

CURRICULUM MEETING MINUTES
ANTELOPE VALLEY COLLEGE

Health Sciences
 October 27, 2014 3:30pm

Present: Vickie Beatty, Yesenia Cota, Bonnie Curry, Debra Dickinson, Linda Harmon, Sandra Hughes, Annette Jones, Sandy Robinson, Casey Scudmore, Marianne Stewart, Liz Sundberg, Denise Walker

Student representatives: none

Absent: Candice Martin, Susie Snyder (personal obligation)

Minutes Submitted by: Casey Scudmore

Agenda Item	Presenter	Discussion	Action
Open Session			
Minutes of September 22, 2014	S. Snyder	No discussion	Approved without amendments.
Minutes from Program Review October 20, 2014	V. Beatty	No Discussion	Approved without ammendments.
BRN Program approval report for March 10-11, 2015	Liz	Report handed out to faculty for review. Discussion about confusion about student grievance section, Discussed with Dr. Cowell for numbers and resolutions since Dec 2008: 16 grievances, 15 resolved in favor of the program, 1 is still in process	All faculty to review for changes. Liz to update student grievance section for clarity. Sandy to collect the missing faculty reports. All faculty to send current formative evaluations to Liz. Deborah and Sandra Hughes to complete clinical agencies with contract dates.

<p>BRN report: Program strengths and areas of Improvement</p>	<p>Liz</p>	<p>Strengths-</p> <ul style="list-style-type: none"> ● Administration support ● Grant and Perkins funding-reflected in report ● Community support <ul style="list-style-type: none"> ○ grad evals ○ 1st choice at space for students ○ Flu clinics, TB testing, HDMG funds a scholarship and donated money to SNAC, students allowed to attend CEU courses, Dr. Tusso comes and supports CNSA by giving presentations ○ Advisory committee ○ Included faculty in training and provided space for computer training ● Use of low-fidelity and high-fidelity simulation in all courses with help from a coordinator <ul style="list-style-type: none"> ○ able to run many at one time due to new building, space, and coordinator ● Electronic resources-online testing, kaplan, Prep U, Blackboard, computer lab, laptops for student use, campus wifi ● Collaborative faculty-flexible with schedules and demonstrate value of each other and team membership ● Multiple campus wide committees from nursing <ul style="list-style-type: none"> ○ Despite our small numbers, we have coverage campus-wide ○ IT, AP&P, Academic Senate, Faculty Professional Development, ● Faculty professional development-including adjunct orientation, electronic testing, welcome back days to receive updates about college functions, budget, accreditation ● Interdisciplinary collaboration-OSD (need to give training for electronic testing), learning center, library ● CNSA 2010 students participating in professional organization, encouraged and have students moving into national board ● Curriculum planning to align with state model-transfer model curriculum <ul style="list-style-type: none"> ○ QSEN competencies, NLN, competencies aligned with JCAHO ○ approved for Fall 2015 ● NCLEX pass rate ● Attrition reduced ● Full time to Part time ratio 	
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		<ul style="list-style-type: none"> ● Addressing general education requirements early ● Increased open lab hours ● Part-time faculty representatives on committees <ul style="list-style-type: none"> ○ 2 SNAC groups ○ FPD ○ Junior high students <p>Plans to address improvement-</p> <ul style="list-style-type: none"> ● Workload for chair? Has adjustment been enough? ● Communication with part-time faculty about opportunities at college to increase involvement campus-wide <ul style="list-style-type: none"> ○ need to address on adjunct orientation ○ Also need more adjunct to come to meetings ● Need to have list of duties for clerical support to help faculty determine who to reach out to for room reservation, etc. <ul style="list-style-type: none"> ○ Need more? ● Student participation-students rarely come to meetings <ul style="list-style-type: none"> ○ Need to encourage ● Classroom space-need space for OSD testing <ul style="list-style-type: none"> ○ no priority for rooms-have to teach later in evening ● Simulation needs to become more complex with various semesters of students, RT, and Rad Tech students <ul style="list-style-type: none"> ○ need to work on faculty professional development for simulation development ● Work with microbiology to align units with new curriculum ● Research data support ● Aging videos-making decisions about streaming video contract ● Lack of nursing support counselor ● No consistent tech support 	
Clinical Agency Assessment Forms	Bonnie	Faculty reviewed and signed updated forms.	

Exam Blueprint	Liz	<p>Previous blueprint reviewed. New blueprint to include:</p> <ul style="list-style-type: none"> ● Content area ● Cognitive level ● Integrated concept <ul style="list-style-type: none"> ○ nursing process ○ caring ○ communication and documentation ○ teaching and learning ● Client need (NCLEX test plan) <ul style="list-style-type: none"> ○ safe effective care environment ○ health promotion and maintenance ○ psychosocial integrity ○ physiological integrity ● Question text and answer ● Rationale for answer with citation 	All faculty to do 1 exam from Fall and Spring
Formative Evaluation Wording for Satisfactory Behavior	All	Discussion about formative evaluation terms and resource manual. What does satisfactory mean? Satisfactory can change with perception. Does it mean satisfactory to where they should be or will be at the end? There should be a progression from N to S instead of all S's.	<p>All faculty to change syllabi: All faculty to change to: "The student must be satisfactory in all clinical behaviors on the last clinical day to pass clinic." All faculty to change formative evaluation definition to: 2 "N"s in the same evaluation criteria may require a meeting with the instructor.</p>
Resource Manual Rights	Liz	Discussion about should student stay with original or update each semester? Things change like strike policy and evaluation policy. Students will be held accountable for current manual.	<p>All faculty to post updated resource manual. Each faculty need to reinforce changes with students. Post "you are responsible for all changes in the manual". Vickie will scan changes and send out for posting.</p>
Book Requests	Vickie	Discussion about who needs new books.	<p>Casey to email Karen with faculty needs. Liz to work on master list of books being used in each semester.</p>
Next Meetings		Nov 24, 2014	
Adjourn	Liz		