

**OLC Nursing Department
Faculty Meeting:
Date: 5/11/17, 5/12/17**

Members Present: Jessica Zephier, Chair, Michelle Bruns, Assistant Chair, Wendy Jacobson, Kelli Craven, Robin White

Agenda:

Thursday, May 11 Assessment Day

Organize/Aggregate/Discuss Data Related to:

1. 2016-17 Annual Department Report
2. 2016-17 Annual IER
3. Individual Course Assessment-Capstone Nursing
4. Finalize 2016-17 Annual Department
5. Finalize 2016-17 Annual IER (due on May 26,2017)
6. Finalize 2017-18 IEP/ATI analysis (curriculum updates)

Friday May 12 Assessment Day #2

1. Student Handbook Updates
2. Discuss/finalize applicant admissions for fall (2017)
3. Readmission Policy
4. Dismissal Letters

Commenced: 9:30am

<u>Topic</u>	<u>Discussion</u>	<u>Action</u>	<u>Person responsible</u>
1. IER	Stats reviewed and tabulated.	IER Updated.	Jessica and Faculty
2. Annual Department Report	Reviewed department report.	Updated departmental report.	Jessica and Faculty
3. Individual Course Assessment	Reviewed Capstone Nursing Course.	Recommendations made for the Capstone Course.	Kelli, Faculty

<p>Adjourned: 3pm</p> <p>5/12/2017, Commenced 9:30</p> <p>1. Student Handbook</p> <p>Other agenda items deferred</p> <p>Adjourned 12:00</p>	<p>Reviewed and revised student handbook.</p>	<p>Changes made to handbook.</p>	<p>Faculty</p>
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