

**MSU-Northern
College of Nursing
Faculty Meeting Minutes
November 21, 2003
Great Falls
10am-4pm**

Present: Joyce Cleavenger, Deanna Curtis-Deming, Cindy Schultz, Judy Hembd, Mark Spotted Horse; Rose Hoogendam, Mary Pappas, Mary Clair McGuire, Lisa Scheresky-O'Neil, Renae Munson; Gayle Gransbery, and Debbie Kern via Teleconference with Trish Goudie Presiding.

OLD BUSINESS

1. Approval of minutes

August Meeting

Renae & Rose will fine tune the minutes and forward to Trish for final review. Will email out later. Lisa moves; Mary seconds motion to approve content of August minutes with copies of final emailed to faculty.

October Meeting

Mary moves to accept October meetings with minor changes; Gayle seconds motion. Motion carries unanimously.

2. Passed out Faculty Handbook

Faculty input was collected for revising the faculty handbook.

3. Budget Report/update

We were going to purchase mannequins from the Capital account, but they haven't been purchased yet from last year. Trish would rather faculty choose and order the mannequins that would work best for them. The College of Nursing needs to work together to get these ordered and funds utilized. Sharon, Debbie, Gayle and Lisa will work together to order by next week. Order some for Havre & Lewistown. Havre may need to store them until we have access to our lab. Renae will email the remaining amount. The money for this account needs to be spent in ways that directly benefit students.

Faculty wish list:

Power Point projector for lectures. Mary Clair will work on meeting with Rob Harrison for needs for classroom teaching. Rose would like modules for clinical simulations, which could be used toward clinical hours. We would need to add whatever is ordered to our curriculum. Lisa has a list of requests for Videos. Gayle

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suggests CDs (similar to Rose's request) for clinical hours. NCLEX testing program - Judy will find out more information and forward to Lisa.

4. **Update BOR/student issue**

The external evaluator's report went to Bozeman first. It has not been released to the public yet. Copies of the report are not available until after it is released to public. It was disappointing. Some of the evaluation seemed to be more of an accreditation evaluation as it went into more depth than expected. Trish reviewed the report for factual corrections and will meet Tuesday with the interim provost for a response to release to the public on Dec 1st in Havre. Trish expressed her concern with this to the faculty; Rolf was here for planning meeting and brought the report with him. Trish was denied the request of having a faculty member there as support during this meeting, also was not provided a copy prior to the meeting for review. Trish stated that the SBON feels we are doing a good job, but it appears we are not getting internal support from our administration. There was a suggestion that faculty write a letter to administration requesting their support. Our current graduates are performing well at Benefis and they are pleased with our 100 percent pass rate.

Trish requests faculty reconsider the points issue for written work for this semester. At the October faculty meeting this issue was tabled until next year, but Trish urged faculty to reconsider for this year. First, as a faculty, do we want to add points? Secondly, if so, how to add them? Mary moves to add points overall to help students be successful this semester; Judy seconds motion. Discussion: we had a lot of points before and students could progress without passing a single test. Points need to be added as a small percentage of the total points so they would still need to pass their tests to progress. It can be different for each course. The number of points doesn't need to be decided today. Can be decided for individual courses. One suggestion was to throw out the lowest test score. Motion carries unanimously.

Lisa moves that the maximum number of points added won't exceed 2% of total percentage for the semester; Mary seconds motion. Clarification: This motion is to be implemented immediately. Vote: Two opposed (wanted 3%): motion carries all but two. Faculty will announce to the students after Thanksgiving how these points will be divided for each course. Trish will notify students immediately of the change in grading.

5. **Spring orientation**

Date for Level II students to come to Havre is January 13, 2004 from 10-4:00 PM. We will discuss pinning decisions, provide continental breakfast, fun icebreakers, go over the syllabus and have all instructors/students together from 10:00 – 4:00 PM. CRNs are to attend as well.

6. **Activate Search Committee**

We have a long-standing faculty position open. Lisa, Gayle, Joyce and Rose

volunteer to be on the new search committee. Trish is de facto chair, but would like a co-chair. Gayle volunteers to be co-chair with Trish.

7. **December faculty meeting**

Everyone is invited to Trish's home for a social gathering the evening following our faculty meeting.

8. **Program review update**

Trish presented our portion of the Academic Score Card at the Dean's Meeting on November 4, 2003. We submitted the information with our recommendation to continue the degree program as is. The information has been received for the ASN review this week. Sharon is making copies and will forward it soon. Trish will forward copies of what other colleges did for their review to assist the nursing faculty in this next review.

9. **Shelby project update**

Students in pilot group: Will begin the partnership nursing courses in spring 04. We will need to plan for on-site instruction in Shelby for these students beginning with N220 in late summer, then regular Level II schedule in Shelby beginning fall 04.

Students not in pilot group: We need a plan to assimilate them into MSUN ASN program; they are completing General Ed this semester. 18 applied, 10 were accepted into pilot program. The committee decided to allow the remaining 8 students to attend the pilot partnership nursing classes in spring and summer 04. Those students would then progress with the generic ASN class of 2005 FALL level II students. Gayle moves to let these students in as regularly admitted continuing ASN students (pilot project); Lisa seconds motion. Motion carries unanimously.

If any students contact nursing faculty regarding the Shelby project, please direct questions to either Trish or Janice Brady.

10. **Committee Reports:**

Resource Committee – Gayle, Joyce & Lisa Scheresky-O'Neil
Nothing to report as of yet, will work on ordering mannequins

Curriculum Committee – Gayle, Rose & Mary

This committee reported on the pros and cons of block didactic to begin in Spring 2004. There was concern expressed changing our method of delivery mid-year.

Pros – stop student complaints of exhaustion of clinicals/tests, students could focus on one course, students would receive didactic background before doing patient care, it would be easier to move clinicals to out-of-town health care facilities

Cons – difficulty in obtaining clinical instructors for doing blocks, GFs would have to use weekends & evenings, Lewistown would need major revamping, there could be liability due to change mid-year, there is not enough time over Christmas to setup a good program. We would be rushing into something without proper rationale, which could cause trouble. We need to maintain consistency.

Blocks would consist of OB & Geriatrics lectures from 8:00 a.m. - 4:00 p.m. in 4wk blocks then continue on to clinicals. Concern on OB is that during the four weeks there may not be any patients: sometimes units are very limited and can be shut down due to no patients. Math for meds/IV training would need to be done during the lecture block, but could count toward clinical hours.

Recommendation of committee: To discuss further and not to change for SPRNG 2004, but to make changes beginning FALL 2004.

Lisa moves to table until next February meeting, Gayle seconds motion. Motion carries unanimously.

A suggestion was made to help alleviate current perceived student "test/clinical exhaustion", to move an hour from Thursday's N252 to Mondays or Fridays for N252 TESTS. Rose will explore this option.

December meeting: We will do test coordination scheduling, so all faculty need to come to meeting with their clinical schedules.

Evaluation Committee – Trish, Terry & Gayle with help of all faculty
Alex will agree to pay for a consultant to get the new evaluation plan completed. This needs to get done in the spring. Trish will locate a consultant, and schedule the workshop on a Tuesday/Wednesday. CRNs will cover clinicals so all faculty can attend.

Admissions & Progression Committee – Trish, Rose & Joyce
Will meet next semester

Program Review Committee:
ASN Program- Gayle, Mary & Lisa
Nothing to report

BSN Program - Gayle, Mary, Rose & Lisa
This committee's work has concluded for the present.

Student Faculty Communication Committee – Gayle, Mary Clair & Judy Hembd
Nothing to report

Reminder to forward all minutes of committee meetings to Renae.

NEW BUSINESS

1. SPRING SCHEDULE

N136 – Mary Clair McGuire & Lisa Scheresky-O'Neil

N136 Havre clinicals—5 sections w/CRNs

N136 Gayle Gransbery

N136 502 & 503—Maggie Hennessy & Tina Stewart
N253 Mary Pappas & Joyce Cleavenger
N253 402 & 403 - Joyce Cleavenger
N253 502&503 clinicals- Gayle Gransbery
N253 102 & 103 –Jayce O’Neil (CRN)
N251 Lisa Scheresky-O-Neil and Wendy Flansberg
N251 Havre clinical (staff CRN)
N251 Lewistown clinical—Tina Stewart
N251 GF Clinicals – Cindy Schultz & Deanna Curtiss-Deming (CRNs)
N252 Mary Clair & Rose Hoogendam with Rose doing clinicals in GF, and Chris Harchenko (CRN) doing clinical in Lewistown
N254 Mary Pappas all three sites
N212 Joyce Cleavenger
N440 Rose Hoogendam
N441 Gayle Gransbery
N446 Lisa Scheresky-O’Neil
N447 Rose Hoogendam
N190 Nursing Success - Judy Havre/Maggie in Lewistown

Lisa, Mary and Mary Clair will meet with Trish to discuss CRN-to-faculty assignments.

Book assignments: Gayle, Mary Clair & Lisa will make sure that N128 students have access to purchase required books

Tutoring Budget – Possible carry over will cover the tutor budget for SPRING 2004. Donations could go to the foundation designated for tutoring. Trish is resubmitting a nursing workforce diversity grant due in December.

Our RAINBOW grant was used as an example for the workshop in Washington, DC.

2. **DATES for SPRING Faculty meetings**

January 14, 2004 9-3:00 PM in Havre
February 02, 2004 – Time/Place to be determined
March 12, 2004 - Time/Place to be determined
April 16, 2004 - Time/Place to be determined
May 6, 7, 8, 2004 – Havre Time to be determined

3. **Mark Spotted Horse presented student concerns**

Mark made a presentation to the faculty based on his meetings with students at all three campuses. Students continue to have concerns about grading, test taking, and some instructors’ teaching. There is concern about communication between faculty who are team-teaching. Also, students expressed concern that some faculty are not timely in returning graded work.

4. **Course Coordination**
Faculty took time during lunch and breaks to do course coordination.

5. **Adjourn**
Meeting Adjourned 4:00 PM