**Northern New Mexico College**  
*College of Nursing and Health Sciences*  
*Nursing Community Advisory Board (CAB)*  
**Meeting Minutes**  
*Date: 4/17/2015*  
*Time: 2 p.m.*  
*Place: Seledon Martinez Building Rm VE 201*

**Attendees:**  
Chair Lauren Reichelt, Theresa López, Ellen Trabka, Joan Walker, Rebecca Archuleta, Tracie Stratton, Jasmine Serrano, Darlene Hess, Karen Thomas, J.R. Clark, Julia Vasquez, Ana X. Gutierrez Sisneros, Veronica O’Halleran  
**Recorder:** Jasmine Serrano  
**Facilitator:** Lauren Reichelt

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| 1. Call to Order | 1. Call to Order  
2. Roll Call tabled—introductions invited  
3. Approval of Previous Meeting Minutes  
4. Approval of Agenda | Meeting minutes approved.  
Agenda approved. | | Closed |
| 2. Report from the Chair | 1. Chair Lauren Reichelt extended a warm welcome to members.  
2. Chair Reichelt has no report for today. She did express her enthusiasm for the work the CAB is doing and thanked all members for taking the time to be at today's meeting | N/A | N/A | Closed |
| 2. RN to BSN Program Report | Dr. Darlene Hess, RN to BSN Assistant Director, updated members on current information regarding the RN to BSN program:  
1. 19 students are currently enrolled in the RN to BSN program  
2. 3 students will be graduating in May 2015  
3. The RN to BSN program is working with the NMMC marketing department to actively recruit more students  
4. Dean Trabka was interviewed recently on a local radio show  
5. Students from NURS 451 sponsored a community health fair, Amor Norteño, as part of a service project for that course. The focus of the fair was on self-care. The fair took place in the Commons area of NMMC | Request for RN to BSN presentation to the Rio Arriba Health Council | Faculty of the RN to BSN program | Open |
and was attended by a large number of community members. The money that was raised from the sale of tee shirts with the Amor Norteño logo will be used to purchase an AED for NNMC.

6. Ana X. Gutierrez Sisneros, instructor for NURS 451, gave a power point presentation on the project. NNMC President Dr. Nancy Barceló named the month April as self-care month in honor of the fair.

7. The RN to BSN program is currently accredited for 5 years. The program is scheduled for a reaccreditation site visit April 11-13, 2016. The goal is to achieve a 10 year accreditation.

8. CCNE, the RN to BSN accrediting body, will be accepting community comments as part of the accreditation process.

9. The RN to BSN program has submitted an application for an award from the American Holistic Nurses’ Association (AHNA) for excellence in holistic nursing education. The application was submitted this week and a response is expected by June. Letters of support for this award were circulated among members for review.

10. Cards were distributed to Board members for feedback on the RN to BSN program.

11. Chair Reichelt suggested that either Dean Trabka or Dr. Hess give a presentation to the Rio Arriba Health Council on the accreditation status of the RN to BSN program.

### ADN Program Report

ADN Program Director López reported updates and concerns regarding the ADN program:

1. The program has 5 full-time master’s prepared nursing faculty on staff.
2. Mr. Lucas Gonzales, associate professor of nursing, was recently awarded a visiting summer scholar position at University of Texas, Austin.
3. Ms. Katie Tomarelli, assistant professor of nursing, will be presenting her graduate work at the Pacific Rim International Conference on Disabilities in May. Her work will also be published.

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<td>4. ADN Program Report</td>
<td>ADN Program Director López reported updates and concerns regarding the ADN program: 1. The program has 5 full-time master’s prepared nursing faculty on staff. 2. Mr. Lucas Gonzales, associate professor of nursing, was recently awarded a visiting summer scholar position at University of Texas, Austin. 3. Ms. Katie Tomarelli, assistant professor of nursing, will be presenting her graduate work at the Pacific Rim International Conference on Disabilities in May. Her work will also be published.</td>
<td>Creation of a group of CAB members interested in pursuing partnerships</td>
<td>Chair Reichelt</td>
<td>OPEN</td>
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|       | 4. 16 ADN students will graduating in May.  
5. The variety of policies implemented this year to improve student success on NCLEX-RN were discussed.  
6. An ADN curriculum revision was started in January 2015 with the help of the ATI consultation company. Documents containing the revised ADN mission, vision, purpose, and philosophy were presented to the CAB members for input. They unanimously agreed with the new statements. New ADN program concepts and student outcomes were also presented and unanimously agreed upon by the CAB.  
7. The topic of clinical partnerships was brought to the table for discussion. Chair Reichelt volunteered to chair a committee to explore this possibility. | N/A | N/A | Open/Closed |
| 5. | NNMC Foundation/Terry Mulert | 1. Mr. Terry Mulert, NNMC Foundation Director, gave a short presentation on the history of the NNMC Foundation.  
2. Per Mr. Mulert, over $1,000,000.00 in scholarships have been awarded to NNMC students since the inception of the Foundation.  
3. The Leonard and Ruby P. Maley Scholarship has awarded approximately $¼ million dollars in scholarships to ADN students.  
4. The Foundation would like to explore the possibility of increasing donations to both nursing programs as well as examining the possibility of creating clinical partnership for faculty and simulation learning opportunities.  
5. Mr. Mulert invited input from CAB members and distributed contact information should any member be interested in continuing the conversation. | Open invitation for input | Mr. Mulert | OPEN |
| 6. | Simulation Laboratory | 1. Ms. Cappie Hausman, Director of the ADN program Skills and Simulation lab, gave a brief presentation on the use of simulation laboratory in the ADN program.  
2. A Simulation Learning Student Packet was distributed to CAB members as part of the introduction to the simulation learning experience.  
3. A tour of the simulation lab was given to the CAB | N/A | N/A | Closed |
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| 7. Graduation               | 1. Director López invited all members to the NNMC Commencement ceremonies on May 16, 2015. The ceremonies will begin at 9 am in the Eagle Gymnasium.  
2. An invitation to the ADN program pinning ceremony was also extended to all CAB members with a formal invitation soon to follow. | N/A    | N/A                           | Closed              |
| 8. Employer Surveys         | 1. Director López asked members who currently have any NNMC ADN 2014 graduates working for them to complete the employer survey. She reminded members how important it is for the program to have this data.  
2. Members agreed to make an effort to complete and return the surveys | Return of Graduate Surveys | Employers                     | Closed              |
| 9. Advisory Board Members/Concerns, Questions | 1. None                                                                                                                                         |        |                               |                     |
| 10. Adjournment             | Meeting adjourned at 3:46 pm                                                                                                                                                                               |        |                               |                     |

Respectfully Submitted by: 

__________________________________                             ____________________________________
Jasmine Serrano                                                          Ellen Trabka, Theresa A. López