

### Imperial Valley Collge Division of Health and Public Safety 380 E. Aten Road / PO Box 158 Imperial CA 92251

Department Minutes 9/21/10

#### Minutes

### NURSING & ALLIED HEALTH DEPARTMENT MEETING AGENDA Tuesday, September 21, 2010 - 3:00pm

Attendees:

NAH: Craig Luoma, Rick Fitzsimmons, Becky Agundez, Jean Stroud, Rosalba Jepson, Aida Valdez, Sue Higgins, Donna Davis,

Terrie Sullivan, Stella Orfanos Woo, Jack Williams

Classified: Laura Hartsock, Dolores Hartfield, Sara Wheat

Excused:

Absent: Al Meek, Diedre Pollock, Celeste Armenta

Students: Paul Nilson, Tony Salas, Abraham Vandiver, David Alma

1. Topic	Discussions	Actions/Decisions
<ul><li>2. Announcements/Recognit ion</li><li>3. Call to Order</li></ul>	Wow! Fall fill rate 106% with 9180 students campus wide; Suggestions for Faculty Recognition at Board Meeting (full & part time);	No suggestions made for recognitions;
	Suggestion for Program Recognition at Board Meeting – EMS in Sept	
4. Pick Classes	See Draft Policy and make suggestions for changes.	Policy reviewed at a later time.
5. Faculty Evaluations	See List below.	Faculty to schedule w/Laura for dates and times – Lead instructors to alert Part-time instructors
6. Curriculum and Academic Senate Rep. Rprts	Textbooks orders and rental list options VN 114 - prerequisite vs accepting NURS 100 as equivalent All faculty encouraged to review the equivalencies for their area and make recommendations	-Textbooks due 10/15; Laura will send titles to faculty - Recommend one prerequisite combining VN114 and NS100 for both programs, online course suggested - Equivalencies not reviewed at this time
<ul><li>7. Suggestions for 2010-11:</li><li>a. Strategic Goals &amp;</li><li>b. EMP Goals</li></ul>	SG 1. Increase student success and completion SG 2. Decrease county unemployment EMP 1. Student Success attain educational goals, including degrees and certificates, transfer, job placement and advancement, EMP 2. Excellence in Educationenvironment that responds to the higher education needs of the students and community EMP 3. Develop Resources and Increase College Effectiveness human, physical and financial resources to improve organizational processes and effectively support the learning environment	-SLO's must reflect what is really being taught for success; -EMP goals – define a good retention rate
8. Program Review	Success and Retention Rates – see below for course grids. Suggestions for improving low performing courses Required budget items	Shows more students failing upon admission while more pass 4 <sup>th</sup> ; look at trends though data is limited. Change in admission criteria may be contributing factor, too.
9. Faculty/Staff/Counselor/	Skills Lab/Clearance prior to Clinical	-RN 1 clearances resulted
Student Input or Comment	Spring 2011 Schedule and Budget	in some flagged status;



# Imperial Valley Collge Division of Health and Public Safety 380 E. Aten Road / PO Box 158 Imperial CA 92251

Department Minutes 9/21/10

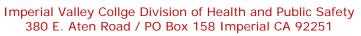
Textbooks S2011	required hospital input
Reorganization and Changes	-S2011 schedule in
<ul> <li>Other Communication</li> </ul>	progress; finalization end
	of October
	-Reorganization and BRN
	regs will move faculty to
	type and monitor own tests. Transition to \$2011.
	Faculty can send tests to Mike Nichols in
	Reprographics.
	-Faculty to schedule with Laura to inventory
	equipment in labs.
	- Jean – look for better
	inventory system for
	returning suplies after use.
	- Donna – eating and
	drinking in labs not
	tolerated. Students asked
	to take this back to their
	class. Also, charting room
	for students at PMH will
	be the new nurses' station;
	needs new area for
	charting. Will ask Tina to
	look into this.
	- Rebecca – ECRMC can
	donate supplies if
	instructors need; let her
	know.
	-Aida – needs isolation
	technique supplies and
	dentures; also, CNA
	students not aware of lab
	fee; Laura to post on
	website.
	-RN1 Rep/Tony – adding
	basic math as prerequisite
	needed; to research this in
	the future.
	-College & University Day
	on Oct. 4 <sup>th</sup> – 4 <sup>th</sup> Semester
	students and NLC to assist.
	- Stella – Wintersession
	2011 cancelled; S11
	registration begins Jan 10.
	NS 204 needs to list VN
	license as prerequisite in
	catalog and crse outline.
	- Rick F. to attend BRN
	Director's Meeting in
	Monterey Oct 5-6 <sup>th</sup> .



# Imperial Valley Collge Division of Health and Public Safety 380 E. Aten Road / PO Box 158 Imperial CA 92251

Department Minutes 9/21/10

10. Policies &/or Deadlines	SLOs due on 14th week - Prior to thanksgiving	-Census and final rosters
	Absences/Substitution Paperwork (ill, commencement, annual	due by College timelines
	orientation)	from faculty; deadlines
	Grade submittals expectations	posted on registration
	·	schedule.
11. Student Surveys	Actions to address results from spring 2010	No discussion at this time.
	Increasing compliance with eval/survey requirements	
12. Program Handbooks	Assignments for review of content	No discussion at this time.
13. Pharmacy Technician		No discussion at this time.
Internship		
14. Mission for each program		No discussion at this time.
and/or department		
15. Division central phone		-Laura to explore use of
line		one main phone # to
		Office; Dolores and Sara
		currently pick up calls.
16. Adjournment	Minutes will be posted within 2 weeks	4:45pm





Department Minutes 9/21/10