

OLC Nursing Department

Minutes

Date: 09/11/2017 0800-0900

Members Present: Jessica Zephier- Chairperson, Michelle Bruns – Asst. Chairperson, Robin White, and Amy Hindman

Agenda:

- ❖ Approval of May 2017 Minutes
- ❖ New Business
 - HLC Mock Visit
 - HLC Assurance Review
- ❖ Chair Report
 - Budget
 - IEP
 - Co-Curricular activities
 - Retention
 - Other

| <u>Topic</u> | <u>Discussion/Conclusion</u> | <u>Actions</u> | <u>Responsibility</u> |
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| 1. Approval of May minutes | Michelle has not posted them since receiving them last spring | Michelle will post them and distribute them | Michelle |
| 2. HLC Mock visit | HLC Mock visit is scheduled for Sept 11& 12. Jessica is scheduled to be part of a group to meet with them at 1400 on the 12 th . | Jessica may have to call in if she is busy with students and their clinical preparations. | Jessica |
| 3. HLC Assurance Review | HLC Assurance Review scheduled for Oct. 2. Dawn has sent out a link for all | Review the Assurance Report prior to Oct. 2. | All |

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| <p><u>Budget</u></p> <p>4. Lab fees</p> <p>5. Student Org</p> <p>6. IEP</p> <p>7. Virtual ATI</p> | <p>faculty to review prior to their visit.</p> <p>Needs to review all lab fees to ensure that they will cover expense for the course. Fees needs to be adjusted very soon for spring courses. Include motel rooms, sim lab fees, lab supply replenishments, etc. Question was posed about funding Virtual ATI for all students – should it be factored into a lab fee? Capstone perhaps.</p> <p>Student Org for Level I and II needs to keep a very accurate accounting of their monthly cuff account for themselves and balanced against the records held at the business office.</p> <p>Assessment Days are scheduled for Dec 7-8. The course to be assessed this semester is N317 – Adult Health Nursing I. Revised GenEd assessment schedule has not been circulated yet by Susanne Auer (GenEd Chair).</p> <p>Discussion held regarding</p> | <p>Plan and adjust lab fees for Spring courses very soon and get adjusted fees to Jessica. Pre-registration for Spring is 3rd wk of November.</p> <p>Students need to keep track of their own balance, deposits, and expenditures and encouraged to check on a regular basis and question any discrepancies.</p> <p>Plan the end of your semester accordingly for assessment days. Michelle will begin collecting course assessment date for N317. Jessica will finalize the Nursing Dept. self-study report upon Susanne’s completion of the revised GenEd assessment schedule.</p> <p>Other options will be review for</p> | <p>All</p> <p>Jessica, Nicole and students</p> <p>Michelle, Jessica and rest of faculty</p> <p>Jessica and anyone who has</p> |
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| | <p>whether or not to continue the use of ATI and the Virtual ATI program for remediation. ATI's newest policy is that they will only administer a predictor 3 times, then they are given a notice of "100% completion", even if they have not met at least a 90% probability of passing the NCLEX. One student felt she was not being tested over areas she knew she was weak in, and tested lower than the first time. Discussion also held regarding what needs to be done for students who have been out of school for more than 2 year and still have not tested, as we have more coming to us wanting to test and wanting help.</p> <p>Scrubs Camp will be in Kyle this year on Tuesday, Nov 7th. This is a camp designed to inform high school students about nursing and medical fields. Hosted by SDSU. To date four Level I students have signed up to participate and</p> | <p>remediation. Other school policies will be researched in regards to testing after school completion.</p> <p>Encourage students participation</p> | <p>time to research things.</p> <p>students</p> |
| <p>8. Scrubs Camp</p> | | | |

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| <p>9. Retention</p> | <p>represent OLC. Level II students will be in class all day on Tuesday.</p> | | |
| <p>10. Licensure fees</p> | <p>Level I students – have taken one test so far and a couple lab quizzes. Level II students have taken 2 exams in N317 – 5 early alerts have been issued. The NCLEX licensure fees that President Shortbull originally suggested, has agreed to cover the costs of paying for, only for the class of 2017, and only for 6 months after graduation. We still have 11 students remediating in preparation to test.</p> | <p>Michelle is tutoring when she can on Fridays. We may have a couple Level II students available to tutor Level I students as well. Perhaps notifying the remaining students of their shortened deadline will motivate them to study more.</p> | <p>Michelle and students</p> <p>Jessica and Michelle</p> |
| <p>Meeting Adjourned 0900</p> | | | |