

IVC Health & Public Safety Division
Department of Nursing and Allied Health
 Meeting Minutes - October 19th, 2010

Attendees:

RN: Donna Davis, Jack Williams, Jean Stroud, Al Meek, Terrie Sullivan, Rosalba Jepson, Diedre Pollock,
 VN: Individualized meeting after they returned from clinical
 Allied Health: Aida Valdez, Rick Goldsberry
 Classified: Laura Hartsock
 Students: Paul Nilson, Tony Salas
 Counselor: Stella Orfanos Woo
 Staff: Tina Aguirre, Laura Hartsock

Topic	Discussions	Action/Decision
Old Business		
1. Program Review/Success & Retention Rates	<p>Resolve for improving low performing courses</p> <ul style="list-style-type: none"> • The most recent quarter RN pass rates dropped to 69.7% based on 33 students taking exam for the first time. Tina said improvement needs to take place immediately and needs input from faculty on this. The BRN raised the standards on the NCLEX back in April and the faculty need to provide some recommendations on incorporating these standards in the program. The program faces probation status by the BRN with these current scores. • The group reopened a prior discussion on raising the percentage for tests from 75 to 78. To work, it must be consistent in all semesters from all instructors. • Recommended the faculty use more standardized question such as ATI test questions as ATI keeps up with the BRN test plan. • Another suggestion was to compare TEAS scores and students admitted via the lottery process to the success rates • Tina said these are the suggestions needed for improvement but the faculty must work toward finalizing them. • Also must wait for an update on the VN pass rates. 	<p>Tina to meet with each semester Faculty to discuss recommendations for improvement to take effect immediately.</p> <p>Dept secretary to arrange date and time with RN, VN, and Allied Health Faculty</p>
2. Textbooks	<p>Textbook Submission Process Change – The Campus Bookstore has a new website for ordering textbooks and faculty can submit their own titles. Tina said all S11 titles were submitted by Staff 10/15. Faculty asked to provide information to dept. secretaries for fall 2011 and if not then the current texts will be re-ordered.</p>	<p>Staff will work with faculty for Fall 11 submission which takes place in March</p>
3. Announcements/ Recognitions	<ol style="list-style-type: none"> 1. Flu Clinic Update 10/16 – Fairgrounds Rick said the clinic went well with the help of over 40 nursing student volunteers. Over 800 people drove by although expected about 2,000. One student was pricked with an infected needle but was treated immediately. 2. RN Pinning – Sat., 12/11 Students have chosen to have pinning on Saturday, 12/11/10, to have more time for planning and avoid 	<p>No action required</p> <p>Faculty to plan for Saturday pinning</p>

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	<p>conflicts with other course finals during finals week. 33 students are expected to graduate.</p> <p>3. SLO's due the 14th week prior to Thanksgiving 11/24. SLOs required are for S10 and F10</p>	<p>Faculty to complete SLOs as discussed</p>
New Business	Discussions	Actions/Decisions
4. S2011 Schedule	<ul style="list-style-type: none"> • Master schedule 'flexie' sent out on Fridays in October for review – push for class information to be online. Laura thanked faculty for reviewing the flexie for accuracy. All courses have been filled with instructors. The deadline for final submission is Friday, 10/29. Discussed using the website for source of forms and information to students. 	<ul style="list-style-type: none"> • Becky Solache available to assist Faculty with placement of online class information . • Laura to submit CRN#'s to online Faculty to obtain shells.
5. Student Clearances for Clinical	<ul style="list-style-type: none"> • A "Validation Grid" (updated) for review/adoption to resolve incomplete clearances for all classes. <ul style="list-style-type: none"> ○ A validation grid outlining areas of clearance was discussed. Tina said the grid can be modified to fit each program including CNA and the information verified every semester. The form would require faculty signature and RN license verification. Part of the grid requires or may require students to complete online training. The information is in addition to the waived testing (blood glucose, dip stick, etc) done by the hospitals. • San Diego Consortium Meeting – Al Meek <ul style="list-style-type: none"> ○ Al stated that San Diego hospitals are strict with this information and will not allow students in clinical if incomplete, and may be dropped from the program. He said programs are using an outside agency to maintain records which allows hospitals access to the same information. ○ Al reported on his Consortium meeting that LVNs in San Diego are not being allowed in OB and Peds until they have taken classes in these areas. He said the waiting lists in San Diego are long. He added that San Diego is also using more preceptors in place of instructors. This may work for 1st semester students who are new to clinical and need assistance. Paul Nilson said he enjoyed his experience with a preceptor in 1st semester and had exposure to other areas in clinical. Al also stated the hospitals are making students shadow the nurses rather than participate in actual clinical activity. He said this doesn't help the student learn. ○ Diedre voiced the positives of clinical experience in home health and hospital urgent care clinics in helping with organizational and assessment skills. 	<ul style="list-style-type: none"> • Student Representatives to take this information to their classes. • Laura will work with Aida to modify the grid for CNA. • Faculty and Dept Secretary to review the grid for modifications so as to implement before S2011 • Tina will discuss the use of preceptors with both hospitals at the next advisory committee.

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Reports		
5. Curriculum & Academic Senate Representatives	<ul style="list-style-type: none"> No reports given today. Tina encouraged faculty to participate in these and other committee meetings they have signed up for. 	Faculty representative need to provide reports/updates in writing if not available for the meeting.
6. Nursing Reports & Deadlines	<ul style="list-style-type: none"> VN Accreditation Report – due Friday, 10/22 VN Annual Report for F09-S10 submitted 10/15 RN Annual Report for F09-S10 due 11/15. Instructor documentation required. <p>Tina reported that the VN Annual Report was submitted on time and will submit the accreditation report on time. The RN annual report (not the accreditation report) will be done online. Tina will meet with faculty for some of the information needed on the reports.</p>	Laura to email RN Faculty for RN license updates, other certifications, and continuing education – all information is due by Thursday, 11/11.
7. Input or Comments a. Faculty b. NLC c. Office Staff d. Students e. Counselor f. Dean g. Other	<p><u>Faculty</u> – no comments <u>Office staff</u> – no comments <u>Students</u> – 1st semester Tony Salas suggested</p> <ul style="list-style-type: none"> restructuring 1st sem by spreading out exams, reducing skills time, and spreading theory out by adding more time for assessments. He said the way fundamentals is scheduled now is not conducive to long-term learning. 2nd semester Paul Nilson added that skills check-offs do not need so much time and students can practice on their own. Tina thanked students for their comments but mentioned that the students with the current pass rate of 69.7% did not come from how the schedule is now. 2nd semester Paul Nilson shared his classmates concerns the lab supplies/backpacks. He said the kit is not built to accommodate 2nd sem skills and the fee is overpriced. Tina said the lab fee was a global fee and was not specifically the cost of the backpacks. She said the cost for supplying the labs is way above the fee charged but the backpacks can be modified for future semesters. Donna said students received different supplies in their bags and suggested charging only the lab fee, and not the bag. Jack mentioned that 4th semester did not need the bag when doing simulations as the supplies were provided by scenario. <p><u>Counselors</u> - . Stella wanted 4th semester to be aware that if they miss the deadline of November 1st, they will have to wait until end of Spring 2011 to take boards after they've applied for Spring.</p> <p><u>Dean</u> - Flip videos were purchased to record simulations but have not been used enough. They should be helpful for debriefing with students.</p>	<p>a. Dean -</p> <p>Jean & Rosalba will look at the structure of NURS110.</p> <p>Students and Faculty to contact the NLC for updating the supply needs.</p> <p>Counselor – Diedre informed the class of the petition deadline. Laura to send out an email to remind the class.</p> <p>Dept secretaries will help set dates and times for the</p>

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	<p>There is an urgency for faculty to assist in reviewing curriculums and program policies and procedures. More specific areas such as pass rates, retention and attrition, and the handbooks desperately need faculty review and input. By keeping this information up to date, Tina said this would help with the accreditation process when programs are up for renewal. Nursing has its own file server where updates can be stored and accessed by faculty and staff. <u>Active participation</u> in the program accreditation committee work could replace serving on a College committee.</p> <p>Faculty evaluations must continue, but there has been difficulty setting dates.</p> <p><u>Other communication</u> Tina reported on Rick Fitzsimmons' meeting with the BRN. She said the Board begins accepting applications 4 weeks prior to graduation, but she would like to know how they're doing academically before she signs them off.</p> <p>The BRN has reported that over 7,000 graduates applied last year and 1,000 responded to a survey which showed that 44% were not employed. Terrie said of the 15 RN graduates in her IVROP program, 7 are working. She feels that students are losing out on work experience because they are too picky about where they work. Tina also said the BRN is looking at attrition rates of males in the program and looking into problems with CNA programs.</p>	<p>program accreditation subcommittees with all Faculty.</p> <p>Dept secretaries to set dates and times for the faculty evaluations</p> <p>No action required</p>
8. Adjournment	Next meeting – Tuesday, 11/16/10 – 3:00pm	

Faculty Evaluations FOR 2010 – 2011	
FULL-TIME FACULTY	SEM. for EVAL to be SCHEDULED
Meek, Alfred	Done spring 2010
Stroud, Vivian	DONE fall 2010
Luoma, Craig	Spr 2011
Pollock, Diedre	"
PART-TIME FACULTY	SEM. for EVAL to be SCHEDULED
Cervantes, Carol	Fall 2010
Saldana, Reyna	"
Valdez, Aida	"
Lapena, Eva	Spr 2011
Romero, Patricia	"
Sullivan, Terrie	"