

**OLC Nursing Department  
Minutes**

**January 18, 2018 – 1:00 p.m.**

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

**Agenda:**

Faculty Reports/Discussion

**Old Business**

- Approval of Nov & Dec 2017 Minutes
- Nursing Policies: Licensing Policy

**New Business**

- EnHip Meeting : March 29-30<sup>th</sup>
- Budget – defend faculty positions
- IEP- courses to assess
- SEP – working session
- Co-Curricular Activities:
  - Comprehensive Review
  - Loyola Peer Mentor Group
- Retention
- Other

<b><u>Topic</u></b>	<b><u>Discussion/Conclusion</u></b>	<b><u>Actions</u></b>	<b><u>Responsibility</u></b>
<ul style="list-style-type: none"> <li>• Meeting called to order at 1:00 p.m. by Jessica</li> </ul> <p><b>Old Business:</b></p> <ul style="list-style-type: none"> <li>• Approval of Nov &amp;</li> </ul>		<ul style="list-style-type: none"> <li>• Deferred pending</li> </ul>	Michelle

<p>Dec 2017 minutes</p> <ul style="list-style-type: none"> <li>Nursing Policies</li> </ul> <p><b>New Business</b></p> <ul style="list-style-type: none"> <li>EnHip meeting</li> </ul> <ul style="list-style-type: none"> <li>Budget – faculty positions</li> </ul>	<ul style="list-style-type: none"> <li>Proposed nursing program licensing policy and procedure discussed</li> <li>The EnHip meeting is scheduled for March 29<sup>th</sup>-30<sup>th</sup> at Meharry Medical College in Nashville, TN. Jessica is planning on attending. Trip is paid for by EnHip.</li> <li>Jessica was notified that we will be required to submit a defense for why we need to still have these 2 faculty positions if at least one has not been filled by the next BOT meeting. Discussed that the SDSBON requires that the Chair teach no more than 10-15% of her job – which was clearly pointed out on their last visit that Jessica was teaching too much at that time.</li> </ul>	<p>official completion and dissemination for review</p> <ul style="list-style-type: none"> <li>Deferred pending further review and discussion from faculty</li> <li>Dates have now been changed to March 28-29<sup>th</sup>.</li> <li>Wider area for advertising will be reviewed by Jessica with ad companies</li> </ul>	<p>All faculty</p> <p>Jessica</p> <p>Jessica</p>
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<ul style="list-style-type: none"> <li>• IEP – courses to be assessed</li> <li>• SEP – working session</li> <li>• Co-Curricular -Level II Review</li> </ul>	<p>Also discussed that our positions need to be advertised in a wider area.</p> <ul style="list-style-type: none"> <li>• N324 will be the course to be individually assessed this semester. This will be the last year that this course will be taught but perhaps we can take something away from it that can be incorporated into the N339 course for next year.</li> <li>• Gen Ed artifacts for GEO #4 &amp; GEO #5 will be N322 Med Calc quiz and N324 research paper</li> <li>• Began work on updating systematic evaluation plan – discussion held regarding SEP being aligned to ACEN standards.</li> <li>• Continue to plan on the</li> </ul>	<ul style="list-style-type: none"> <li>• Artifacts will be collected at the end of the semester</li> <li>• Decision made to eliminate this SEP, as it is set up to match ACEN standards and we are currently working toward CNEA Accreditation</li> <li>• After discussion have decided to just go with</li> </ul>	<p>Jessica</p> <p>Jessica and Michelle</p> <p>All faculty</p> <p>Jessica</p>
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<ul style="list-style-type: none"> <li>• Retention: Current student issues</li>   <li>• Other – next meeting</li> </ul>	<p>faculty led comprehensive review for May 10-11<sup>th</sup> from 0800-1700. Awaiting on word from Ann Solari-Twadell from Loyola and her faculty member for coming out to possibly conduct the review for us, as it would be a different person with a different approach.</p> <ul style="list-style-type: none"> <li>• Loyola Peer Mentor group - still in the works and still awaiting the new group of non-traditional students to participate from Loyola.</li> <li>• We have four students returning this spring semester from the previous year. 15 Level I students and 12 Level II students for the spring semester.</li> <li>• Next meeting scheduled for February</li> </ul>	<p>the live ATI review offered to our students on site. Agreed to split the cost of the review as a lab fee between N322 and N328 at \$125/each. Will notify Ann Solari-Twadell of change.</p>	<p>Michelle</p> <p>Jessica</p>
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