

IVC Nursing Division Meeting

Adopted Minutes of 9/15/2009

Present:		
Tina Aguirre	Rebecca Agundez	Jack Williams
Diedre Pollock	Jonathon Balint, NS 1 Rep	Kristie Gillespie, NS 4 Rep
Jean Stroud	Millie Veysey	Rick Fitzsimmons
Donna Davis	Rosalba Jepson	Al Meek
Laura Hartsock		

- A. Called to Order: 3:05pm
- B. Approval of Minutes: Minutes of 8/20/09 were not approved at this time and will be sent out to faculty by email for approval.
- C. Old Business:
1. Total Program Evaluation – Nursing Surveys: Results from online surveys for S09 were discussed. Results showed that not all students had completed the surveys. Statistical accuracy was a concern since results have to be filtered and not all students are getting them done. Jean said she prefers surveys she can have immediate access to so she can make any necessary changes to her class.
Action: Faculty will schedule time in the Computer Lab after completing ATI testing to have their students complete these surveys. Results will then be sorted and given to faculty.
 2. Marylynn’s Memorial: Tina announced the date, for Friday, 9/18/09, at 6:00pm in the College Center. Emails were sent to the hospitals as soon as the memorial was being planned. An All Users and community email was sent out on Tuesday.
 3. SLOs: Tina said she included what is covered under SLOs in the Student handbook. She said information is still being collected from classes. Anyone needing assistance with icy
 4. Student/Faculty Handbooks: Al agreed to review the Faculty Handbook every other year when the Student Handbook is not up for review. Donna and Jean will continue to assist with the Student Handbook.
Action: Laura will get a hard copy of the faculty handbook to Al.
 5. BRN Improvement Plan Update: Tina reviewed the guidelines written last semester for improving the program.
 - a. Teaching Strategies: Faculty needing to attend workshops in this area can submit a request for approval of funds using the Travel Request form.
 - b. Student Involvement: Interactive instruction were comments submitted on the surveys from students, however, Jean mentioned students still are not participating. The use of the clickers was discussed. It was suggested that faculty be trained on their use.
Action: We will look for assistance in training instructors on the use of the clickers and how to assign them to students.
 - c. Standardization: instructors said they continue with standardizing their test questions and do not want to change policy that states they must pass the final with a 75% score especially when test results show students remain on the edge of barely passing.
 - d. Grading: Tina mentioned that grading may continue to be a problem with passing students. She said results from the TEAS entrance exam showed students who have

lower than an 83% aggregate score are not good candidates for passing. This resulted in increasing the TEAS cut score to 67% in each area rather than aggregate, however, also taking into consideration the language barrier in the Valley.

- e. Clinical Evaluations: No issues were discussed with evaluations.
- f. Simulations: Instructors said they are taking the time to debrief students on their simulations. Rick said he will be expanding the time for simulations.
- g. Course Outlines: Course syllabus have to match what's written on the course outlines. With CurricuNet coming, Tina said this is a good time to make sure outlines are up to par with content.

D. New Business

- a. Uniforms: The new uniform (red pants and white scrub top) has worked out well for students, although problems arose getting them ordered. Faculty said the hospitals like them and can spot the students from a distance. Different variations of the pants and top have been purchased and some students have had to wear the old uniform.

Action: Laura will contact Phoenix Uniforms to discuss concerns regarding ordering and will look into making arrangements with Ace Uniforms and Accessories in San Diego.

- b. Committee Advisors: The need for advisors in the areas below was discussed. The Nursing Club is in need of an advisor although Nicole Castaneda has assisted in the past. Tina said the club may need to be affiliated with organizations like the California Student Nurses Association to draw more of an interest with students.

Action: The following instructors will serve as advisors or representatives:

- **Pinning Ceremony – Diedre Pollock**
- **Faculty Handbook – Al Meek**
- **Student Handbook – Donna Davis/Jean Stroud**
- **NCLEX Rates – Rick Fitzsimmons**
- **Nursing Club – NEED**

- c. Schedules: Tina said Winter Session 2010 is limited to less than 400 FTES for all of IVC and Nursing will only offer three classes – NURS 100, AHP 074, and NURS 089. Spring will offer the same amount of classes but Summer may also be limited. Diedre asked if an online class is just as expensive as a regular class. Tina indicated that with the cost of all that's involved to offer a regular class, the cost ends up being about the same.

Hiring Marylynn's replacement was discussed. Tina said she has submitted a request for hire form and will push this forward for Spring 2010. She is waiting for approval by HR.

E. Faculty Reports

- a. Rick Fitzsimmons – Rick said he met with Donna, Diedre, and Jean to discuss what needs to be done to maintain content expert status. The BRN requires 30 hours in the content area every 2 years. Clinical time can be counted toward the 30 hours. Finding workshops in specific areas can be difficult but Tina said we must maintain status with the BRN. She said she will make this a priority in the budget for travel and would like to allow other faculty who are not content experts the same opportunities so they can

become experts. Rick said this was also discussed at the meeting but no decision was made. The next meeting will take place on November 24th at 2:00pm. Content experts include:

- Geriatrics – Diedre Pollock
- Med-Surg – Al Meek
- Pediatrics – Rick Fitzsimmons
- OB – Donna Davis
- Psych – Jean Stroud

- b. Jean Stroud – 1st semester skills was discussed. Jason Balint said that on behalf of his classmates, they felt there wasn't enough time given to complete their skills properly, nor were supplies easily accessible. He said the supplies that were used were not the real thing which made it harder to do the skill. Jean said this semester was difficult on how skills were scheduled because they overlapped but that skills will be scheduled different in Spring. Tina said other schools schedule short-term skills classes to get students into the clinical sooner within the semester. In discussing lab fees, Tina said it is mentioned in the Student Handbook and we may start charging the fee in Spring 2010. Student reps said they felt students are willing to pay the fee if it will give them a more valuable and real-life experience

Videotaping skills was discussed. This was a practice that was regularly done in the past and current videotapes need to be updated. **Action: Becky R. said she will talk with Becky Solache to see if a link can be established on the nursing webpage rather than the student portal.**

- c. 1st Semester Jason Balint – Jason said the ATI fee is due one day before financial aid awards are issued and he said this will be a problem with students. This fee was accidentally tied to the NURS 110 class which showed up on each of first semester students' Webstar accounts. Tina said this fee will be removed where students will pay directly from now on. **Action: Laura will contact ATI to request to have the deadline date moved a few days after financial aid awards are issued.**
- d. Donna Davis – Donna announced that March of Dimes is conducting a resource fair on November 12th from 11:00am to 2:00pm in the College Center area. She said this will have great information for nursing and allied health students and is not meant to be a recruitment fair.
- e. Tina Aguirre – Tina reported that funds for instructional supplies are at zero balance for 0910 except in the EMT budget. She expects grants to be cut by about 32% which will reduce funds for supplies even more. This makes charging lab fees all the more important to begin implementing right away. She said this is in compliance with Ed Code policy. A \$50 semester fee is what is being estimated.

- F. Adjournment – The meeting came to a close at 5:06 pm. The next meeting is scheduled for Tuesday, October 20th.