

UNIVERSITY OF WEST GEORGIA
SCHOOL OF NURSING
Meeting Minutes
December 2, 2013

Faculty Present: M. Bishop, J. Bradley, C. Brown, J. Bryan, M. Byrne, L. Cody, J. Crager, S. Cumbie, , C. Epps, A. Farmer, K. Grams, D. Harris, A. Helvig, P. Horvath , B. Ishoy, R. Mahmoud, D. Morris, L. Patterson, L. Robinson, J. Smith, L. Ware, T. Warren, S. Welch, D. Wise, C. Wilson

Staff Present: C. Akin, K. Duke, J. Hite, L. Edmonds

Not Present: B. Bar, H. Dever, C. Flowers, T. McClenny, J. Yensen

Agenda	Discussion	Action
SONF Meeting – December 2, 2013		
1. Openings – Cynthia Brown and Jan Smith	Exploration of the spirituality of “light” and “luminary” and a song by J. Smith.	K. Grams called the meeting to order at 2:00 pm.
2. Approval of Minutes: October 28, 2013 (Action Item)		MOTION: Made, seconded and passed to approve the October 28, 2013 SONF Minutes. (all yeas).
4. Committee Reports		
<ul style="list-style-type: none"> • Evaluating the Caring Community – Mary Bishop 	Presentation and discussion of proposed revisions to evaluation and survey documents and TPE quality outcome measures as recommend by the ECCC.	
Preceptor & Site Evaluation Form (Action Item)	Motion to update the 2008 Preceptor Evaluation Form to include an evaluation of both the preceptor and the clinical site (attached). The word “nearly” in the 3 rd sentence of the instructions changed to “clearly.”	MOTION: Made, seconded and passed to approve the Preceptor & Site Evaluation Form with changes (all yeas).
Quality Outcome Measure Revisions (Action Item)	Review of the proposed revisions (attached) made to align UWG outcomes with CCNE standards and update student/faculty expectations. Faculty requested additional changes as follows: 1) #3. Full-time Faculty. d. – change “and” to “and/or”; 2) #3. Non Tenure Track Faculty. a. – change “75%” to “50%” and change “obtain” to “hold”. EdD outcomes are being developed and will be added to the student outcomes document before the first class graduates in 2015.	MOTION: Made, seconded and passed to approve the revised Quality Outcome Measure document with changes (all yeas).

<p>BSN Exit Survey (Action Item)</p>	<p>Discussion of the proposed revisions (attached). The following changes made: 1) Question #2 changed to read: “I am satisfied with my program advisement that was provided by the advisors located in the THS SON (not faculty)””; 5 questions were added to delineate “teaching/learning experiences” related to the classroom, online/distance learning, simulation, skills lab and clinical.</p>	<p>MOTION: Made, seconded and passed to approve BSN Exit Survey with changes (all yeas). The revised exit survey will be used for the December 2013 graduating class.</p>
<p>BSN Alumni Survey (Action Item)</p>	<p>Discussion of the revised survey (attached). The survey to be completed by alumni one year post graduation and will include the same questions about teaching/learning experiences as the revised BSN exit survey.</p>	<p>MOTION: Made, seconded and passed to approve the BSN Alumni Survey with changes (all yeas).</p>
<p>BSN Employer Survey (Action Item)</p>	<p>Discussion of the new survey (attached). The employer survey will be linked with the alumni survey with graduates giving it to their employer. Methods of data collection still under review. The following changes were made to the survey: 1) changed “WellStar Hospital” to Tanner Health System” as the example in question #1; “her” deleted in question #9.</p>	<p>MOTION: Made, seconded and passed to approve the BSN Employer Survey with changes (all yeas).</p>
<p>5. Old Business</p> <ul style="list-style-type: none"> • Tanner Health System School of Nursing update – Kathryn Grams • Budapest Study Abroad update – Pamela Horvath 	<p>Dedication held on 11/12/13; excellent attendance and community support. K. Grams announced that she has scheduled a meeting with the THS hospital administrator for 12/5/13 to begin planning for the academic-practice partnership.</p> <p>Applications are open for the May 2014 program with 9 being received. P. Horvath is program director again and R. Mahmoud will join her this year as faculty.</p>	
<p>7. New Business</p> <ul style="list-style-type: none"> • Provost search update – Sharon Cumbie 	<p>S. Cumbie provided an overview of the Provost search (chaired by Dean McCandless), explaining the process and placement of the ad.</p>	

<ul style="list-style-type: none"> SON Dean search update – Cindy Epps 	<p>C. Epps provided an overview of the Dean search (chaired by Dean Flanders), explaining that the position announcement was posted in the 11/15/13 issue of the <i>Chronicle</i>. One application has been received. Faculty asked to take flyers to professional meetings and to nominate colleagues for consideration by the committee.</p>	
<ul style="list-style-type: none"> BSN Applications – Cindy Epps 	<p>C. Epps announced that 251 BSN applicants have been received for consideration for summer 2014 admission.</p>	
<p>8. Announcements and Other Business as Needed</p>		
<ul style="list-style-type: none"> CIPR – Kathryn Grams 	<p>K. Grams announced that the CIPR was submitted electronically to CCNE on 11/26/13.</p>	
<ul style="list-style-type: none"> RN License Renewal 		<p>Faculty with professional licenses expiring on 1/31/14 reminded to renew them before the holidays.</p>
<ul style="list-style-type: none"> Graduation Celebration Ceremony 	<p>The Fall Graduation Celebration will be held in UWG Ballroom on 12/13/13 at 6:30 pm.</p>	<p>Faculty asked to be in the Ballroom no later than 6:15 pm.</p>
<ul style="list-style-type: none"> ATI Tip – Diane Wise 	<p>D. Wise shared her observation that students who earned scores of 90% or higher on the practice test performed better on the Pharmacology ATI exam this fall. She encourages other faculty to consider requiring comparable practice test scores before allowing students to take the proctored exam.</p> <p>K. Grams announced that she has decided to have surgery on 12/10/13 and that L. Ware will be in charge during her recovery period.</p> <p>C. Brown announced that 2 luncheons have been scheduled for next week: 12/9/13 – lunch to honor Ashley Rice, GRA; 12/10/13 – faculty pot luck.</p>	<p>Meeting recessed at 3:55 pm by K. Grams</p>