

**School of Nursing Agenda
Fall Retreat 2019
August 8th 9am to 4pm**

Time	Topic	Presenter
9:00am	<ol style="list-style-type: none"> 1. Welcome and Introduction of new faculty members and mentors. 2. Security Plan 3. Consulting Forms 4. One Drive 5. Location of policies and procedures etc. 6. <u>Ordering HESI</u> 7. <u>25 Live Update</u> <ol style="list-style-type: none"> a. <u>Room Assignment Requests</u> that fall out of regular class day and time. <u>Finals Week</u> 	MacMillan Greene Fathi
9:30 am	<ol style="list-style-type: none"> 1. Assessment at Georgia College SON <ol style="list-style-type: none"> a. Introduction of Assessment Program Coordinators b. Assessment Reports c. September Surveys 2. Accreditations upcoming <ol style="list-style-type: none"> a. CCNE b. Pre-Accreditation Visit for Midwifery 	Moore All Assessment coordinators Ketchie (Midwifery)
10:15 am	<ol style="list-style-type: none"> 1. SON Updates and Committee Assignments and Charges 2. SON Goals 2019-2020 3. SON 5 Year Strategic Plan 	MacMillan/Green/Coke

	4. Presentation of all policies, course outcomes, or other items to be voted on at SON Retreat II	
11:00 am – 12 Noon	1. NCLEX Next Generation – Are we ready?	Greene/MacMillan

Time	Topic	Presenter
1:00 pm	1. Update on Accreditation Plans for Simulation and Translational Research Center a. The Essential Role of Debriefing in Learning b. Simulation Standards	Roberts
2:00 pm	<u>National League of Nursing Center of Excellence.</u>	Doss/Coke
2:30 pm	Leadership Proposal Presentation	Greene/ Doss/ Roberts/ Goldsberry/Fowler
3:00 pm	Electronic Portfolio	Greene/Coke
3:30 pm	Final Presentation and Discuss of Motions Related to : Policies Course Outcomes Other items	Greene And who ever has motions.
4:30 pm	Committee Breakout sessions	Committee Chairs
5:00 pm	Adjourn	

New Faculty/Staff and Official Mentors for 2018-2019

1. Vincent Pair – Jennifer Goldsberry
2. Chris Rodriguez – Debbie Greene
3. Betsy Thomas – Gail Godwin
4. Ashley Pullen – Monica Ketchie
5. Simulation Lecturer - Sterling Roberts
6. Grant Lecturer I – Sallie Coke
7. Grant Lecturer II – Sallie Coke
8. Grant Lecturer III – Sallie Coke
9. Clinical Coordinator SON – Tracy Fathi/John Marshall
10. Clinical Coordinator ANEW – Paige Alford/Sheryl Winn

School of Nursing Standing Committees and Task Forces

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, 2018. 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, 2019. 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.

Committee	2019-2020 Charges	Terms 2018-2020
Undergraduate Admissions, Progression & Retention	<p><u>Evaluate</u> the plan and revise as indicated 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, and advisors). 4. <u>Develop a Recognition System for faculty and Preceptor to replace the Daisy Awards</u> 	<p>Jennifer Goldsberry (Chair) Sarah Handwerker (past- chair) Carol Sapp Vincent Pair Sterling Roberts Talicia Warren Debbie Greene – ExOfficio Kristie Meeks (SEC)</p>

Undergraduate Curriculum and Instruction	<ol style="list-style-type: none"> 1. Work with the Interim RN – BSN Coordinator to review recommendations for curricular changes to the RN- BSN Curriculum and RN-MSN Curriculum. 2. Evaluate proposals for Study Abroad. 3. Assist course faculty with the development and approval process of individual course outcomes as we implement the BSN revised curriculum. 4. Assist Policy Committee and Simulation Task Force and developing, and approving policies and procedures related to simulation. 	Krystal Canady (Chair) Monica Ketchie (past chair) Christopher Rodriguez Laurie Darby Ashley Pullen Elizabeth Thomas Gail Godwin John Marshall Debbie Greene – ExOfficio Tracy Fathi (SEC)
Educational Effectiveness	<ol style="list-style-type: none"> 1. Continue to monitor all programmatic assessment and increase faculty aware of the process. 2. Assist with the data collection and preparation of the CCNE Report due December 1, 2018. 3. Apply for the <u>Georgia College Department of Excellent Award</u> to be given spring 2020. 4. Explore criteria for becoming a <u>National League of Nursing Center of Excellence</u>. Work with the School of Nursing Exclusive Excellence Task Force to include this as part of the 2020-2015 Strategic Plan. (Since 2004, the NLN has welcomed schools of nursing to apply for the designation based on their ability to “demonstrate in measurable terms sustained excellence in faculty development, nursing education research, or student learning and professional development.” Applicants for this prestigious destination range across the academic spectrum of higher education in nursing and leading teaching hospitals and clinical sites. http://www.nln.org/recognition-programs/centers-of-excellence-in-nursing-education) 	Gail Godwin Chair (Sec) Leslie Moore (Past Chair) – Educational Effectiveness Coordinator Sallie Coke (FNP_ PMHNP) Grant I Lecturer Grant II Lecturer Sheryl Winn (DNP) Catherine Fowler (BSN) Dean Baker (PMHNP) Debbie Greene – ExOfficio Debby MacMillan – ExOfficio Tracy Fathi (SEC)
Policy and Procedure	<ol style="list-style-type: none"> 1. Complete substance abuse policies that were pending from last year. 2. Assess the need for additional policy guidance, especially in terms of simulation. 3. Continue to assess the need for policies to increase efficient functioning of the SON for faculty, students, and stake holders. 	Debbie Greene (Chair) <u>Laurie Darby (Chair Elect)</u> <i>Sterling Roberts</i> Tiffany Parrish JoAnne Raatz John Marshall Sandra Copeland Flor Culpa Bondal Paige Alford (SEC) Debby MacMillan Ex Officio

Bylaws Committee	<ol style="list-style-type: none"> 1. Update bylaws and submit changes for approval at NFO by December 2018 	<p>Glynnis Haley (Chair) Debbie Greene (UG) Sheryl Winn (G) Catherine Fowler (EE) Debby MacMillan (SON) Michelle Marks (Sec)</p>
Graduate Committee	<ol style="list-style-type: none"> 1. Explore potential MSN majors (CNM, Leadership) 2. Review the MSN/FNP Curriculum 3. Develop for students accepted into the DNP program with less than 500 faculty precepted clinical hours. 4. Identify potential barriers that exist for recruiting, admitting, enrolling, retaining and graduating highly qualified and diverse graduate students who elect the Nurse Educator Program 	<p>Sallie Coke (Chair) Sheryl Winn (DNP) Debbie Greene (NE) Dean Baker [PMHNP] Monica Ketchie (WHNP/Midwifery) Susan Steele (General) Glynnis Haley (FNP) Leslie Moore (EE) Debby MacMillan –ExOfficio New Admin (SEC)</p>
Simulation Task Force	<ol style="list-style-type: none"> 1. Develop policies and procedures consistent with national and international standards to support accreditation of simulation program. 2. Work with the <i>School of Nursing Exclusive Excellence Task Force</i> to include attainment of accreditation for the Simulation and Translational Research Center as a goal in the 2020-2015 School of Nursing Strategic Plan. 3. Increase involvement with professional organizations supporting simulation. 4. Continue to develop Simulation Library with documentation using simulation template for all simulations. 5. Develop process for approval of all simulations in the undergraduate program as the new curriculum is implemented. 6. Pursue grant funding to support expansion of simulation activities. 7. Support development of expanded simulation activities in the BSN program, particularly in the practicum course. 	<p>Sterling Roberts (Chair) Sec Krystal Canady Josie Doss Debbie Greene Talecia Warren Catherine Fowler JoAnne Raatz New Sim Person</p>
School of Nursing Exclusive	<ol style="list-style-type: none"> 1. Develop a plan that would enhance the School of Nursing professional environment to encourage the recruitment, retention, and success of an exemplary and diverse faculty and 	<p>Carol Sapp (Chair) Talecia Warren Laura Darby Flor Culpa Bondal</p>

<p>Excellence Task Force</p>	<p>staff to fill all vacant faculty lines. Plan to be completed and approved by the Nursing Faculty Organization by January 2020.</p> <ol style="list-style-type: none"> 2. Develop a plan that would enhance the School of Nursing admissions and progression policies to encourage the recruitment, retention, and success of an exemplary and diverse students. Plan to be completed and approved by the Nursing Faculty Organization by December 2019. 3. Head the formal review process of the SON Mission and Vision and make suggestions for changes that will ensure that Inclusive Excellence goals are evident and that we are in alignment with the GC and CoHS mission and vision. Present to SON for approval no later than December 2019. 4. Work with the Director of the School of Nursing to guide the Development of the <u>Strategic Plan 2020 – 2025</u>. Submit to NFO for final approval <u>December 2019</u>. 	<p>John Marshall* Susan Steele *</p> <p>* Members of CoHS Inclusive Excellence Committee</p>
<p>School of Nursing Search Committee</p>	<ol style="list-style-type: none"> 1. Complete all university required training for search committee members. 2. Work with the <i>School of Nursing Exclusive Excellence Task Force</i> to develop appropriate advertising and recruitment efforts for the SON vacant positions. 3. Work with the Director of the SON to post vacant positions and fill by August 2020. 	<p>Jennifer Goldsberry (Chair) Glynnis Haley (Chair Elect) Sterling Roberts Gail Godwin Carol Sapp (Diversity Officer) Michelle Marks (Staff)</p>
<p>NCLEX Work Group</p>	<ol style="list-style-type: none"> 1. Attend NCLEX Program on fully utilizing NCLEX reports. 2. Plan a faculty teaching session to train and support all faculty in the analysis and use of NCLEX reports to improve course and program outcomes. 	<p>Gail Godwin (Chair) Catherine Fowler Leslie Moore (review for EE Committee) Jennifer Goldsberry</p>
<p>Clinical Evaluation Task Force</p>	<ol style="list-style-type: none"> 1. To develop an evidence based online clinical evaluation method for undergraduate nursing that would address weekly, midterm, and end of course evaluation of students. 2. The evaluation method should be across the program and show student progression and attainment of program outcomes. 3. Standardization of clinical paperwork should be considered and effort to streamline for both students and faculty. 	<p>Laura Darby (Chair) Jennifer Goldsberry Glynnis Haley Gail Godwin Josie Doss Leslie Moore (review for EE Committee)</p>

	4. Presentation of findings and recommendations to NFO for approval and full implementation by spring semester. Pilot evaluation to begin fall semester with new cohort and curriculum.	
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SON Tenure and Promotion Committee

Susan Steele
Carol Sapp
Dean Baker
Flor Culpa Bondal
Leslie Moore
Josie Doss
Sheryl Winn