

Advisory Committee Meeting Minutes

CHAIRPERSON: Debbie Jenkins, MSN, RN – Medical Center of Plano		
MEETING DATE: April 9, 2003	MEETING TIME: 1130-1300	MEETING PLACE: E326 at CPC
RECORDER: Nell Ard, Ph.D., CNS, RNC		PREVIOUS MEETING: 11/13/02

MEMBERS PRESENT:

Name and Title		Name and Title		Name and Title	
	Michele Trinka, RN – Children’s Medical Center		Patti Allord-Gould, RN, MS – Presbyterian of Plano (PHOP)		Mike Evans, RN, MS - PHOP
	Cathy Dyke, RN, MS – Medical Center of Plano representing Sandy Haire		Nancy Kelley, RN – Halliburton Energy Service		Sherry Zorinsky, RN, BSN – Visiting Nurses Association
	Shelley Tobey, RN, MS – North Central Medical Center		Gary Hodge – Dean CCCCD		Nancy Viamonte, RN – Richardson Regional Medical Center
	Susan Sheriff, RN, Ph.D – TWU		Gwen Valois, RN, C, MC – Medical City Dallas (MCD)		Cole Edmonson, RN, MS - MCD

Agenda Item	Action Discussion Information	Responsibility
Old Business:		
Current Status of the Program – students, faculty, & applicants	<p>Nell reported there are currently 41 Sophomore students graduating next month. Also there are currently 60 Freshman students.</p> <p>Regarding faculty, a FT position was never filled for the Spring semester. PT faculty were hired to cover the clinical aspect while Nell has assisted in the classroom. All faculty on both levels are working hard. Next week, interviews for three faculty positions will be conducted. Nell is also interviewing prospective PT faculty. The evening program will continue and will require faculty for the Sophomore level. If anyone knows of prospective faculty, please let Nell know or refer them to her.</p> <p>CCCD received 263 applicants for the Incoming Class of 2003. Two hundred and thirty-five (235) students’ files were complete. Fifty-three (53) students have initially been accepted with sixty-three (63) contingency letters to qualified applicants. These students will be “re-ranked” after the Spring semester and will fill any remaining positions as well as the waiting list. The total number accepted will be contingent upon faculty availability and clinical slots.</p>	<p>Nell</p> <p>All</p> <p>Nell & Student Affairs Committee</p>
NLNAC Report	The interim report was completed and submitted on time during the Fall semester. Recently a letter was received from them which “Affirmed our next scheduled visit Fall 2006”. Concerns were still expressed regarding the Systematic Evaluation which	

	is being reviewed by faculty for revision and implementation.	
Continuing Business:		
Refresher Course	<p>CCCCD is currently working with Austin Community College, El Paso Community College, Midland Community College, & North Harris to develop an on-line refresher course for both RNs & LVNs. External grants are being sought. If grants are obtained, simultaneous development of on-line course as well as CD-ROM media will be developed.</p> <p>Each of the participating schools will conduct skills component of requirements as well as assisting in finding clinical preceptors. Hospitals would be able to utilize this program for prospective employees.</p> <p>Scheduled completion of program is unknown at this time pending monies received from grants.</p>	
New Business:		
Change in NCLEX-RN	<p>Nell announced that NCLEX-RN percentages are changing in the Spring of 2004. Actual percentages for each area are not currently available.</p> <p>NCLEX-RN has changed effective April 1 of this year. Three types of innovative questions will be used: fill-in-the blanks, "hot spots", and multiple correct answers. Nell provided an example of each type. These innovative questions have already been piloted and will there count toward the score of the student taking the exam.</p> <p>CCCCD has already begun implementing these type of questions in the pen and paper exams and will continue Math Mastery on all levels to address the fill-in-the-blank questions.</p>	
Report from Dean's & Director's meeting	<p>Nell gave a report of the Texas Dean's & Director's meeting in February. Legislative issues, pertaining to nursing education or practice, before both the House & Senate were cited.</p> <p>Recent RN-Update has delineated some of the changes at BNE secondary to the budget cuts. Additional changes may occur such as BNE coming under a larger licensing umbrella organization.</p>	
Affiliate Faculty	<p>Debbie wanted to know which facilities have utilized affiliate faculty – hospital providing advanced practice nurses to assist nursing program in clinical instruction. Susan indicated that TWU has affiliate faculty at two hospitals – St. Paul is one. Patti stated PHOP has an affiliate faculty for TWU. Children's does have affiliate faculty but only for PNP program. Debbie encouraged all facilities to look at this possibility to assist nursing faculty shortages and thereby increasing the number of potential graduates.</p>	All agencies & Nell
LVN to RN	<p>Debbie wondered whether members felt there was a need for a LVN to RN bridge program. Many believe there is a need for such a program because many inquiries have been made. Currently there would be a limited need for this to assist CCCC's Affiliate agencies. Continue to review the need for such a program.</p>	Nell, Curriculum Committee

Clinical Rotations/Orientations	<p>Nell wanted feedback on the large multi-hospital orientation held this past Fall for Freshman. Did hospital find this helpful to do all students at once? General consensus was YES but modified hospital orientations still need to be had with each clinical groups for computer programs and facilities.</p> <p>Debbie brought in the fact all facilities are now being required to include HIPPA into orientations which will require additional time. The consensus was this could be done in the group setting and still meet individual hospital needs. Michele mentioned a computer program which assist in the HIPPPA mandated requirements.</p> <p>General consensus was to have clinical schedules with faculty to facilities by mid summer for the fall if possible. A master grid of all hospitals/instructors/# of students would also be beneficial.</p>	<p>Nell will schedule date with Education Coordinators for both Freshman and Sophomore.</p> <p>Debbie will work with community advisory committee representatives to develop this component of orientation.</p> <p>Nell</p>
Curriculum Decisions:		
Degree Plan Changes	<p>Nell reported faculty met in January for a two-day curriculum retreat to solidify the curriculum changes. The new degree plan is still pending approval of the Texas Coordinating Board of Education and will be implemented on the Freshman level this Fall. The clinical rotations will be as follows: Freshman Fall – fundamentals; Freshman Spring – medical/surgical; Sophomore Fall – maternal/child & pediatrics; and Sophomore Spring – advanced medical/surgical, psychiatric/mental health, and transition.</p> <p>“New” curriculum will necessitate three simultaneous pediatric, maternal/child, advanced medical/surgical, and psychiatric sites. Students will be most likely rotating in groups of ten with one faculty member.</p>	<p>Nell & Faculty</p> <p>Nell and Clinical Site Coordinators</p>
CNA Course	<p>A Certified Nurse’s Aide program has been piloted in CCCCD’s Co-op Education department with Medical Center of Plano. MCP “hired” the students and paid them to attend the course and complete clinical hours. The student received college credit for the course and paid own tuition. The didactic component of the course has been offered twice per year, usually over winter break and prior to the beginning of the fall semester. The student would then have the Spring semester or Fall semester respectively to complete the clinical component.</p> <p>Are other affiliate agencies interested in participating in the program? Consensus was most could utilize on a limited basis but other community sites, such as nursing homes, would definitely benefit from continuing the program with potential modifications. Continue to research the need.</p>	<p>Nell & Co-op Department</p>
Other: Approval of Minutes for 11/13/02	<p>Shelley Tobey moved to accept the minutes for 11/13/02. Michele Trinko seconded. Motion passed unanimously.</p>	
Fall Meeting	<p>The consensus was to meet on a Wednesday in late October or early November during the same time period. Date and location to be determined.</p>	<p>Nell & Debbie</p>

MINUTES

Key Discussion Points	Discussion
Old Business:	See Above
Continuing Business:	See Above
New Business:	See Above
Curriculum Decisions:	See above
Other:	See Above

CHAIRPERSON SIGNATURE:	DATE:	NEXT MEETING: Oct or Nov 2003
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