
Recorder: Jasmine Serrano
Facilitator: Rebecca Archuleta

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| 1. Call to Order, roll call, approval of meeting minutes & agenda | • Call to Order- 3:10pm  
• Roll Call- Introductions invited  
• Approval of Previous Meeting Minutes  
• Approval of Agenda | Meeting minutes approved. Agenda approved. | | Closed |
| 2. Introductions | Introduction done. | | | Closed |
| 3. Report from the Chair | Rebecca Archuleta was asked by Ellen to Chair the meeting. Mrs. Archuleta had no report, however, thanked all members for taking time to be at today’s meeting. | | | Closed |
| 4. RN to BSN Program Report | **CCNE Accreditation Report/Update**  
• The CCNE re-accreditation site visit will take place on April 11-13, 2016.  
• The RN to BSN Program is eligible for a 10 year re-accreditation  
• The Dean invited CAB members to attend a meeting with the site visitors and the CAB members scheduled for April 11, 2016 at 3:00 pm in room VE 201. Refreshments will be served.  
• The Associate Director spoke about the importance of CAB members being present for site visit meeting and informed members that general questions will be asked by site visitors.  
• The Dean distributed information on third party comments to CAB members. | | | Closed |
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|       | • The Dean gave an overview about the site visitor team members.  
|       | • The Dean informed members that the site visitors will meet with students, faculty, administrators, and student support staff during the site visit. The Dean expressed confidence that the program has met all accreditation standards and will be re-accredited.  
|       | **Summary of Program Outcomes**  
|       | • 15 currently enrolled students (3 students on LOA).  
|       | • Anticipate 3 graduates in May 2016.  
|       | • Currently looking into hybrid/online courses. 80% of RN to BSN Programs nationwide are now online.  
|       | • 0.5 FTE faculty position was approved. The program hopes to fill the position by the fall 2016 semester.  
|       | • NURS 451 Global and Community Health II students are participating in Service Learning Projects in local community agencies as part of their clinical experience hours. Some students will be creating an educational video by working with Rio Arriba County Health & Humans Services and by riding the Harm Reduction mobile unit that provides needle exchanges in Rio Arriba.  
|       | • The Associate Director solicited stakeholder input. |

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| 5. | ADN Program Report | **ACEN Accreditation Report/Update**  
|    |                   | • The Program Director reported the ADN Program received candidacy status in November 2015 with the ACEN. A site visit will take place within two years.  
|    |                   | • Moving forward with the accreditation process depends upon NCLEX-RN pass rates for May 2016 graduates.  
|    |                   | • The revised curriculum was implemented in fall 2015. Total program credits decreased from 76 to 68 credit hours with a 5 semester completion. The previous curriculum will be taught out in May 2016.  
|    |                   | • Theresa Lopez showed slide of new curriculum courses.  
|    |                   | • Joan asked how long the new curriculum will be “monitored” before seeing results. Theresa responded with rule of thumb is usually 3 years. |
### ADN Enrollment
- Currently there are 13 students in Level I and 12 students in Level II.
- The plan is to admit 24 students for the fall 2016 semester cohort (increase by 8 students).

#### Program NCLEX-RN pass rates
- May 2015 graduates 93.75% pass rate
- Reviewed 2013-2015 pass rates. The program needs a three year pass rate at or above the national mean. Currently our 3 year pass rate is xxx. The program needs to drop the low pass rate from 2013 and have a good pass rate for 2016.
- The director spoke and emphasized the importance of pass rates this year to move forward with candidacy.
- Lore Pease asked what was done different to improve pass rates last year. The program utilized Kaplan standardized testing policies and Virtual ATI for students who did not meet established benchmarks.
- The director presented a power point presentation (see attached document) with information regarding employer satisfaction and graduate employment rates.
- The director introduced new ADN Faculty.
- Informed members of Clinical coordinator position that was approved for AY 2017.

### Board of Nursing Updates
- Theresa showed data via slideshow from Board of Nursing
- Students who pass NCLEX within 3 months.
- BON is considering LPN eligibility licensure via online course.
- Suggested simulation guidelines and clinical time is being looked at.

### Upcoming events
- ADN Pinning Ceremony will be on May 13, 2:00pm-5:00pm.
- Commencement will be May 14 at 9:00am.
|   | 6. Update on community partnerships | • The Dean reported that the ADN Program is negotiating a clinical partnership with Presbyterian Espanola Hospital.  
• The Dean and the Foundation Director have had preliminary meetings with Christus St. Vincent Regional Medical Center regarding potential partnerships.  
• A new clinical contract was signed with Fresenius and Ambercare. |   | Closed |
|---|-----------------------------------|---------------------------------------------------------------------------------|---|---|
|   | 7. Ruby Palmlund & Leonard Maley Simulation Lab | • Dean Trabka presented background information on the Northern New Mexico College Foundation *Ruby Palmlund & Leonard Maley Nursing Endowment* that funds scholarships for ADN nursing students.  
• The date of the Ribbon Cutting Ceremony will be April 28, 2016 at 3:00pm. All CAB Members are invited and encouraged to attend. | The planning committee will send out formal invitations to all board members. | Closed |
|   | 8. Employer Surveys | • The ADN Program will distribute Employer Surveys in May 2016.  
• The BSN program will distribute Employer Surveys in April 2016 |   | Closed |
|   | 9. Advisory Board Members/Concerns, Questions | None reported. |   | Closed |
|   | 10. Adjournment | Meeting adjourned at 3:55pm |   |   |

Respectfully Submitted by:  

Jasmine Serrano  

Approved by:  

Ellen Trabka, Theresa A. López