



Committee: **Nursing**
 Type of meeting: **Regular Meeting**
 Date/Time: **October 18, 2016- 12:00 PM**
 Location: **Nursing Building**

Members Present: Michelle Bruns, Robin White, Jessica Zephier

Agenda Topic	Discussion	Action	Responsible	Time Due
I. Old business	Approval of September 2016 minutes			
	Returning student contract terms (TR)		Jessica	
II. New business	Nursing Workforce Diversity (NWD) grant due 11/14/16 – possible to purchase equipment (Tom Allen will update this week)	Equipment list sent to Tom for IHS grant will be used	Jessica	
	NU 313 Cultural Presentations – General Education artifact	Record presentations and submit Power Point	Jessica/Robin	
	PLO Assessment – rubric/ benchmark must be identified	Will check CNEA standards	Jessica	
III. Chair Report	Budget – class laboratory fees adjusted to meet needs		Jessica	
	IEP – possibly add one day per month for Assessment; consider moving department meetings to All Staff days to accommodate schedules.		Faculty	
	Co-curricular - Student Org Level I officers elected, first meeting at 1:00 today		Student Org	
	Tutors – need to fill out applications, evening classes Wed 5-8. Will provide assistance with mileage.	Inform interested students of mileage assistance.	Faculty	

IV. Retention	Current student issues		Faculty	
V. Adjournment		Meeting adjourned at 12:50		

