shannon Parrish, Dr. Mary</p>	<ul style="list-style-type: none"> • The team discussed simulation planning and inventory management. They agreed to create a list of scenarios for each course within the next 2-3 weeks, with faculty members deciding on scenarios and sharing them with Bridget, Robert, and Shannon. Robert mentioned that microphones in simulation rooms on Collier have been fixed, and the simulator software has been updated. The team also discussed inventory management, including the need to reduce excess supplies and determine appropriate supplies for simulation backpacks. • Evaluate need for new simulation equipment (e.g., defibrillators, ECG stickers) and communicate big-ticket item needs to administration before budget deadline. • The meeting discussed ongoing efforts to improve student access to supplies and equipment, with students sometimes resorting to purchasing items online. • They plan to create a list of needed supplies for each level of nursing, with input from Level 1 and Level 2 faculty.

<p>11:20-11:30</p> <p>Shelly Callender, Charlene Schwinne</p>	<ul style="list-style-type: none"> • Follow up on drug testing and fingerprinting requirements and associated costs for new Clinical Assistants at Physicians Regional. • Reinforce expectations with students regarding HIPAA compliance and ensure students document clinical site placements as required by each facility. • Plan and schedule clinical makeup days following finals, with focused discussion on clinical coordination challenges, including student placements and Clinical Assistant (CA) coverage. • Address management of CA assignments and challenges in tracking clinical placements due to incomplete advisor lists and manual grade processing, emphasizing the need for improved organization of student information. • Review concerns related to CA work hours, noting that CAs may not exceed 25 hours per pay period and that hours must be accurately tracked and validated. • Conclude with updates on clinical coordinator hiring, placement limitations at Physicians Regional, and the need to ensure appropriate CA coverage and compliance with facility requirements.
<p>After lunch</p>	<p>Pinning Committee was set:</p> <ul style="list-style-type: none"> • Stephanie Syska • Donna Johnson-Byrd • Sarah McGregor • Michelle Rentas • Valerie Dornema
<p>11:45-12:30</p>	<p>Lunch on Your Own</p>
<p>12:30-1:00</p>	<p>Policies: Tardy/Late, Proctoring, assignments before final exam Academic Communication Form</p>
<p>1:00-2:00</p>	<p>Blueprints and Creating Test Questions</p>

Next ASN meeting is February 13, 2026 from 10:00am-12:00pm in AA-168.