

Advisory Committee Fall 2015 Annual Meeting Minutes
 Associate Degree Nursing
 Room: Online/email
 Vernon College

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| CHAIRPERSON: none Due to lack of a quorum the scheduled meeting was cancelled. Information to be discussed at the meeting was presented via email and voting will occurred via Survey Monkey. | | |
| MEETING DATE: 3/24/2016 | MEETING TIME: Online/email | MEETING PLACE: Online |
| RECORDER: Melody Chandler | | PREVIOUS MEETING: 10/30/2016 |

MEMBERS PRESENT: MEMBER'S ABSENT: OTHERS PRESENT:

| Name, Title, Company | Name, Title, Company | Name, Title, Company |
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| N/A | | |
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AGENDA

| Agenda Item | Action, Discussion, or Information | Responsibility |
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| Welcome & Introductions | Information | Program Director |
| Purpose of Advisory Committee | Information | Dr. Gary Don Harkey or Shana Drury |
| Election of Chair and Recorder | Action | Program Coordinator |
| Approval of Minutes from the Last Meeting | Action | Chair |
| Old Business: (if any, otherwise type None) | Old Business or None | Chair |
| Continuing Business: (List if any, otherwise type None) | Continuing Business or None | Chair |
| New Business: | | Chair |
| Review program outcomes, assessment methods, and results | Information | Chair |
| Approve program outcomes and assessment methods | Action | Chair/Members Present |
| Review program curriculum/courses/degree pans | Information/Discussion | Chair |
| Approve program revisions (if applicable) | Action | Members present |
| Review SCANS and Gen Ed outcomes matrices | Information/Discussion | Chair |

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| Approve SCANS and Gen Ed outcomes matrices | Action | Members Present |
| Review verification course/exam of workplace competencies | Information/Discussion | Chair |
| Approval of course/exam of workplace competencies | Action | Members Present |
| Review student handbook | Information/Discussion | Chair |
| Approve changes (if applicable) | Action | Members Present |
| Program statistics: Graduates, majors, enrollment | Information/Discussion | Chair |
| Evaluation of facilities, equipment, and technology | Action | Members Present |
| Recommendations of selection and acquisition of new equipment and technology | Information/Discussion/Action | Members Present |
| External Learning experiences, employment and placement opportunities | Information | Chair |
| Professional development of faculty and recommendations (if applicable) | Information/Discussion/Action (if applicable) | Chair/Members Present |
| Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity) | Discussion/ Information | Chair |
| Serving students from special needs | Information | Chair |
| Adjourn | Action | Chair/Members Present |

MINUTES

| Key Discussion Points | Action, Discussion, or Information |
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| Welcome & Introductions | Mary Rivard, PhD, RNC-OB; Director of Associate Degree Nursing |
| Purpose of Advisory Committee | Dr. Gary Don Harkey or Shana Drury |
| Election of Chair and Recorder | Online (no quorum for scheduled meeting) |
| Approval of Minutes from the Last Meeting | Approved |
| Old Business: (if any, otherwise type None) | None |
| Continuing Business: (List if any, otherwise type None) | None |
| New Business: | |
| Review program outcomes, assessment methods, and results | <ul style="list-style-type: none"> Consider adopting online testing format and requiring students to have an iPad or laptop for testing purposes. We would look at beginning this in summer 2017. Consider adding Anatomy & Physiology content to HESI A2 entrance exam next year (2017). |
| Approve program outcomes and assessment methods | See Survey Monkey results: Online testing: 9 yes, 1 no Addition of A&P to HESI A2: 9 yes, 1 no |
| Review program curriculum/courses/degree plans | <ul style="list-style-type: none"> We frequently have generic applicants who have not |

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| | <p>completed all prerequisite courses by the end of June when the class is selected. Many of these students will complete these courses in the summer semester, before the program begins in the fall. In some cases the incomplete student will have more points (based on the Admission Point System: see attachment) than a student who is complete.</p> <ul style="list-style-type: none"> ○ Question: Do we hold spaces (5-10) until the end of the summer semester so we can re-evaluate those who have completed in the summer and rank them with those who have not yet been accepted (put on alternate list) but have fewer points? |
| Approve program revisions (if applicable) | <p>See Survey Monkey results: Hold spaces for high ranking students who are completing prerequisite courses: 9 yes, 1 no</p> <p>Follow-up from fall meeting:</p> <ul style="list-style-type: none"> • Changed RNSG 1205 to RNSG 1105 (0-4) and RNSG 1209 to RNSG 1309 (2-2) to comply with WECM (Workforce Education Course Manual), this should keep us at the 60 SCH AAS requirement |
| Review SCANS and Gen Ed outcomes matrices | Information/Discussion |
| Approve SCANS and Gen Ed outcomes matrices | Completed at fall meeting |
| Review verification course/exam of workplace competencies | Information/Discussion |
| Approval of course/exam of workplace competencies | Completed at fall meeting |
| Review student handbook | Information/Discussion |
| Approve changes (if applicable) | Completed at fall meeting |
| Program statistics: Graduates, majors, enrollment | <ul style="list-style-type: none"> • 2015 graduates: 81 completed the spring semester, 61 passed all course; 20 were required to repeat Community and the HESI Exit Exam in the summer, 18 passed, 2 failed • 2015 official NCLEX pass rate, 88.46%. At the Board of Nursing's January meeting, our status was changed from "Full Approval with Warning" to "Full Approval." • Current enrollment: 57 juniors, 78 seniors (35 LVN transition, 43 generic) • Summer LVN Transition class will be selected on April 13th. We have received 101 new applications and 5 readmission applications; 9 applicants are not qualified for a total of 97. • Generic class will be selected in late June. Thus far we have 65 applications. The application and testing deadline is April 30th. |

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| Evaluation of facilities, equipment, and technology | Completed at fall meeting |
| Recommendations of selection and acquisition of new equipment and technology | <p>Update:</p> <ul style="list-style-type: none"> • We are in the process of purchasing web cams for faculty and staff to allow for online communication for meetings and student interaction • Discussions have begun with Examssoft, a company that provides online testing tools, to determine the feasibility of using computerized testing for students. The company offers tools to maintain security, organize test banks including allowing for categorization into nursing process topics, QSEN competencies..., and provide for statistical analysis of tests and test items. The cost to students would be approximately \$35.00 per semester. Students would be required to pay the fee to the company directly rather than adding the cost to their fees. Students would be required to have either an iPad or a laptop and would bring the device to class on test days. We will need to purchase “backup” devices in case of device failure. • The simulation lab has received a newborn simulator. The newborn has been used in a scenario and is providing for effective learning experiences. |
| External Learning experiences, employment and placement opportunities | <p>Update:</p> <ul style="list-style-type: none"> • We have begun doing clinicals at Promise Hospital and House of Hope. We have had very good feedback from students and the facilities regarding their experiences. • The majority of clinicals continue to take place at United Regional but we are always looking for other sites. • We continue to use the Regional Simulation Center for many simulation experiences. They are able to provide “high fidelity” simulations where our lab is not. The recent NCSBN study indicated that up to 50% of clinical hours in a simulation setting proved to be effective when “high fidelity “ manikins were used. |
| Professional development of faculty and recommendations (if applicable) | <ul style="list-style-type: none"> • A representative from Unbound Medicine will be coming to speak with and update faculty on use of their “Nursing Central” application. This application contains many clinical resources. Students are required to purchase this application for use in the clinical setting. • Mary Rivard, Beth Arnold, Jennifer Hatley, and Amy Hamm attended the TOADN and TCCTA conferences in Houston. We were provided with information about national accreditation for schools of nursing and implementing a transition program for military veterans that would be similar to our LVN transition program. • Bobbie Graf will be attending and NCLEX Workshop |

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| | <p>presented by the Board of Nursing on April 1st.</p> <ul style="list-style-type: none"> Mary Rivard will be attending the Association of Women's Health, Obstetric and Neonatal Nurses' (AWHONN) national conference in Grapevine this June. |
| Promotion and publicity (recruiting) about the program to the community and to business and industry (gender equity) | <ul style="list-style-type: none"> We are sending out informational letters to those who have expressed interest in the program. GenTx will take place at Century City on April 29th. This day provides high school seniors the opportunity to visit colleges in Texas and begin the process of registration. |
| Serving students from special needs | <ul style="list-style-type: none"> We continue to offer tutoring sessions and providing special accommodations for those in need. We are in the process of assessing scholarship funding opportunities and are considering offering funds to those with low income backgrounds. |
| Adjourn | Action |

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| <p>PRELIMINARY SIGNATURE Melody Chandler</p> | <p>DATE May 4, 2016</p> | <p>NEXT MEETING Fall, 2016</p> |
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