
2/10/2017 2:05 PM | *Meeting called to order by* Debbie Greene

In Attendance

See attached sign-in sheets.

Approval of Minutes

Minutes from January meeting were approved.

Announcements

- Accreditation Coordinator position-Leslie Moore will serve as the SON Accreditation Coordinator. See attached job description. Three year term.
- Pre-tenure and post-tenure committees-All tenured faculty are required to serve on SON pre and post-tenure review committee. Susan agreed to serve as the committee chair. Portfolios are due by 2/15. Tracy will send a list of tenured faculty to Susan.
- Advisory Board Meeting – 4/10 @ 5:30 Macon Graduate Center 5th floor
- Exam Soft feedback – The guided access code for all of the iPads is 123456. Issues: 1. Students do not follow instruction sheet 2. Lots of steps 3. Skipping questions 4. Have to scroll to see all of question 5. Downloading wrong test.

Committee Reports

- Student Reports – see attached reports.
- Undergraduate Admission, Progression & Retention (Sarah Handwerker) – no report.
- Undergraduate Curriculum & Instruction (Debbie Grier) – faculty curriculum focus group held today. Will compile feedback and distribute to faculty for review.
- Educational Effectiveness (Leslie Moore) – no report.
- Bylaws (Carol Sapp) – Committee chairs to look at composition of each standing committee. Email any changes needed to Carol Sapp.
- Policy (Debbie Greene) – Still working on policies. Looking at course & clinical guideline policies.
- Graduate (Sallie Coke) – see attached report.
- International Study Abroad (Sallie Coke) – Currently two students in Sweden and two Swedish students here. Are able to send two more in Fall 17. Taking 18 students to Tanzania in April which will focus on taking equipment.
- Clinical Documents (Michelle Marks) – Spreadsheets and clinical documents have been sent to hospitals.

New Business

No new business.

Next Meeting

3/17/2017 2:00 PM, HSB 202

Motion to adjourn at 2:55 pm. Motion was unanimously passed.