

Minutes Fall Retreat
Wednesday August 10, 2016

Topic	Leaders/Presenters	Resolution/Action Items
COHS Assessment Meeting "Integration of Liberal Education (Arts) essentials into the UG COHS degree programs."	Dr. Sandra Gangstead Dr. Judy Malachowski	This material was covered by Dr. Gangstead and Dr. Malachowski. SON was encouraged to review and examine the liberal arts focus and how it impacts the SON curriculum and program outcomes.
SON Retreat 1. Effectiveness Report a. Reviewing Systematic Plan b. Discussion of data analysis results 2. Assessment a. Assessment Coordinator Meeting with Cara Smith (HSB 213) b. Mapping of Leap Essentials (HSB 209)	1. Moore (BSN), Coke (MSN), Winn (DNP) 2. Assessment Coordinators a. Moore (BSN) b. Coke (MSN –FNP & PMHNP) c. Winn (DNP) d. Greene (MSN –NE) e. Bowdoin (RN-BSN) 3. Mapping of Leap Essentials – All remaining faculty – Lead by Catherine Fowler/Debbie /Judith Malachowski	The EE report was reviewed and discussed. Data related to survey implementation was provided. The results of Satisfaction Survey's were presented. EE Plan approved by NFO. Mapping of Leap Essential was completed and gaps in information was discussed. This information was referred back to undergraduate Curriculum Committee for further review.
COHS Luncheon	All Faculty and Staff Invited	
SON Retreat 1. 2:00pm to 5:00pm - Overview of SON Goals and New Committee Charges 2. School of Nursing Updates a. SON Security Plan (Fathi) b. Exam Soft (MacMillan) c. Lab/Classroom Use (MacMillan) d. Overview of Orientation Changes and Nightingale Café (Greene) e. Introduction of Double Robots (Greene) f. Graduate Assistants and Students Workers (MacMillan) g. International Report (Coke) h. Overview of HRSA Grant (Coke) i. Overview of MURACE Grant (Greene)	1. MacMillan/Coke/Greene	SON Goals were presented and approved for the upcoming year. Progress and Planning Report with the review of goals met/not met were presented. Committed reports were presented. The following motions were presented by the committees and were discussed. a. Dress Code b. Testing Policy C. Outcomes Patho Pharmacology Students reports and concerns were presented. There were no issues at this time. The Graduate Assistants and Student workers were introduced and after hours lab was discussed.

<ul style="list-style-type: none"> j. Daisy Awards (Copeland) k. Mentorship Pilot (Greene/Coke) <p>3. Motions for Review/Discussion</p> <ul style="list-style-type: none"> a. Dress Code b. Testing Policy c. Outcomes C 		
<p>President Dorman's Welcome Back Faculty Breakfast Drop-in</p>	<p>All faculty are invited</p>	
<p>School of Nursing Retreat</p> <ul style="list-style-type: none"> 1. 1:00 pm to 2:30 Exam Soft Practice and Training 2. 2:30pm to 3:00pm Presentation of Motions <ul style="list-style-type: none"> a. Dress Code b. Testing 3. Review of required syllabus components and review of existing policies. 4. Committee Meetings to set dates for upcoming year. 	<p>MacMillan/Greene/Sewell</p>	<p>Approval of motions: Dress Code Policy Testing Policy</p>

Faculty Mentors

- 1. Victoria Bohan – Sallie Coke
- 2. Crystal Gay – Sarah Handwerker
- 3. Jessica Swymer – Debbie Greene
- 4. Jennifer Goldsberry – Leslie Moore
- 5. Catherine Fowler – Sarah Handwerker
- 6. Marshall Smith – Debbie Grier
- 7. Glynnis Haley – Debbie Grier

Committee Charges 2016-2017

SON Committees are based on the current bylaws. Please review responsibilities and make recommendations for any changes to the Bylaws Committee. Committees will meet as needed to address the charges and any other business for this academic year. Send Tracy Fathi meeting dates for fall semester by August 31, 2016. Minutes should be kept for each committee meeting. Minutes should include approval of previous meeting minutes. The committee chair will submit a final end-of-year report no later than May 15, 2017. The report will address the charges for this academic year and any other pertinent information. All committees are to carry out responsibilities as described in the bylaws. Additional committee charges are below.

<p>Undergraduate Admissions, Progression & Retention</p>	<p>2015-2016 Charges Develop and implement a plan to:</p> <ol style="list-style-type: none"> 1. Identify at risk students and 2. Incorporate evidence-based practices for remediation (student dashboard). 3. Communicate these changes to policy committee and all stakeholders (students, faculty, advisors). <p>Continue 2015-2016 Charges in academic year 2016-2017</p>	<p>2016-2017 Members Sarah Handwerker (C) Glynnis Haley Flor Culpa-Bondal Marshall Smith Jessica Swymer Debbie Greene – ExOfficio Michelle Marks</p>
<p>Undergraduate Curriculum and Instruction</p>	<p>2016-2017 Charges</p> <ol style="list-style-type: none"> 1. Utilize assessment and mapping data from BSN curriculum to make recommendations for curriculum revision to include: <ol style="list-style-type: none"> a. Program Outcomes b. Courses and credit hours c. Course sequencing d. Content and content threads 2. Present recommendations to NFO by January, 2017. 3. Develop a time line for implementation of revisions to the BSN curriculum. 4. Review recommendations for curricular changes to the RN BSN program when submitted by the RN BSN Ad Hoc Committee. 	<p>2016-2017 Members Debbie Grier (C) Monica Ketchie Krystal Canady Jennifer Goldsberry Debbie Greene – ExOfficio Debby MacMillan - ExOfficio Student representatives from pre-licensure</p>
<p>Educational Effectiveness</p>	<p>2015-2016 Charges By October 1st – Provide a rich summary of program outcome data for the pre-licensure program in order to support curriculum revisions to be undertaken during the 2015-2016 year. Work in concert with the curriculum committee to analyze gaps in the current curriculum.</p>	<p>2016-2017 Members Leslie Moore (C) Susan Steele Sallie Coke Sheryl Winn Catherine Fowler Dean Baker Debbie Greene – ExOfficio Debby MacMillan - ExOfficio Tracy Fathi Paige Alford Student representatives from pre-licensure</p>
<p>Policy and Procedure</p>	<p>2016-2017 Charges Complete policies that were pending from last year. Prepare a presentation for students and faculty at NFO meeting that review new policies that have been implemented and or need to be reviewed this year.</p>	<p>2016-2017 Members Debbie Greene (C) Josie Doss JoAnne Raatz Sandra Copeland Tracy Fathi Paige Alford Debby MacMillan Ex Officio Student representatives from pre-licensure</p>
<p>Bylaws Committee</p>	<p>2015-2016 Charges Solicits faculty input related to current bylaws and needed changes. Document this review and provide an update at NFO by January 2017.</p>	<p>2015-2016 Members Carol Sapp – C Leslie Moore [EE committee] Sheryl Winn [Grad committee] Carol Bowdoin</p>

		[Policy committee] Monica Ketchie (Curriculum)
Graduate Committee	2016-2017 Charges Explore potential Additional MSN majors. Identify opportunities to streamline admissions re: MSN and DNP. Revamp DNP Curriculum	2016-2017 Members Sallie Coke (C) [NP role] Sheryl Winn [DNP role] Debbie Greene [Educator role] Flor Culpa Bondal [PMHNP] Leslie Moore Debby MacMillan –ExOfficio Paige Alford Student representative from MSN and DNP
AD Hoc Committee RN-BSN	<ol style="list-style-type: none"> 1. Analysis historical data related to RN-BSN Program's Admission/Progression/Graduation Rates 2. Arrange and facilitate input from Georgia Department of Public Health and Hospital Stake Holders via focus groups. 3. Arrange and facilitate input from current students and recent graduates of RN-BSN program related to barriers to admission/progression/graduation. 4. Develop a plan for increasing enrollment by Fall of 2017 5. Review clinical practice experiences related to RN-BSN that require on campus experience. 6. Explore benefits of RN-MSN option vs RN-BSN 	2016-2017 Members Carol Bowdoin (C) Carol Sapp Susan Steele Flor Culpa Bondal Debby MacMillan –ExOfficio Hospital and Public Health Department Stake Holders as needed