

**Doug Ducey**  
Governor



**Joey Ridenour**  
Executive Director

## *Arizona State Board of Nursing*

### Education Advisory Committee Minutes

June 3, 2016

9:30 AM

Board Room

Arizona State Board of Nursing

4747 N. 7<sup>th</sup> Street, Suite 200

Phoenix AZ 85018

| AGENDA ITEM | TOPIC                    | DOCUMENTS REVIEWED                              | DISCUSSION  | ACTION  | FOLLOW-UP    |
|-------------|--------------------------|---|---|---|--------------|
| 1.          | Call to order            | None  | Committee Chair McCormies declared a quorum was present and called the meeting to order at 9:30am | <b>No Action</b>  | No Follow-Up |
| 2.          | Introduction/<br>Welcome | None  | McCormies welcomed members and guests.  | <b>No Action</b>  | No Follow-Up |
| 3.          | Approve minutes          | Meeting minutes from the April 15, 2016 meeting | None  | <b>Motion:</b> Approve 4/15/16 EC Meeting Minutes<br><b>Moved:</b> Doshier<br><b>Seconded:</b> Berry<br><b>Call to Vote:</b> Unanimous<br><b>Motion Carried</b> | Post to Web  |

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|---|--|--|---|---|--------------------------|
| 4.a.<br>Application for Proposal Approval                   | None<br>(Discussion/ Recommendation)                               | None   | None  | <b>No Action</b>  | No Follow-Up             |
| 5.a.<br>Application for Provisional/ Full Approval/ Renewal | Arizona Western College RN Program<br>(Discussion/ Recommendation) | AWC - Nursing Student Guide (1/2016)<br>AWC Nursing Faculty Guide (1/2016)<br>AWC - Self Study Report (1/2016)<br>AZBN - AWC Site Visit Report (2/23/16-2/25/16) | Gloria Hager recused and presented along with Alison Casebolt, Director (Telephonically), on behalf of Arizona Western College. Discussion about administrative support for the program, re-modelling of space for simulation underway; should be ready for students by fall 2016. Classroom space: additional classroom has been provided along with an office for adjunct faculty. Student Evaluations of faculty: how do you offer the opportunity for students to evaluate faculty- paper and electronically? Half and half. Goal is to have everything on-line. Return rate is better with paper (100%) vs online (50-75%). Have turned 2 part-time clerical positions into a fulltime position – have posted this position and actively recruiting. Four faculty members are funded thru the community. Contract is re-negotiated every 2 years. Grant funded | <b>Motion:</b> Continue approval for Arizona Western College RN program. With a 2 year site visit and self-study update<br><br><b>Moved:</b> Harrell<br><b>Seconded:</b> Stewart<br><b>Call to Vote:</b><br>Killeen- Yes<br>Akes-Caves- Yes<br>Stewart- Yes<br>McCormies- Yes<br>Harrell- Yes<br>Schultz- Yes<br>Morris- Yes<br>Berry- Yes<br>Doshier- Yes<br>DeFalco- Yes<br><b>Motion Carried</b> | Add to July Board Agenda |

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|---|---|--|---|--|---|
|   |   |  | <p>– grant in place for over 10 years. 8 faculty – 6 filled and 2 open/posted.</p> <p>Program has undergone a reorganization revision. New president to start on July 1, 2016</p>   |  |   |
| 6.a.<br>Application for Program Change                      | Pima Community College RN Program<br>(Discussion/ Recommendation)         | <p>Notice of Change to Administrative Structure (5/27/16)</p> <p>Planned Substantive Change Report (5/27/16)</p> | <p>Brian Stewart recused himself.</p> <p>Yolanda Stokes and Joseph Gaw from Pima CC were present and available for questions.</p> <p>Questions on Organization Chart - Full time faculty – support staff and chair position.</p> <p>Discussed LPN work requirement and College Algebra requirement.</p> | <p><b>Motion:</b> To approve the application for Program Change at Pima Community College</p> <p><b>Moved:</b> Caves</p> <p><b>Seconded:</b> Morris</p> <p><b>Call to Vote:</b></p> <p>Hager- Yes<br/>Killeen- Yes<br/>Akes-Caves- Yes<br/>Stewart- Yes<br/>McCormies- Yes<br/>Harrell- Yes<br/>Schultz- Yes<br/>Morris- Yes<br/>Berry- Yes<br/>Doshier- Yes<br/>DeFalco- Yes</p> <p><b>Motion Carried</b></p> | Add to July Board Agenda                            |
| 7.a.<br>Applications for Refresher Course Approval/ Renewal | South Dakota State University LPN Program<br>(Discussion/ Recommendation) | <p>SDSU Application (4/27/16)</p> <p>SDSU Board Checklist (4/27/16)</p>  | Linda Lemme Program Assistant for continuing nursing programs presented telephonically for SDSU.  | <b>Motion:</b> Moved to table until evidence is received by Board staff assuring that graduates of the PN refresher program meet expected math calculation competencies.   | Board Staff (C.George) will follow up with program. |

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|                           |  |  | <p>Randolph asked for clarification of 72% passing standard and dosage/calculation questions on the test. Response: 3 Dosage/Calculation questions are part of a 25 question test that must be passed with 72%.</p> <p>Committee expressed concern with low standard on dosage calculation not consistent with rule requirements to ensure safety of graduates.</p> | <p><b>Moved:</b> Stewart<br/> <b>Seconded:</b> Schultz<br/> <b>Call to Vote:</b> Unanimous</p> |  |
| 8.a. One-Year Reports     | None   | None   | None  | <b>No Action</b>   | No Follow-Up   |
| 9.a. Updates              | Cochise Location Change (Information Only)               | Letter Dated 4/18/16                                 | <p>Information Only</p> <p>Jennifer Lakosil presented telephonically and updated the committee on the location change.</p>  | <b>No Action</b>   | No Follow-Up   |
| 9.b.                      | Arizona College Administrative Change (Information Only) | Email Dated 5/12/16                                  | <p>Information Only</p> <p>Randolph made a correction to the spelling of the name listed in the email.</p>  | <b>No Action</b>   | No Follow-Up   |
| 10.a. Information/ Policy | Clinical Faculty Expectations Advisory Opinion           | Draft Clinical Faculty Expectations Advisory Opinion | Discussed the draft and possible modifications/ changes that need to be made or added to the advisory opinion. Sub-committee will   | <b>Sub-Committee will bring modified Advisory Opinion back to committee</b>                    | Randolph will make changes and send to sub-committee members for additional corrections. |

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|                                   | (Discussion/ Recommendation)  |  | bring back for review in August 2016  |                  | Once all corrections from EC are incorporated, will send to program directors for feedback.   |
| 10.b.                             | Public Notification of Program Status Policy Revisions<br><br>(Discussion/ Recommendation)      | Revised Public Notification of Program Status Policy | Information Only  | <b>No Action</b> | Post on website and in policies.  |
| <i>Break from 11:07am-11:22am</i> |   |  |   |                  |   |
| 11.a.<br>Standing Agenda Items    | Arizona Action Coalition Update   | Verbal Update  | Randolph provided an update on the activities of the Arizona Action Coalition.  | <b>No Action</b> | No Follow-Up  |
| 11.b.                             | Draft of May 19 <sup>th</sup> , 2016 Board Meeting- Education Minutes<br><br>(Information Only) | Draft of Education section of Board minutes          | Information only  | <b>No Action</b> | No Follow-Up  |
| 12.                               | Debriefing on today's meeting   | None   | Members gave their impressions of the meeting.  | <b>No Action</b> | No Follow-Up  |
| 13.                               | Call to the Public  | None   | Joseph Gaw asked about a rule that says a program has to have an adequate number of clinical staff prior to enrolling students. Also suggested adding a standing agenda item to have a dialogue with the nursing directors. | <b>No Action</b> | Randolph will revise AO to include rule reference<br><br>Board Staff to add Dialogue with Nursing Directors to EC Agendas as standing item. |

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| 14.         | Future meeting topics/ dates | None               | <p>Next Meeting August 5<sup>th</sup>, 2016</p> <p>New Committee Members will be appointed at the July Board Meeting.</p> <p>October EC Meeting - October 28<sup>th</sup> date set</p> | <b>No Action</b>                                  | Board Staff to add October meeting to calendar and website |
| 15.         | Adjournment                  | None               | The meeting adjourned at: 11:56  | <b>Moved:</b> Harrell<br><b>Seconded:</b> Doshier | No Follow-Up   |

**June 3, 2016 Education Advisory Committee Attendance**

| <b>Members Present</b>   | <b>Members Absent</b>   | <b>Board Staff</b>  | <b>Guests</b>                                   |
|--|---|---|---|
| <p>Sharon Akers-Caves, RN, BC, MS, MSN<br/>                     Tina Berry, PhD, MBA, HCM, RN<br/>                     Nick F. DeFalco, RN, MSN<br/>                     (Telephonic)<br/>                     Sally Doshier, EdD, RN, CNE<br/>                     Gloria Hager, RN, MS<br/>                     M. Shawn Harrell, RN, MSN Board<br/>                     Member, Co-Chair<br/>                     Mary Killeen, RN PhD<br/>                     Carolyn McCormies, RN, MSN, FNP-<br/>                     BC Co-Chair<br/>                     Brenda Morris, EdD, RN, CNE<br/>                     Margi Schultz, PhD, RN, CNE, PLNC<br/>                     Brian Stewart, MSN, BSN, BFA, RN</p> | <p>Robin Schaeffer, MS, RN, CNE,<br/>                     CAN</p> | <p>Ronda Doolen, Education Program<br/>                     Administrator (Telephonic)<br/>                     Cindy George, Education Nurse Practice<br/>                     Consultant<br/>                     Lyn Ledbetter, Education Program<br/>                     Assistant<br/>                     Pamela Randolph, Associate Director,<br/>                     Education and Evidence-Based<br/>                     Regulation</p> | <p>On file at AZBN; available upon request.</p> |