

October 10, 2025 BSN Workshop & Meeting Minutes

School of Nursing							
Workshop and Meeting time 0930-1130 and 1200 - 1400							
Attendees							
	Prof. Hope Goodwin (HG) - excused		Dr. Kathy Blades (KB) - excused	X	Bobby Holbrook (BH), Prog. Director (PD)	X	Guest – Evette Yukich, RN - BSN Student
X	Prof. Shawn Steiner (SS)	X	Dr. Julianne Settanni (JS)		Dr. Susan Holland, Interim Dean (SH)		
X	Dr. Marsha Weiner – (MW)						
X	Prof. Gayle Deane – (GD)	X	Cassie Jindra (CJ). Advisor				

2025-00-12 Meeting Minutes ___ approved (by email) X__ approved with edits ___ not approved; returned for edits															
ACEN Standard	Agenda topic – (Presenter)	Discussion/Minutes			Person Responsible/Due Date										
Standard 1: Administrative Capacity & Resources	No business this meeting														
Standard 2 Faculty	No business this meeting														
Standard 3 Students	Fall application, qualifying, admission, and registering BSN Student numbers.	<p>CJ reviewed enrollment numbers and upcoming presentations, with Cassie confirming 82 applicants for the spring semester.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 15%;"></th> <th style="width: 15%;">Total # of Applicants</th> <th style="width: 20%;">Total # of Qualified but NOT admitted (defer/decline)</th> <th style="width: 15%;">Total # Admitted</th> <th style="width: 35%;">Total Admitted and Registered</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Fall 2025</td> <td style="text-align: center;">205</td> <td style="text-align: center;">141</td> <td style="text-align: center;">130</td> <td style="text-align: center;">69</td> </tr> </tbody> </table> <p>Faculty noted that only 69 / 130 (53%) admitted BSN students registered for Fall courses. CJ is working on contacting those who did not register for the course to determine the reasons. Faculty requested to know what percentage of current BSN students were registered for courses. CJ will report this information next meeting.</p>				Total # of Applicants	Total # of Qualified but NOT admitted (defer/decline)	Total # Admitted	Total Admitted and Registered	Fall 2025	205	141	130	69	<p>11/14/2025 CJ will update why the admitted student did not register with the faculty.</p> <p>11/14/2025 CJ will report the percentage of currently enrolled students who registered for courses in Fall 2025.</p>
	Total # of Applicants	Total # of Qualified but NOT admitted (defer/decline)	Total # Admitted	Total Admitted and Registered											
Fall 2025	205	141	130	69											
Standard 4	No business this meeting														

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<p>Outcomes</p>	<p>BSN SPE EPSLO (2022-23; 2023-24-2024-25)</p>	<p>The meeting focused on the collection and comparison of rubrics for SPE – EPSLO actions from 2022-25 for preparation for the recent ACEN site visit. The exit meeting peer evaluator stated they did not see compliance with the criterion for 5.1. They had reviewed the SPE provided and could not follow the documentation. The BSN faculty have been rewriting the SPEs from 2022-2025 to more clearly demonstrate measurement of EPSLOs over the last three years, and to provide evidence that the BSN program has been measuring EPSLOs all along and making appropriate curriculum changes as indicated.</p> <p>JS had previously reformatted the SEP format to be the same as the ASN Program SPE. What remains to be completed is the last column documenting reflected action taken, and where in the meeting minute documentation of the action taken by faculty was recorded. This updated review would be documented in the last column of the SPE. BH explained to the student guest that the nursing program recently underwent an ACEN reaccreditation visit and is working to clarify the BSN systematic plan of evaluation, which measures the end-program student learning outcomes, on-time completion rates, and graduate employment. JS is collecting and comparing rubrics from the past three years to identify any changes in curriculum resulting from EPSLO measurements.</p> <p>The group discussed the process of gathering and analyzing student feedback through surveys, with BH noting a recent change to use the exit survey instead of the 6-month postgraduate survey to measure graduate employment rate, since the overwhelming majority of BSN students are employed as registered nurses, and giving students the ability to do an exit survey should yield more responses than the postgraduate survey.</p>	<p>BSN Faculty to complete rewrite of SPE / EPSLOS and SPE Calendar for 2025-26 by 10/31/25.</p>
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	BSN SPE Calendar 2025-2026	GD & BH worked on a draft of the SPE calendar format for the BSN 2025-26 academic year.	BH to f/u on post-grad survey, sharing with faculty on the calendar10/17/25.
	BSN SPE Calendar 2025-2026		
Meeting adjourned at 2:20 pm.			