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## UA61/1 Advisory Committee Meeting Minutes

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**Associate Degree Nursing Program  
Advisory Board Meeting  
April 17, 2003**

**Agenda**

<b>Welcome.....</b>	<b>Shala Wilson</b>
<b>Introduction of New Members.....</b>	<b>Shala Wilson</b>
<b>Reading of Minutes.....</b>	<b>Judy Walker</b>
<b>Academic Standards Report.....</b>	<b>Lora Moore</b>
<b>Curriculum Update.....</b>	<b>Martha Houchin</b>
<b>Discussion</b>	

**Advisory Board Members**

Dorothy Bailey  
Anna Lewis  
Wanda Humphrey  
Nelson Rue, M.D.  
Scott Sims, M.D.  
Connie Smith  
Sandy Stahl  
Emogene Stephens  
Rebecca Stewart  
Brenda Waltz  
Linda Thomas

**Nursing Faculty**

Martha Houchins  
Linda Clark  
Nancy English  
Carole Evans  
Becky Foster  
Dawn Garrett0  
Kim Green  
Angela Irvin  
Lora Moore  
Kacy Harris  
Wanda Key  
Nancy Rascoe  
Judy Walker  
Shala Wilson

**Part-time Faculty**

Nancy Coffman  
Sherry Lovan  
Vicky Johnson  
Teresa Stidham  
Nellie Bell  
April Tracey  
Nancy Shoultz  
Joan Sanders



Associate Degree Nursing Program  
Advisory Board Meeting  
April 17, 2003

The Associate Degree Nursing Program Advisory Board Meeting was held in Room 145 on the South campus of Western Kentucky University on April 17, 2002. The meeting began at 6:00 PM with a welcome and introduction of new members by Shala Wilson, Advisory Board Committee Chairperson. .

Board members in attendance were Dorothy Bailey, RN, Anna Lewis, RN, Dr. Nelson Rue, Dr. Scott Sims, Kathleen Riley, RN (for Connie Smith, CEO), Brenda Waltz, CEO, and Butch Humphrey, RN,

Faculty members in attendance were Nancy Rascoe, RN, Wanda Key, ARNP, Becky Foster, RN, Judy Walker, RN, Nancy English, RN, Kacy Harris, RN, Shala Wilson, ARNP, Kim Green, RN, Dawn Garrett, RN, Angela Irvin, RN, and Chair of the Health Sciences Division and Director of Associate Degree Nursing Program, Martha Houchins, RN.

Dr. Scott Sims made a motion that the minutes of the 2002 Advisory Committee be dispensed with and accepted as read. There was no objection and the motion passed.

The following is a summary of the discussion and actions taken.

- Shala Wilson presented a report prepared by Lora Moore, which outlines the number of Associate Degree Nursing applicants, admissions, retention rates and number of faculty. The data was reviewed and discussion of the statistics by the committee regarding opportunities to improve retention rates. Ms. Humphrey recommended requiring CNA certification prior to beginning the program. Ms. Houchin discussed problems encountered implementing evening classes and continued efforts to develop innovative opportunities for students, including more joint appointment for clinical staff to serve as clinical instructors. Report Attached.
- Director of Health Sciences Division, Martha Houchins presented an update of the ADN curriculum and challenges facing the ADN program, including space and recruitment of faculty. Dr. Nelson Rue suggested that the problems should be brought to the attention of Dr. Ransdell. Ms. Houchin discussed the organizational structure and noted that Dr. Burch is very aware of the challenges. Dr. Rue volunteered to accompany Ms. Houchin to a meeting with Dr. Ransdell, a time to be set within the next few weeks.
- Ms. Houchin asked for feedback from members regarding the caliber of graduates and if facility needs are being met. Ms. Riley, responded that the

Medical Center has been pleased with recent graduates. Ms. Wilson informed the committee of recent changes in curriculum related to beginning skills earlier in the program, particularly initiating intravenous lines. Ms. Lewis commented that she saw this as a positive change that would allow new graduates to be more confident of their skills. Dr. Rue commented about his positive experience with Western Kentucky University graduates during a recent surgery.

- Ms. Houchin informed the committee that the ADN program has obtained a new piece of equipment with funds from a Perkins Grant. The committee was escorted to room 152 where Nancy English and Dawn Garrett demonstrated some of the capabilities of the SIM Man, a computerized simulation mannequin. Discussion ensued regarding applications for areas healthcare facilities and the plans to share this technology. All members present expressed positive comments regarding this addition to the ADN program.
- Dr. Nelson Rue tendered his resignation due to personal reasons. The committee regretfully accepted his resignation with appreciation for his dedicated service to furthering nursing education throughout his distinguished career.

The meeting adjourned at 6:55 p.m.

Respectfully Submitted,

Shala Wilson, MSN, CS, ARNP

Addendum: Following the Advisory Meeting, the committee chair noted a discrepancy in the interpretation of the statistics as presented and discussed at the meeting. Discussion centered around the 148 admitted during the 2002-2003 semesters and the anticipated number of graduates (77), with concern voiced re: the large percentage who would not graduate. During the discussion we overlooked the time factor. The 148 who were admitted in the 2002-2003 would not be expected to graduate until the 2004-2005 semesters. Of the 77 expected to graduate in 2002-2003, they were part of an initial class of 98 (2000-2001), resulting in a 78% successful completion rate.