

OLC Nursing Department

Faculty Meeting

Date: 5/12/16

Members Present: Jessica Zephier, Chair, Darcie Forster, Wendy Jacobson, Michelle Bruns 1:45 pm; **5/13/2016**: Jessica Zephier, Michelle Bruns, Robin White, Wendy Jacobson

Agenda: Commenced: 9am

Thursday 9-12

- 1. Organize/Aggregate/Discuss Data**
 - a. 2015-16 Annual Department Report
 - b. Individual course Assessment
 - c. 2015-16 Annual IER
- 2. 2016-2017 IEP/Analysis**
- 3. Student Handbook**
- 4. Discuss/finalize applicant admissions for fall 2016**
- 5. Readmission policy**
- 6. Dismissal letters**

| <u>Topic</u> | <u>Discussion</u> | <u>Action</u> | <u>Person responsible</u> |
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| 1. a. Gather Data, Analysis/Recommendations Annual Report | Annual report reviewed and updated with fresh data and analysis. | Finalize and submit annual report. | Jessica with faculty input |
| 1. b. Individual course Assessment: N223 | Assessment data for N223 was gathered, clustered, and analyzed. Recommendations for improvement were made. | Implement recommendations for next year and submit report. | Jessica and Wendy |
| 1. c. Annual IER | Data reviewed and analyzed for annual IER | Finalize report and submit. | Jessica |
| Adjourned 3 pm. | | | |

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| Friday 5/13/2016: 9am | | | |
| 2. Finalize IEP | Tabled till Fall | | |
| 3. Student Handbook update | Updated handbook: added cheating policy, and felony conviction information as it relates to licensure. | Update handbook with this information. | Jessica, Nicole |
| 4. Discuss/finalize applicant admissions for fall | Rapid City pre-nursing students were allegedly allowed to use cell phones during the TEAS test and there are accusations among them about cheating, they will all have to retest. | We will table the admissions until students retest. We are giving permission to Jessica to admit all students to meet the GPA and TEAS requirement. | Jessica and Faculty |
| 5. Readmission Policy | Handbook updated to reflect policy change for readmission: students must meet current requirements including TEAS test scores. | Unanimously voted make handbook changes. | Jessica, Nicole |
| 6. Dismissal Letters | Reviewed dismissal letters to be given to students in the event of withdrawal or failure other future options. | Approved these letters to be used in the event of student dismissal. | Jessica, Nicole |
| Adjourned 12 noon | | | |