

GCSU College of Health Science – School of Nursing

Graduate Committee Meeting

March 27, 2017 4:00 pm

Macon Graduate Center, School of Nursing Suite

ATTENDANCE :

MEMBERS				P denotes attendance E excused A absent			
P	Sallie Coke	P	Flor Culpa-Bondal (via phone)				
P	Sheryl Winn	P	Paige Alford				
P	Debbie Greene						
E	Leslie Moore						
P	Debby MacMillan						
GUESTS							

AGENDA TOPIC	DISCUSSIONS & CONCLUSIONS	ACTION OR RECOMMENDATIONS	FOLLOW-UP {including dates/responsible person, status (pending, ongoing, completed)}
I. Call to order	Call to order at 4:11 pm by Sallie Coke		
II. Approval of Agenda		A motion was made and seconded to approve the agenda. A vote was held and the motion passed unanimously.	
III. Approval of previous minutes		A motion was made and seconded to approve the minutes. A vote was held and the motion passed unanimously.	
IV. New Business		<p>A Report to EE committee to reflect in minutes each month:</p> <ol style="list-style-type: none"> Are there any curriculum updates in any of the programs (FNP/NE/PMHNP/DNP): The DNP program of study has been revised for students who will begin the program next year, in light of the curriculum change. Also a “bridge” program of study has been created for those who will begin the program this summer in the part time program, as the curriculum change will affect their course sequence. Have all preceptors been reviewed by course faculty and found to be qualified? Yes Have all currently enrolled students been reviewed and meet qualifications to continue in their programs? We need to check Evaluate to make sure that all students who whose licenses expired on 1/31 of this year did successfully renew. <p>B. Per Leslie Moore/Educational Effectiveness request: March/April each year: review handbooks, other printed materials & website content yearly. <ul style="list-style-type: none"> Website corrections: Paige has sent to Julie Collis & changes have been made. Catalog changes: these go to Debby MacMillan and she submits </p>	<p>3. Paige to follow up</p> <p>B. Committee members are to review handbooks & submit items that require changes to Paige to</p>

on our behalf

- Handbooks need to be reviewed: All committee members need to review

C. Petitions:

1. Student wishing to return after medical withdrawal—reviewed. A motion was made and seconded to approve the petition. A vote was held and the motion passed unanimously
2. Student wishing to return after 1 course failure: A motion was made and seconded to approve the petition. A vote was held and the motion passed unanimously

D. Admissions: review and vote on 2nd round of applicants

Paige presented the admissions data for all MSN, P-MSN and DNP applicants who had already completed their interview. The committee reviewed all candidates by program, reviewing documentation & notes from applicant interviews as necessary to review each applicant's potential for success in our graduate program.

A motion was made and seconded to accept the following numbers of students in to each program as follows:

- FNP: 8 of 9 FNP applicants accepted--4 Full time, 4 part time
- P-MSN FNP: 3 of 4 P-MSN FNP applicants accepted
- P-MSN PMHNP: 2 of 3 P-MSN PMHNP applicants accepted
- Nurse Educator: 1 of 1 Nurse Educator applicant received the following message:
Due to the fact that all required documentation for your application has not been received for review by the graduate nursing committee, a decision cannot be made on your file. Please reply to this email to indicate if you are planning to complete your application, or if you no longer wish to be considered for the program that will begin May 2017. If you do wish to be considered, please submit all documentation to me no later than April 12, 2017. If you are not able to provide documentation by this day, please let me know.
- DNP: 5 of 7 DNP applicants accepted--2 full time, 3 part time

A vote was held and the motion passed unanimously.

Total of 24 applicants, 19 were accepted

Admissions update for all programs, from 1st and 2nd round of interviews combined:

Full Time (FT), Part Time (PT):

- FNP: 30 total students (21 FT, 9 PT)
- P-MSN FNP: 4 students
- PMHNP: 1 student
- P-MSN PMHNP: 9 total students
- Nurse Educator: 2 students (one ending completion of application)
- DNP: 22 students: (14 FT, 8 PT)

E. Proctors:

Paige hit a stumbling block with SERV, so she will send information to Debby MacMillan to route to Bob Orr regarding process improvement. Proctor info will now be sent by faculty to proctors by the close of business on Tuesday before an exam. Proctor forms will be required to be submitted by the 2nd week of the semester.

compile & Debby will submit.

C. Paige to follow up with these students and graduate admissions.

D. Paige will follow up with all applicants to notify them of admission status.

E. Paige & DM to review in light of USG guidelines

V. Old Business		<p>F. Plan for Final Exams:</p> <p>G. Malpractice Insurance: DNP students will purchase coverage at Immersion Week, just as MSN will do. We need to determine the limits they will be required to have.</p> <p>i. Student/Cohort reports:</p>	<p>F. Paige to count total students who will be proctoring here for each class and see if one class will fit per lab as opposed to one class taking up both lab spaces.</p> <p>G. Paige to work with Tracy & Adam Fathi on this.</p>
		None	
VI. Student/Cohort reports		Received the following: FNP class of 2017: No report	.
VII. Next Meeting		April 26, 2017, 3:00pm, Macon Center	
VIII. Adjournment	Adjourned at 5:50pm by Sallie Coke	Approved unanimously	

*See Agenda packet for attachments

Submitted by Paige Alford on 3/31/17, amended by Paige Alford on 4/4/17