



Nursing Program Advisory Committee Meeting Minutes

Tuesday, October 31, 2017

11:30 am – 1:00 pm

Room 9201, Pagoda Union Building (#9000)

Attendance: Kathryn Ogden (Swedish Medical Center), Sydne James (WSNA)

Faculty/Staff Attendance: Lynn Von Schlieder, Corki Budnick, Anna Sterner, Lori Stephens, Mary Burroughs, Jessica Simpson, Betty Kost, Trena Redman, Lisa Malik Julie Miller (Pro Rata Faculty), Sharon Lowenborg (Recorder), Carol Colon (P/T Faculty)

Absent: Anna Shanks, Sue Christenson, Karen Paulsen (Northwest Hospital), Debbie Kelly (VMMC)

Students Present: Taylor Michaels (4th Q – SCCANS Co-President), Priscilla Sayles (3rd Q – Class Rep)

I. **Welcome and Introductions and Goals for the Year** – Lynn Von Schlieder, Nursing Program Director & Faculty Lead

II. **Approval of April 25, 2017 Minutes**

No corrections. Moved to Accept: Lori Stephens and 2nd: Corki Budnick All approved.

III. **Election of Chair**

Lynn will send out an email to find a volunteer to fill the position of chair

Would it be helpful to set up a virtual meeting with ZOOM? – Lynn will look into this – the consensus is that this would be very helpful and help more participation

Reach out to people at clinical sites

Trish Ortiz – Columbia Lutheran – new representative for committee from Columbia Lutheran

There was a suggestion to send out a survey to look into changing meeting time
6 or 6:30?

Early in the morning

Follow-up on RSVP sooner – at 3 weeks and maybe again at 2 weeks

Outlooks request – use calendar invite – “save the date”

IV. Committee Members Update

Kathryn Ogden – Swedish Medical Center

- CPNW is now the first step in student onboarding – it seems that the student were happy with this new requirement
 - This will be done annually
 - How are we documenting the modules being completed – Health care will get
 - Swedish is asking for proof of completion of modules
 - Education process can come after passports –
 - We will talk about the timing of having students complete modules – Kathryn would like proof by the end of quarter

FOLLOW-UP QUESTION: Send separately or by quarter?

- Consortium website – is there any feedback on the website content
 - Submit comments and feedback free form –to Kathryn Ogden
 - A form to submit – to identify problems (possibly in the future)
 - MRI Module - ? – this is required by the regulatory board - this is a huge focus at facilities
 - Toxins Module – matching questions were a bit hard set up as is – there is a ? mark icon near each matching question
 - Doing modules once a year is very helpful and that they fulfill requirements at all facilities

- Question about InfoPort going away – looking for a different platform – technology has changed
 - Looking for a new host and working with CPNW to see if this can be done in the early stages of planning

- Construction will start soon at 1st Hill and Cherry Hill

- Badges that need to be returned was discussed returned by clinical faculty or by mail in 7 days
 - Invoicing will begin now for badges that are not returned within the 7 days

- Increased surveillance with badges – in the process of figuring out

- Peds services is moving to Issaquah and teaming up with Seattle Children's

- No nursing student hiring for the past year

- Nursing Tech 1 & 2 – Job descriptions are being written now
 - 70 – Ed Track Nurse Tech – 20 - ?
 - Nurse Tech requirements – Lynn makes sure that the students know the requirements before signing the forms

- Residency Data - A look at 5 years of data for this

- Last year's co-hort = 450 lost about 10% - identified who needed to move on
- It is not the millennials leaving – most moving on to specialties
- The number of new grad RNs are really increasing the number of novice RNs – focusing on mentorship
- Swedish likes to hire Shoreline nursing students
- Swedish Ballard Psych Unit – they take senior practicums – 8 students would be a lot and at this time they are not ready for taking in a new student rotation
- Recommendations for the program – please submit to Lynn
- Invite Psych faculty to the talk on these issues
- 8 residency positions in behavioral health at Swedish

Taylor Michaels/Priscilla Sayles (SCCANS)

- Puerto Rico supply drive started in October – supplies that were donated were sent
- Student in need fund raiser – is going on now – need more students to participate
 - \$\$ is given to class reps – then Corki is given to the Foundation for distribution
 - Students can nominate someone or nominate themselves
 - Corki has gotten 3 nominations so far
 - This is anonymous
- Brown Bag name change – new name is Lunch and LeaRN – 1st/4th and 5th won the naming contest
 - Various experienced RNs presented so far this quarter
 - Lunch and LeaRN coordinators schedule speakers
- 3rd Quarter Nursing students have the opportunity to go to WSNA
- Nursing Students of Washington State – 5 students were chosen to go
- Safety test in the skills lab
- Nurses Day – Dana Nelson Peterson was the guest speaker - \$455 was raised
- QSEN Box – competency questions
- QSEN Shadow Box – students
- SCCANS student picnic at Richmond Beach this summer to welcome new and returning students

Anna Sterner

- Surviving accreditation visit – Evaluation committee is looking into how to follow up and carry things forward

Corki Budnick

- Curriculum committee – is prioritizing items to tackle this year

- Corki is leaving Shoreline at the end of fall 2017 quarter – thanks extended for her work in the Nursing Program

Jessica Simpson

- No Update

Trena Redman

- No Update

Carol Colon

- No update

Sydne James (WSNA)

- Discuss flyer that is attached to minutes – Advocacy Camp
- Legislative Day – Update on what happens at Legislative Day and the importance of attending
- Cost of attending Nurse Legislative Day was discussed and WSNA is looking into lowering the cost
- Heather Stevens (?NAME) Director in Nursing Health
- Joelle Fatai - Health Care policy
- Shoreline Nursing Students are the best

Lori Stephens

- OADN Update on student presentations that were given on October 30, 2017
 - Students prepared and were very professional
 - OADN is the Nursing Program Honor Society
 - 10% of all Nursing Students qualify
 - 5 Quarter – community teaching project – teaching about lessons learned while preparing for the presentation
 - Something published in the OADN flyer (newsletter) submit to OADN

Betty Kost

- ACEN 2017 criteria is being worked on and will be updated regularly
- SPE

Lisa Malik

- No Update

Lynn Von Schlieder

- Position for new Associate Dean is now in the process
- Update on ACEN visit (ACEN Site Visit – Review of Exit Meeting Hand-out (attached)
 - Continuing accreditation – with recommendations
 - Nursing program administrator – has authority over all of the Nursing Program
 - Findings will be presented to a 15 panel committee
 - Could be a focused site visit

- This will be identified by March
- Areas needing improvement
 - Program improvements are being worked on
 - Grievance procedure being updated
 - Medication List is being updated
- Only 2 General Education Faculty showed up to meeting with visiting team
- 4 people showed up to Public Meeting (nothing went out to Advisory Committee Meeting) - Look into Public notice
- Save the Date
- The visiting team were very helpful
- NCLEX pass rate handout (attached to minutes)

V. Shoreline Nursing Program Updates

- a. Associate Dean position currently open – Lynn will be retiring in December 2017
 - 1) The application for this is now closed and the hiring process has begun
- b. Accreditation Commission for Education in Nursing (ACEN) Update and Review of Findings
- c. Accomplishments – Not addressed
- d. Program Evaluation
 - 1) NCLEX Results
 - 2) End-of-Program Surveys
 - 1. Betty Kost passed out the Program Completion Table hand out (attached) this was discussed
 - 2. Overall completion rate for LPNs is very high (maximum # of students = 4 on a space available basis)
 - 3. 10 quarter option is very high
 - 4. Expected level of achievement is 70%
 - 3) Graduate Survey Results – Not addressed
 - 4) Employer Evaluations – Not addressed
 - 5) Employment Summaries – Not addressed
 - 6) Winter Application #s – Not addressed

VI. Next meeting on April 24, 2018 (? – TBD)

The next Nursing Advisory Committee meeting will be on Tuesday, April 24, 2018 from 11:30-1:00 pm at Shoreline Community College in the Board Room.

VII. Adjournment at 1:00 p.m.

Respectfully Submitted,

Sharon Lowenborg



Amplifying our voices

When nurses speak with one voice, policymakers listen.
Join us in speaking up together. Let's build on our 2017 wins.

Advocacy Camp and Legislative Reception CNE available

Step up. Speak Out. Lead.

Jan. 11, 2018

2 p.m. to 5 p.m. Advocacy Camp 5:30 p.m. to 7 p.m. Legislative Reception

The Heritage Room, Olympia

Interested in learning more about the legislative process? WSNA's legislative priorities? How you can make a difference? Join us for a fun and engaging 3-hour session that will leave you ready to step up, speak out, and be a legislative lead at Nurse Legislative Day. Practice your new skills while networking with lawmakers at WSNA's annual Legislative Reception.

Refreshments and heavy hors d'oeuvres will be served. Receive complimentary admission to Nurse Legislative Day (\$60 value) by attending Advocacy Camp. This event is capped at 150 participants, so register early.

Nurse Legislative Day CNE available

Step up. Speak Out. Influence.

Jan. 22, 2018

8 a.m. to 5 p.m.

Washington Center for the Performing Arts, Olympia

Join hundreds of nurses and students from all across Washington state at your annual lobby day in Olympia. The Governor is invited as our keynote speaker again this year, and we look forward to honoring a bipartisan group of legislators as 2017 Nursing Champions. Morning sessions are followed by lunch (provided) and afternoon meetings with legislators on the hill. Help influence the state of nursing, health care, and patient safety!

This event is \$60 for pre-registered WSNA members or free for Advocacy Camp participants.

register at
wsna.org

WSNA[™] Washington State
Nurses Association

The leading voice and advocate
for nurses in Washington state

ACEN SITE VISIT

October 17-19, 2017

REVIEW OF EXIT MEETINGS

Areas Needing Development (AND)

Evaluation of Team

Evaluation Review Panel in January

- Associate Dean will have opportunity to listen to meeting

STANDARD 1. Mission and Administrative Capacity

Excellent outcomes

Partnerships

Communities of interest

Affiliation Agreements with BSN programs

1.8 and 1.9 Noncompliant

- Control from all aspects not evident- no tangible evidence
- Nurse administrator needs full authority
- Totally fixable
- Sign tenure tract reports
- Move all faculty under Associate Dean
- Develop and monitor budget with faculty input
- Hiring faculty
- Evaluating faculty
- Part of central administration

1.10 Policies good

STANDARD 2. Faculty and Staff

2.3 Credentials- track through masters programs

- Faculty records good but missing evaluations and orientation
- Waivers complete

2.4 preceptorships- Mary and Anna fixing

2.5 Full-time

- Workload
- Lack of cohesiveness with part-time faculty
- Moonlighting- not required
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2.6 Professional development plan

- Faculty current and competent but nurse administrator needs to track 2.7 and 2.8 fine

2.9 Faculty evaluations- need to improve

STANDARD 3. Students

All compliant

(grievance procedure, med procedure, handbook)

STANDARD 4. Curriculum

Compliant

4.1 Minutes of Faculty retreat- minutes should reflect curriculum review

4.3 Outcomes

MCOs good

4.8 Credit hours- needs clarified (110-115 max)

Showed solid program of study

Need to add Advanced Placement Program for LPNs as a program option in brochure and website (LPN map)

Need to add 094 and 095 (NURSE 095, 096, 097, 098) to program of study

End of course review- need in minutes and close the loop

STANDARD 5. Resources

No issues

Library very supportive

STANDARD 6. Outcomes

6.1 SPE- outcomes very admirable

- Some Expected levels of achievement (ELAs) are not measurable and need to be revised
- Missing data- need to adjust

6.2 Need disaggregated data for all three options

6.3 Great

6.4.1 NCLEX results

- Excellent
- Need to aggregate by program option

6.4 Pass rates admirable

- LPNs good- 82%
- 6-Quarter 72, 83, 88- ELAs met

- Recommend to keep at 80% or greater
- 10-Quarter- 70.8%

Program satisfaction low one year- 88, 82, 90

Employer satisfaction AND – but not required to track with 2017 standards

Job placement rates- missing

Final Recommendation- Continue accreditation with Standard 1 Non-compliant

**Table 6.5.2
PROGRAM COMPLETION TABLE
FALL 2012 – SPRING 2017**

Definition: The assigned cohort is designated by the quarter in which the student first enrolled into a nursing course.

Quarter First Entered Program Cohort & # Entered	Number Entered in Cohort	Graduated in 6 quarters*	Graduated in 9 quarters	Graduated within 150%**	Graduated in more than 9 quarters	TOTAL Graduated in Cohort	Did Not Complete
Fall 12	30	21 (70.0%)	3 (10.0%)	24 (80.0%)	1 (3.4%)	25 (83.3%)	5 (16.7%)
Winter 13	31	20 (64.5%)	6 (19.4%)	26 (83.9%)	0	26 (83.9%)	5 (16.1%)
Spring 13	31	22 (71.0%)	6 (19.4%)	28 (90.3%)	0	28 (90.3%)	3 (9.7%)
Totals 2012-13	92	63 (68.5%)	15 (16.3%)	78 (84.8%)	1 (1.1%)	79 (85.9%)	13 (14.1%)
Fall 13	30	24 (80.0%)	2 (6.7%)	26 (86.7%)	0	26 (86.7%)	4 (13.3%)
Winter 14*	32*	21 (65.6%)	4 (12.5%)	25 (78.1%)	1 (3.1%)	26 (81.3%)	5 (15.6%)
Spring 14	32	20 (62.5%)	5 (15.6%)	25 (78.1%)	3 (9.4%)	28 (87.5%)	4 (12.5%)
Totals 2013-14	94	65 (69.1%)	11 (11.7%)	76 (80.9%)	4 (4.3%)	80 (85.1%)	13 (13.8%)
Fall 14*	32*	20 (62.5%)	6 (18.8%)	26 (81.3%)	1 (3.1%)	27 (84.4%)	3 (9.4%)
Winter 15*	32*	21 (65.6%)	7 (21.9%)	28 (87.5%)	0	28 (87.5%)	4 (12.5%)
Spring 15*	26*	18 (69.2%)	2 (7.7%)	20 (76.9%)	0	20 (76.9%)	3 (11.5%)
Totals 2014-15	90	59 (65.6%)	15 (16.7%)	74 (82.2%)	1 (1.1%)	75 (83.3%)	10 (11.1%)
Fall 15*	29*	15 (51.7%)	0	15 (51.7%)	0	15 (51.7%)	
* - Students still in progress							
10-QUARTER PROGRAM OPTION		Graduated in 10 quarters***	Graduated in 15 quarters	Graduated within 150%****	Graduated in more than 15 quarters	TOTAL Graduated in Cohort	Did Not Complete
Fall 12	24	17 (70.8%)	2 (8.3%)	19 (79.2%)	0	19 (79.2%)	5 (20.8%)
Fall 14	20	15 (78.9%)	1 (5.0%)	16 (80.0%)	0	16 (80.0%)	4 (20.0%)
LPN OPTION		Graduated in 4 quarters	Graduated in 6 quarters	Graduated within 150%	Graduated in more than 6 quarters	TOTAL Graduated in Cohort	Did Not Complete
Fall 12	4	3 (75.0%)	0	3 (75.0%)	1 (25%)	4 (100%)	0
Winter 13	5	4 (80.0%)	0	4 (80.0%)	0	4 (80%)	1 (20%)
Spring 13	0						
Totals 2012-13	9	7 (77.8%)	0	7 (77.8%)	1 (11.1%)	8 (88.9%)	1 (11.1%)
Fall 13	1	1 (100%)	0	1 (100%)	0	1 (100%)	0
Winter 14	2	2 (100%)	0	2 (100%)	0	2 (100%)	0
Spring 14	0						
Totals 2013-14	3	3 (100%)	0	3 (100%)	0	3 (100%)	0
Fall 14	4	4 (100%)	0	4 (100%)	0	4 (100%)	0
Winter 15	3	2 (33.3%)	66.7%	3 (100%)	0	3 (100%)	0
Spring 15	2	2 (100%)	0	2 (100%)	0	2 (100%)	0