
Nursing Department Community Advisory Board Meeting Minutes

Date: Wednesday April 17, 2024, was called to order at 1605.

Location: DON 108

1.1 WELCOME AND INTRODUCTIONS

The Nursing Mission Statement was read by Debra Rapaport, Director of Nursing:

***Nursing Mission Statement:** To provide exceptional nursing education using innovative academic, simulated, and clinical experiences that prepare our graduates as safe, competent, direct-care nurses poised to meet the diverse healthcare needs of our community.*

In Attendance: Joseph Dunn (VA), Sevda Raghib (SPH), Laura Senn (HC), Sandra Bauman, HC Dean/CEO, Ann Willcockson (HC), Dana Palen (HC), Nathan Munn (HC), Debra Rapaport HC, Courtney Radke (HC).

1.1.1 Review of 11/8/2023 Minutes:

- Correction: Edit the following in section 1.3. “Nathan Munn, ~~Sociology~~, Psychology Instructor”.
- Dr. Munn moved to approve the minutes as amended. Ann Willcockson seconded the motion. The minutes were approved unanimously.
- In the minutes, Section 1.2:2 on page 3, the Advisory Board identified two areas they would like to see improvement. Deb Rapaport communicated the changes HC has made in response to the suggestions.
 1. The need for improved communication, time management, and critical thinking skills in the new graduate RNs.
 - The faculty has increased the number of simulations in the three Adult Nursing courses and the Foundation instructor is adding “mini-sims” in the Foundations labs.
 - Both of the changes are designed to help students learn and apply what they learn in class, help them learn time management, and set priorities.
 2. New graduates need help developing “What do I do next?” skills.
 - Students get communication practice in simulations, case studies in class, and SBAR in SIMS and class

1.1.2 Update on Cohorts - Enrollment, Recruitment, Promotional Events

- Enrollment
 - Four RN cohorts -18 first semester, 16 second semester, 13 third semester, 16 fourth semester-graduating May 2024
 - LPN 0 in Helena and 6 in Hamilton.

Recruiting and Promotional Events

- Eighteen 11th and 12th grade East Helena High students toured the Nursing department in November 2023 to learn more about nursing. They got hands-on experience with Sim-Man and gave injections to manikins.
- Career Fair held April 2, 2024. Great turnout.
- Work with Marketing to promote LPN applicants.
 - Benefis is offering scholarships for LPN students that cover the cost of the program (1 year).
 - The cost of the RN Program is estimated at \$12,000 which includes in-state tuition and fees.
 - The cost of the LPN program is estimated at \$6000 which includes in-state tuition and fees.
 - Another recruiting idea is to consider an LPN to RN bridge program offering classes and possibly clinicals in the evening. Also exploring the need for a part-time option for working LPNs.

1.1.3 NCLEX Pass Rates ACEN Standard 5.3

PNs 2023—100% RN Pass rate for 2023 90.0%

RN Pass Rates for Jan 1, 2024, thru March 31, 2024 (Dec 2023 graduates)

- 14/15 passed first attempt -- 93% % overall pass rate for first attempt.

	NCLEX-PN	NCLEX-RN
Helena College	100%	93%
Montana	100%	94.06%
National	91.09%	94.15%

1.1.4 Program /Curriculum/Faculty and Staff Update

- ACEN accreditation Site visit Mar 19-21, 2024, Preliminary Results (handout)
 - HC met all the criteria and ACEN recommended continuing HC's accreditation
- Report of End of Program Outcomes
 - **Program Completion** (ACEN standard 5.2—the written systematic plan for evaluation -SPE- describes the process for annual assessment of nursing program completion rate)
 - Our program is in compliance with this standard with 2 areas recommended for improvement
 - We received an accommodation (strength) for criterion 5.2b related to our expected level of achievement for on-time completion rate...*HC Nursing's completion rate has been 94% or greater for the past three years.*
 - **Job Placement** rates (ACEN standard 5.4---The SPE describes the process for annual assessment of the job placement rate. This standard was met.
 - 100% of the recent graduates who sought employment as a nurse were employed in nursing within 6 months.
 - **Two Additional Outcomes (BON required)** relate to student satisfaction with their education and employer satisfaction with new graduates hired as employees.
 - Does the Advisory Board have any ideas for gathering this data from employers?
 - Joseph Dunn (VA) mentioned that Robin Higgley (VA Nurse Recruiter) and Matt Ball (VA Transition to Practice Manager) can help provide data about the new graduate hires and employer satisfaction.

- Sevda Raghieb (SPH) recommended that HC connects with the nurse residency coordinator.
- Nathan Munn suggested using a Qualtrics survey for student data. Deb Rapaport noted that HC would need to collect personal email addresses before graduation to send a Qualtrics survey.
- Applications and Application Process
 - Thirty applicants applied in Dec 2023 for the Spring 24 cohort. Twenty students were accepted and 5 were placed on a waitlist.
 - Two students withdrew, one in the first week, but the waitlisted student did not respond.
 - The current RN cohort has 18 students.
 - There are no changes to the RN application.
 - Helena College will not be accepting LPN applications in Hamilton starting Jan 2025.
 - Challenges with staff for clinicals and coordinating the day-to-day program on-site.
 - HC is committed to teaching the final semester for 6 current Bitterroot LPN students (graduate 12/2024).
- Curriculum
 - Peer evaluators recommended curriculum review.
 - Statewide RN curriculum.
 - Deb Rapaport and Laura Senn will meet with other directors to discuss the RN curriculum on 4/18/24.
 - The year-end nursing faculty meeting will focus on a curriculum review and continue to evaluate throughout next year.
 - HC is already planning to add a focus on preparing each student for bedside critical thinking beginning in the first semester in Foundations labs and progressing across the curriculum using SIMS.
- Mentoring- Laura Senn
 - Laura Senn gave a nice overview of her MSN project on peer mentoring which includes senior students tutoring other cohorts, mentorship projects between cohorts, and mentorships with clinical sites.
 - Laura is also working on streamlining preceptorships.
 - Creating a preceptor packet with guidelines and processes.
 - Exploring preceptor training courses through MSU.
- ACEN Comments and Discussion
 - The VA and SPH voiced the need for students to have more time with patient care and less time simply shadowing a manager who is often doing emails and attending meetings.
 - Joe Dunn (VA) suggested that leadership hours may be better spent with clinical leaders, Q1 committees, and performance committees.
 - Sevda Raghieb (SPH) agreed that splitting time between clinical settings and management would be a better use of the student's time. Leaders can also use storytelling as a way to share experiences.
 - The leaders can also share with students the skills and competencies needed to be in nursing leadership roles.
 - There is a need for clear and measurable objectives with examples of how the student might achieve the SLOs (Student Learning Outcomes).

- Faculty and Staff Updates
 - Fully staffed with 4 full-time nursing instructors, 1 part-time administrative assistant, and 1 part-time Simulation specialist.
 - Looking for a BSN (MSN preferred) nurse to teach our Mental health class and/or clinical.

1.2 COMMUNITY PARTNERSHIPS-QUESTIONS FOR OUR ADVISORY BOARD MEMBERS

1. Do you employ any Helena College Graduates? If so, how are they doing?
2. Have you identified any gaps in the knowledge or training of our graduates? If so, can you please expand on the identified gaps?
3. Are you anticipating any new services requiring different skill sets? Are any changes needed in our curriculum? If so, please share suggestions.
4. How can we at Helena College better partner/ collaborate with you?

Discussion, Suggestions in Response to Q 1, 2, & 3:

- SPH's current focus is hiring RNs and LPNs at the clinics.
 - If grads were interested in working in specialty clinics i.e., Rheumatology, GI, and Neurology, they would benefit from the additional training in these areas. Deb Rapaport suggested a summer internship and creating information packets about specialty areas including population health.
 - SP is also starting a residency program for the Emergency Department.
- The VA sees a rise in the complexity of Level 2 situations in outpatient areas. There is a need for coaching, motivational interviewing, and case management training.

Discussion, Suggestions in Response to Q 4:

- The advisory board would like to see a shared approach between HC and the facility to develop preceptors.

1.3 OTHER

- Nathan Munn provided an update on Public Health. The Introduction to Public Health class is going well.
 - Three students are completing great projects.
 - A Public Mental Health Club has formed.
- Ann Willcockson commented that the nursing school schedule is not conducive to students' access. Many are looking for part-time options.
 - TRIO is expanding its services by adding a Mental Health component starting in July. Ten free visits.
 - Ann reports that students appreciate public health options.
- The VA will pay for an employee's BSN program.
- SPH offers funds for continuing education and offers a Public Health Nurse scholarship.
- Joe Dunn asked, "What can the VA do better?"
 - Laura, Joe, and Courtney discussed ideas for improving collaboration and communication on clinical schedules.

The meeting adjourned at 5:40 p.m.