

Cecil College Academic Program Review



Nursing
July 2014



Annual Report
Nursing and Health Professions
July 2014

Submitted by:

Christy Dryer, DNP, RN, CNE

Dean of Nursing and Health Professions



Introduction

The Nursing and Health Professions department encompasses several credit and non-credit areas, as well as the Fitness and Wellness Center. Credit programs and certificates include: Associate of Science degree in Nursing (RN); Certificate in Nursing (LPN); Associate of Science degree in Exercise Science; Certificate in Personal Training; Associate of Applied Science in Fire Science; Associate of Science in Healthcare Sciences; an Associate of Applied Science in EMT-Paramedic studies; and Associate of Science in Physical Therapist Assistant studies. Two additional programs of study were added this past academic year: Electronic Medical Records Specialist certificate program and an Associate of Applied Science in Health Information Technology. Additional credit classes are offered in Health, Counseling, Physical Education and Health care disciplines. Two additional programs of study specifically prepare the student to transfer to another four year institution: Dental Hygienist and Pre-med, pre-dental. The non-credit areas include: Certified Nursing Assistant; Geriatric Nursing Assistant; Physician Coder/Biller; Dental Assistant; Phlebotomist; Pharmacy Technician; Certified Medicine Aide; Medical Receptionist; and Medical Assistant.

Faculty in many of these areas are primarily adjunct faculty. The nursing department has six full-time faculty and one part-time nursing skills lab coordinator; the remaining faculty are adjunct. There is one Exercise Science faculty member and two full-time PTA (12 month faculty). Health, PE, Counseling, and Health care disciplines are all staffed with adjunct faculty. The Fitness and Wellness Center has a full-time Director who also occasionally teaches adjunct in the health and PE areas. The health care careers area has one full-time faculty member, who teaches primarily in the Medical Assisting program; all other health care careers programs are staffed with adjunct faculty.

Academic year 2013-2014

Department Accomplishments

Exercise Science

The Exercise Science program continues to grow, almost doubling its enrollment this past academic year.

#Students	2012-2013	2013-2014
Enrolled in FWC 120 (Personal training II)	8	15
Eligible for certification exam	2	14
Attempted Personal trainer certification exam	2	5
Passed Personal trainer certificate exam	2	4 (as of 7/1)
graduated	2	4 (3 spring, 1 summer pending)

With the significant increase in student interest/enrollment, the FWS courses have been modified to meet an increased need. The lecture courses, FWS 110 and 120 will be increased to 24 students, with

two sections each of the corresponding lab classes (FWS111 and 121), each with a class size of 12. This arrangement will facilitate student enrollment, while also facilitating student success, with small class sizes in the lab setting for application of skills and knowledge.

Student externship sites have also been increased to meet increased student need. The increased number and variety facilitate meeting students' needs related to area of interest and curriculum requirements. Some examples are: athletic trainers on the high school and college level; out-patient physical therapy centers; exercise facilities; long term care facilities; and YMCAs.

Additionally, the Exercise Science faculty member has initiated discussion with Frostburg University related to an articulation agreement for Cecil College Exercise Science students.

Fitness and Wellness Center

For the 2013/2014 school year, the Fitness & Wellness Center (FWC) received over 600 new visitors. The FWC averages 106 daily visits during the school year.

Five PED and Exercise Science courses regularly use the Fitness & Wellness Center for their lab, and several other classes, such as Biology and Stress Management utilize the Center through extra credit assignments and special course units.

Over 61 Cecil Campus Members participated in the Help-a-Tot Trot Benefit Run/Walk Event in November. Equal amounts of students and employees contributed to raise over \$800 for A.I. DuPont Hospital for Children. The FWC also collaborated with a variety of departments to bring to campus activities like:

- Parenting & Sexuality Workshop with the Psychology Department
- The Fault in our Stars Book Talk with the English Department & Library
- Gardening Workshop with our Horticulture Club

The spring marked the first time offering weekly group exercise programs- Everyday Fitness, Strength Training for Women and Decompress had loyal followings averaging 4, 7, and 11 participants per class, respectively.

Health Care Careers

With the significant reorganization that has taken place, it has been a busy year for the Health Care Careers area. Kelly Harlinski, was named the Interim Director of Health Care Careers; Katie York remains the program specialist; and Cheryl Kolar, is the faculty member and the newly appointed practicum coordinator for the Medical Assistant program. Although Kelly retains the administrative duties for all Health care career programs, Christy Dryer, assumed the title of Director for the Medical Assistant program to ensure that accreditation standards are met.

Additionally, the paramedic program also underwent some re-organization as well. Gregory Reardon, BS, NRP, MICRB, assumed the Director's position, while Assistant Chief Richard T. Koch Sr. AAS, NRP Cecil County Department of Emergency Services Education and Training, remains the Assistant director of the program. This not only ensures that Cecil College and Cecil Department of Emergency Services

meets the accreditation standards related to a director with a Bachelor's degree, but it facilitates continuity and expertise related to the paramedic program.

Some highlights and key changes that have occurred this past year:

- All Health Care Career programs now include the available certification exams, such as Certified Medical Assistant (CMA) through the American Association of Medical Assistants (AAMA) and Certified Professional Coder (CPC) through the American Academy of Professional Coders (AAPC). This enables our students to be better prepared and marketable upon completion.
- In 2013, over a dozen new externship sites for students were added.
- To assist our Certified Nursing Assistant students with employment skills, new relationships were formed with Calvert Manor and Union Hospital. Mock interviews were held with these representatives in addition to great information sessions.
- Health care careers held their first two Express Registrations; one in October with 7 attending and the other in June with 8 attending
- Reorganized the Medical Assistant program to meet Federal financial aid requirements
- August: Received MBON approval to offer CNA as 150-hour program. This includes additional coursework in professional behaviors and customer service.
- November: The first on-site exam for Certified Phlebotomy Technician (CPT) through the NHA was proctored. Our students no longer have a need to drive elsewhere upon program completion.
- January: Certified Medicine Aide renewal from Maryland Board of Nursing
- Initiated the Sigma Theta Tau nursing management certificate program in collaboration with the nursing department. There are four students enrolled from various health care facilities in the region; they will complete in July.
- Five new online courses were added, specifically for current or prospective medical professionals.
 - Dementia Care for Family Caregivers
 - Spanish for Medical Professionals
 - Spanish for Medical Professionals II,
 - Dementia Care for Medical Professionals
 - Sigma Theta Tau, for Nursing Management
- June: Cheryl Kolar, Tina Durborow, and Kelly Harlinski worked with Union Hospital to assist with the new Camp Scrubs.
- June: Submitted the Certified Nursing Assistant and Phlebotomist programs to the Workforce Investment Board. If accepted, this will enable qualified students to obtain financial assistance to attend the program.
- June: The Medical Assistant program submitted its documents for MAERB re-accreditation. The site visit is scheduled for October 6th and 7th.
- June: Mailed 65 Needs Assessment to local dentists to gain feedback on creating a Dental Assistant program at Cecil.
- New HCC Students: July 1- June 30

- Medical Assistant – 11 (6 additional started in Jan 13, ended August, 2014)
- Coder/Biller – 3 (1 additional started in Jan 13, ended July 2014)
- Receptionist – 1
- Phlebotomist- 10 (11 additional started in Mar 13, ended July 2014)
- Nursing Assistant -12 (13 additional started in Apr 13, ended August, 2014)
- EMT-P – 15

Healthcare Sciences degree

The Associate of Health Care Sciences degree was designed for individuals who hold a current, unencumbered certification or license in a health care specialty, and who are eligible for credits to be awarded by credential review. This creates a pathway for non-credit health care students to credit degrees. While the number of students who complete this degree option remains low, students continue to complete this degree.

Number of students	2012	2013	2014
enrolled in program of study	40	34	39
Graduated	2	0	2

Health Information Technology

Two programs of study were developed under this area during the past academic year. The Electronic Medical Records Specialist certificate and the Associate of Applied Science in Health Information Technology were developed. In accordance with some previous degree programs in this area, the programs 'scaffold' creating an academic/career ladder for students. Students who wish to take either of these programs must hold a national certification as a medical coder or have five years' experience as a coder are eligible to enter either program. The Electronic Medical Records certificate program is embedded within the AAS degree program, allowing students to have completion points at various steps.

Two courses were developed this past academic year for this degree program: HCD 150 Social Media in the Health Care Setting; and HCD 232 Introduction to Clinical Pharmacology. HCD 232 ran in the spring and summer 2014 semesters. HCD 150 will run in the fall 2014 semester. The remaining three courses that needed to be developed for these programs of study, HCD XXX Health Information Technology, HCD XXX Application of Concepts: Electronic Medical Records and HCD XXX Application of Concepts: Health Information Technology, have been submitted to Academic Affairs for approval in the fall of 2014.

Nursing

The Nursing department reports that the pass rate for the fiscal year of 2013 was 95.35% for the NCLEX-RN, according to the Maryland Board of Nursing. However, the National Council State Boards of Nursing (NCSBN) report indicates that our pass rate (with information collected from all states, and not just Maryland) indicates that the NCLEX-RN pass rate for Cecil College was 85%. This number is a more accurate representation.

	APR-MAR 2011	APR-MAR 2012	APR-MAR 2013	APR-MAR 2014
Total number of graduates testing	47	56	51	41
Number passing	43	52	46	35
Percentage passing	91%	93%	90%*	85%

*MBON reported pass rate was 85.96%, and did not capture several out of state exam takers. NCSBN captures exam takers all over the United States.

The NCLEX-RN passing standard was increased significantly in mid-2013 by the NCSBN. This increase usually results in a 3-5% decrease in the passing standard for most programs; however, the passing standard actually decreased by an average of 9.73% nationally for most programs. Cecil decreased by approximately 5% from the previous year, putting us ahead of most programs nationally. The NCLEX-PN pass rate has remained 100%. Both of these scores are well above the Maryland state average of 78.33% for the NCLEX-RN and 76.06% for the NCLEX-PN.

In July 2013, nine LPN students successfully completed the Practical Nursing certificate. And in May 2014, 45 RN students successfully completed the Associate degree in Nursing.

As identified in the past two annual reports, nursing student retention continues to be a concern. While the overall retention numbers do not to have appeared to change significantly in the past three years, faculty are concerned about the number of students that are unsuccessful in semesters one and four (see table below).

	2011	2012	2013
*Graduation rate	79.71%	89%	80%
	2010 to 2011	2011 to 2012	2012 to 2013
**Retention rate	67.19%	70.13%	66.67%

*calculated at 150% of time needed to finish the nursing program as indicated by ACEN

** from year one to year two

The nursing program is in the second year of the Nurse Support II grant to enhance the retention/remediation efforts for nursing students from first year to second year. This is a three year grant for \$173,071 over three years. (award notification on June 7, 2012). Components paid for by the granting funding are supplemental instruction (SI), PASS (Preparing for Academic Success Seminar) for nursing students, individual study and testing taking sessions, graduate tutors, classroom response devices for the students (Clickers) and software from ATI called 'Real Life' that facilitates clinical decision making.

Supplemental instruction (SI) continues to be a significant component of the retention program. The weekly two-hour sessions are designed to help students develop awareness of metacognition, improve learning skills, and apply the nursing process to patient stressors. Attendance at SI offerings ranged from a high of 51 to a low of 21 with an average of 38 in the fall semester and 31 in the spring. Student

satisfaction with SI was measured through class discussions, online surveys, and focus group feedback. These evaluations revealed some barriers to attendance such as scheduling issues, preferences toward studying alone, and dislike of some SI activities. However, the majority of the data showed that students valued SI and thought it enhanced their understanding of difficult concepts. In addition, all respondents to an online survey (n = 24) stated they would recommend SI to new nursing students.

The Cecil College nursing program is a 68 credit program; however a requirement of Anatomy and Physiology I and Microbiology, both required coursework for the Associate of Science in Nursing, is a pre-requisite General Biology course and lab (BIO 101 and BIO 111). This pre-requisite meant that the total number of credits for the nursing program were actually 72, which is a credit amount that is too high according to Code of Maryland Regulations (COMAR). To be in compliance with accreditation requirements indicating that nursing programs must be consistent with state higher education requirements, the nursing program needed to decrease the number of credits for the degree from 72. Additionally in accordance with the Career and College Readiness and College Completion Act of 2013, the number of credits for degrees across the state are being standardized, and while nursing is asking for an exception to the 60 credit limit, the nursing program still needed to be in compliance with the requested exception of 68 to 70 credits. Upon review of the nursing program and the required coursework there were only three courses that were deemed possibilities for elimination related to educational best practices, degree and curriculum requirements, content on the NCLEX-RN and transfer agreements (RN to BSN): Microbiology; Human Growth and Development; and the General Biology pre-requisite. Upon further review, nursing faculty determined that there was a large amount of Human Growth and Development on the NCLEX-RN, so that course was critical to retain. After consultation with the Biology department, it was determined that the General Biology pre-requisite to A&P and Microbiology would be eliminated, thus maintaining the Associate of Science in Nursing degree intact with 68 credits. However, students who had not taken a science course within the previous five years would be strongly encouraged to take BIO 101/111.

The second class of inductees for the Associate degree honor society, Alpha Delta Nu (approved by the National Organization for Associate Degree Nursing) was held. There were fourteen inductees of the Tau chapter of Alpha Delta Nu and the induction ceremony occurred during the May 2014 pinning ceremony.

Physical Therapist Assistant

The Physical Therapist Assistant (PTA) program successfully submitted its first accreditation document in May 2013. This application/accreditation document was determined to be 'bona fide' in June, 2014, setting up the first accreditation site visit for July 2014. Additionally, the PTA program achieved its goal of 125% clinical sites per number of students (requiring at least 30 clinical sites for 24 students), creating the avenue to admit the first class of students at the established goal of 24 students. The faculty and staff participated in the naming ceremony of the PTA suite in honor of Ingo Zeise in May of 2014.

Faculty and student accomplishments

• Faculty

- Christy Dryer continues to serve on the Editorial Board for Journal of Teaching and Learning, the official journal of NOADN, fall 2012.
- Christy Dryer, member, co-chair: IOM Future of Nursing, Maryland Action Coalition #7, "Prepare and enable nurses to lead change to advance health".
- Christy Dryer, DNP, RN, CNE: was elected to the National Organization for Associate Degree Nursing Board of Directors. She will serve a two year term as Secretary.
- Shirley Gharbin, MSN, RN, continues her studies at Wilmington University towards her Doctorate of Higher Education Leadership.
- Kelly Harlinski, Interim Director of Health Care Careers, completed the COAT online class.
- Kelly Harlinski completed the Cecil Leadership Program.
- Dr. Cindi Horton, member: IOM Future of Nursing, Maryland Action Coalition, #5, "Double number of nurses with doctorates by 2020.
- Cheryl Kolar: Obtained her Certified Clinical Medical Assistant Certification through National Healthcareers Association.
- Cheryl Kolar continues her studies at Wilmington University towards her Bachelor of Science program in Health Care Administration.
- Adrienne N. Pinckney, MPT, Cert. MDT: Recently took and passed the Credentialing Exam for the McKenzie Method of Mechanical Diagnosis and Therapy (advanced training in orthopedic physical therapy of the spine and extremities). She is now a Certified/Credentialed physical therapist in the McKenzie Method of treatment.
- Roxanne Rash EdD, MS, RN, CNE: Renewed her National League of Nursing CNE [Certified Nurse Educator] certification.
- Roxanne Rash, EdD, MS, RN, CNE completed the COAT online course.
- Roxanne Rash, guest speaker at University of Delaware, Physical Therapy Dept, Doctoral Students – Elder Sexuality Lecture.
- Roxanne Rash, member : IOMs Future of Nursing, Maryland Action Coalition #6, Lifelong Learning.

• Students

- Two student posters were selected for display at Union Hospital during Nurses' week 2014.
 - "Does Acupressure relieve symptoms of chemotherapy –induced nausea and vomiting in patients?" Created by Erin Dollard and Katie Ferguson
 - " Nurse Fatigue: A Professional Nightmare" Created by Jessica Beers, Lauren Biggers and Haylee Pinto

Community Engagement

The following table delineates the Nursing and Health Professions community engagement activities.

Faculty	Activities:		
Exercise Science			
Daniel Roman	Participated in Career Day Newark High school Students		

<i>Fitness and Wellness Center</i>			
<i>Aubrie Lawler</i>	Developed the Help-a-Tot Trot Benefit Run/Walk Event in November to benefit A.I. DuPont Hospital for Children.		
<i>Health care careers</i>			
Kelly Harlinski	Completed Cecil Leadership	Collaborated with Union hospital on Camp Scrubs, a healthcare camp for teenagers	
Cheryl Kolar	Collaborated with Union hospital on Camp Scrubs, a healthcare camp for teenagers		
Katie York	Board member, Habitat for Humanity		
<i>Nursing</i>			
<i>Christy Dryer</i>	Member, Union Hospital Quality board	Member, Advisory Board CCPS CNA program	Member, Maryland Association of Associate Degree Directors
	Member, Maryland Council of Deans and Directors	Member, Committee co-chair (Rec. #7) IOM Action Coalition for Maryland	Secretary, Board, National Organization for Associate Degree Nursing
<i>Holly Burns</i>	Coordinated nursing dept. participation in High School visit/recruitment activities		
<i>Judy Fuhrmann</i>	Practice: CCHS, NP psych crisis	Neighborhood Leukemia and Lymphoma Society Correspondent	Correspondent; Easter Seal Representative for Neighborhood Donations
	Neighborhood Representative for March of Dimes Donations		
<i>Shirley Gharbin</i>	Practice: CCHS, cardiac step-down unit	Career Day at Cecil Manor Elementary School	Exhibitor at community health fair at William Penn High School in Delaware
<i>Cindi Horton</i>	Canine Partners for Life (CPL), volunteer and community outreach educator	Member, (Rec. #5), IOM Action Coalition for Maryland	Practice: teach RN to BSN program, Immaculata Univ.
<i>Mary Knarr</i>	Practice: VNA, Delaware		
<i>Roxanne Rash</i>	Guest speaker at University of Delaware, Physical Therapy Dept., Doctoral Students – Elder Sexuality Lecture	Member, (Rec. #6) IOM Action Coalition for Maryland	Practice: Teaches Kaplan Review course for NCLEX-RN

New degree/ courses/programs initiated

Two new programs of study that were developed last year were revised this past academic year: the Associate of Applied Science Health Information Technology and a Certificate program, Electronic Records Specialist. These programs were designed on the concept of 'career ladders', where students build upon skills. Students who are admitted to these programs either hold a national certification as a medical coder/biller or have five years' experience as a coder/biller. Credential assessment will ensure that these qualifications are met. Two courses are currently approved and available for students: Clinical Pharmacology and Social Media in Health care. The remaining courses: Introduction to Health

Information Technology; and the two practicums, one in health IT and one in electronic medical records have been created and are awaiting Academic Affairs approval in September of 2014.

The Physical Therapist Assistant program was designated a 'Developing Program' by the Commission on Accreditation for Physical Therapy Education (CAPTE) in April of 2013. The initial self-study document was submitted June 1st, 2014 and the initial site visit will occur July 30th, 31st, and August 1st.

Internal/External Changes

Internal

Adrienne Pinckney, MPT, Cert. MDT, was hired as the Academic Coordinator of Clinical Education for the Physical Therapist Assistant program, spring 2014.

Christine Murdoch was hired as the part-time administrative assistant for the Physical Therapist Assistant program, spring 2014.

The Fitness and Wellness Center again has had several changes in their part-time assistants. Several have left for full-time positions and others have been hired. This creates a challenging environment for the FWC director, who has done a remarkable job ensuring continuity and quality delivery of services throughout these changes.

External

There are multiple external factors that continue to affect the Associate degree nursing program at Cecil. Most significantly is the IOM Future of Nursing Report that was released late in 2010 that calls for 80% of nurses to have their BSN by 2020. This impacts our graduates related to hiring policies of healthcare facilities (some looking for BSN graduates only). Recently, Christiana Care Health System, a major employer in Delaware where many of our graduates have in previous years have been hired as new graduates, has designated a strong preference for BSN graduates. Additionally, many of their nursing positions, including the externship programs, now require a BSN for application. Magnet designation continues to be the reason many facilities provide for this preference. Related to the economy, many nurses are not retiring which has also decreased job opportunities for our ADN graduates. Graduates again this year, report some difficulty in obtaining their first RN position, with approximately 40% with RN positions two months after graduation.

The University of Maryland University College Nursing program has been developed and is accepting its first students. It has been revised significantly since its initial conception and is not as seamless a transition for Associate degree graduates as was first envisioned. The program is applying for accreditation by Commission on Collegiate Nursing Education (CCNE) a branch of American Association of Colleges of Nursing. There is not currently an articulation agreement with this university for Cecil graduates. Currently, as in past years, the majority of Cecil College nursing graduates attend Wilmington

University in Delaware, with a few attending Drexel University in Pennsylvania, University of Delaware, Widener University, University of Maryland, Baltimore, and Stevenson University in Maryland.

In response to regional demand, as well addressing the IOM Future of Nursing recommendations related to 80% BSN, Cecil College is pursuing a dual enrollment option for our nursing students. This would enable Cecil students to be enrolled at Cecil and a four-year BSN program at the same time; thus they would complete an Associate degree, take the NCLEX-RN and then have only one year left to complete their BSN. Initial conversations have been held with Towson University, who is very interested. Towson currently offers a similar program for CCBC and Hagerstown nursing programs. The plan is to have this option available for students in the fall of 2015.

Accreditation is a significant ongoing external influence for many of our health professions programs. We have several programs that are accredited by external bodies: Medical Assistant by Medical Assisting Educational Review Board (MAERB) and the Commission on Accreditation of Allied Health Programs (CAAHEP); Associate of Science in Nursing (RN) by the Accreditation Commission for Education in Nursing (ACEN), formerly NLNAC; Physical Therapist Assistant by Commission on Accreditation in Physical Therapy (CAPTE); and the paramedic program by Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (COAESMP) and the Commission on Accreditation of Allied Health Programs (CAAHEP). Site visits will be occurring for many of these programs in the upcoming years: summer of 2014 for PTA; fall of 2014 for MAP; fall of 2015 for Nursing (MBON and ACEN); and fall of 2016 for PTA again. A follow-up report is due September 1st of 2014 for the paramedic program.

Additionally, there are several external bodies that approve programs in nursing and health professions: the paramedic program by the Maryland Institute for Emergency Medical Services Systems (MIEMSS); the RN and LPN programs in nursing by Maryland Board of Nursing (MBON); and Nursing Assistant and Medicine Aide by MBON. Programs that are approved and/or accredited would not be able to be offered at Cecil College if the accreditation standards and/or approval standards were not met.

An ongoing significant external influence for all of our health care and nursing programs is our clinical affiliations. Currently, there are no major issues with any of these sites, however it is something that bears mentioning and requires constant time, attention, and communication. Any change in administrative at any facility can greatly impact our clinical affiliation agreements and/or requirements.

Support Services

Support services for the nursing program remain adequate. Currently, Nancy Cannon, a retired English faculty member who specializes in study skills and testing taking skills, has individual tutoring appointments available for nursing students. This is coordinated through Amanda Horn, the Administrative Assistant for Nursing and Health Professions. Additionally the NSP II grant addressing nursing retention will be continuing for the upcoming year, providing additional support to nursing students. Nursing students also have the Reading/Writing lab, the math lab, the computer lab, the library and appointments with nursing faculty for academic support.

Course Assessments

Please see Appendix A regarding course assessment status. With the exception of two courses that have not been offered in several years, all course assessments are up to date. COU 102; Dynamics of Human Interaction is being offered this fall for the first time in over four years. PED 282; Fundamentals of Sports Medicine is not currently on the schedule, but will be added in an upcoming semester once a qualified faculty member is identified.

Advisory Council meetings

Four advisory council meetings were held this past fall. Health care careers held their meeting in October of 2013; Physical Therapist Assistant in October of 2013; Nursing in November of 2013; and Paramedic in June of 2014. All meetings had strong attendance from their stakeholders. Please see Appendices B, C, D, and E for meeting agendas and minutes.

Innovative technologies

The nursing and health professions department at Cecil College continues to implement technology whenever feasible and educationally sound. All nursing courses have a strong 'skeleton' in Blackboard®, with frequent communication/announcements with students. Simulation technology has been implemented throughout the curriculum and integrated into each clinical course with simulation scenarios for teaching and student assessment. Technology that is required at the bedside to adequately care for patients is purchased and utilized in simulation whenever financially feasible. Nursing faculty continue to use SoftChalk ® to create and implement modules for nursing students.

The majority of the remaining courses in the department also use Blackboard®, including many non-credit courses. The simulation lab is also available to the Exercise Science, Health care careers and PTA programs.

The student response system (clickers) was utilized again this past academic year. The clickers were purchased for incoming freshman students as part of the NSP II Retention grant, thus eliminating the complaints about cost. Feedback was very similar to last year; both students and faculty liked the ability to ask and answer questions in class in this format. However, the system did not allow nursing faculty to take attendance as was indicated when the system was first implemented. The Turning Point representative is coming to the all-day faculty meeting in August and we may be able to address this issue. Clickers will be purchased again for incoming students as part of the NSP II grant and continued use/value will need to be evaluated after this year, when students will be required to purchase.

Several faculty have continued with the 'flipped' class concept this past academic year, using PowerPoint's, Blackboard®, videos and voice recordings to deliver the content and then class time was spent on case studies, discussion, questions and other activities designed to expand the knowledge and application of the material. The results from post-class surveys continue to illustrate that the vast majority of students are very positive about this style of teaching and more faculty are planning on implementing this technique.

Although not related to technology, two additional innovation strategies were utilized in the nursing department this past academic year. The nursing department held its first interprofessional educational activity in the spring of 2014. In accordance with best practice recommendations from the Institute of Medicine (IOM) (2010) an interprofessional workshop was developed and initiated with the Physician Assistant program at Arcadia University (Delaware campus). This was a half day event that focused on communication between health care disciplines, particularly as it relates to admission and discharge orders-areas that have a higher incidence of error according to the IOM. The program was a success with student evaluations from both schools, indicating that it was a valuable experience. Faculty from Arcadia and Cecil concurred and this will become an annual educational activity, with additional opportunities for collaboration to be explored.

Also, in response to input from the nursing advisory board, a senior nursing practicum experience was developed and implemented in the spring of 2014. This experience paired all senior nursing students with an RN mentor for a 60 hour rotation. Various in-patient and out-patient settings were utilized and students were assigned based on faculty assessment of their needs, as well as the student's indicated area of interest. Evaluations were conducted by the students of the experience, and by the mentors of the experience and of the individual student. These are being analyzed over the summer and will be reviewed at the all-day faculty meeting in the fall of 2014. In addition, questions related to this experience will be added to the nursing program graduate survey to further assess the experience. Initial responses from students and mentors has been very positive and currently, plans are in place to continue this experience for the upcoming academic year.

Adjunct Evaluations

Please see Appendix E regarding Credit Faculty and Adjunct evaluation status. Schedule is delineated through spring 2015. Online courses are reviewed via Blackboard ® by the Dean of Nursing and Health Professions, with questions regarding the course e-mailed to the faculty member. Based on the upcoming accreditation site visit, the focus was on nursing faculty full-time and adjunct faculty evaluations this past academic year. The number of faculty evaluations can be overwhelming to be completed by the Dean, so some have been delegated to long-time nursing faculty, who are content experts for nursing adjunct faculty. Non-credit health care careers faculty are evaluated by the Director of Health Care Careers. Paramedic faculty are evaluated by the Director of the Paramedic program.

Cost containment

There have been limited opportunities for cost containment in the Nursing and Health Professions department during the past year. However, one area was a re-negotiation of the contract for medical waste with Stericycle. This was completed by Kelly Harlinski, Interim Director of Health Care Careers. Based on past usage and current needs, the contract was re-negotiated for approximately half the cost of the previous year. This will be closely monitored to ensure that it still meets department needs.

Academic year 2014-2015

Upcoming initiatives

Several new projects/courses/programs as well as the continued development of some others are planned for the 2014-2015 Academic year. Many are for the continuing education side of this department. A basic EMT program received initial approval from MIEMSS last year and was planned to start in the 2013-2014 academic year. However, some initial hurdles related to company affiliation were encountered. These have been resolved and Cecil County Department of Emergency Services can serve as the affiliating organization for these EMTs. Plans are now underway to have the first class of basic EMT in the spring of 2015.

The initial class of the Nursing Management certificate program, in conjunction with Sigma Theta Tau and ATI was held in the spring of 2014 with four participants. Based on participant feedback, it was successful and a second cohort is planned for the fall of 2014.

Dental Assisting, recently offered at Harford Community College through an agreement between Harford and Cecil, has been poorly attended by Cecil students. A needs assessment is underway this summer to determine if Cecil College should continue with the development of a dental assisting program. If there is a demonstrated need in the county, implementation is planned for spring 2015.

In collaboration with UGotClass, several online classes were held this past late spring for individuals working in health care fields. Spanish for Medical Professionals I and II, Dementia Care for Medical Professionals and Dementia Care for Family Caregivers were available in May and June of 2014. While there was little or no enrollment in these courses, they were offered with little or no marketing. There is no cost to the college for these courses and they will be offered again, with increased marketing to the region's health care facilities.

Based on feedback from students, a new two day course, Math for Health care was developed to help students learn or refresh the math skills necessary to work in health care. This class was designed as a low cost option for students who needed to 'brush up' on their math skills. The initial class was held in July of 2014 with seven students enrolled. Student and faculty feedback has been very positive and this course will be offered several times throughout the year.

The Medical Assistant faculty and staff continue to prepare for the Medical Assisting Educational Review Board site visit, scheduled for October 6th and 7th.

Physical Therapist Assistant is planning on the first application cycle to occur in the fall of 2014, with PTA admissions in January 2015. The initial class of PTA students will number 24 students.

The Exercise Science program will be continuing to pursue and develop articulation agreements with four year institutions, thus facilitating seamless progression to a bachelor's degree for Cecil graduates.

A new vendor for the documentation and tracking of background checks, drug screens and health records has been contracted. This system is almost completely online, eliminating much of the paper related to the documentation of these areas.

The nursing faculty continue to prepare for the accreditation site visit by ACEN, scheduled for fall 2015. The Systematic Plan of Evaluation has been updated and the faculty continue to meet monthly to prepare for the accreditation process.

As stated earlier, in accordance with the IOM recommendations for new and innovative methods of nursing education, as well as to assist with meeting the 80% BSN by 2020 goal set by the *Future of Nursing* report, Cecil College and Towson University are pursuing an agreement aimed at establishing a dual enrollment program for nursing students.

To assist veterans in transitioning into civilian health care careers, a consortium of community college nursing programs and American Military University are developing transition program into nursing and paramedic programs for corpsmen and medics. This unique program is being designed to provide credit for previous education and experience while creating career pathways and ladders for initial certification or licensure, as well as opportunities to pursue additional degrees.

The nursing department, Medical Assistant program and the Paramedic program have implemented the use of Survey Monkey® for graduate, employer and adjunct faculty surveys. All are required for accreditation for these disciplines. While response rates for surveys remains low, the collection and analysis of data from the surveys is enhanced and simplified by the use of Survey Monkey®. It is anticipated that the PTA program will also use this process for surveys required for accreditation.

Summary

The Nursing and Health Professions department will continue to work in the collaborative manner it always has, to meet or exceed the evolving needs of students, community, health care, and Cecil College, while continuing to maintain high academic standards.

Appendix A

Course Number	Course Title	Fall 2010 Course Assessments	Spring 2011 Course Assessments	Fall 2011 Course Assessments	Spring 2012 Course Assessments	Fall 2012 Course Assessments	Spring 2013 Course Assessments	Fall 2013 Course Assessments	Spring 2014 Course Assessments	Fall 2014 Course Assessments	Spring 2015 Course Assessments	Fall 2015 Course Assessments	Spring 2016 Course Assessments	Fall 2016 Course Assessments	Spring 2017 Course Assessments
Nursing and Health Professions															
COU 101	Career Development		COMPLETED							Subm Spring 2010					
COU 102	Dynamics of Human Interactions (SHI)		COMPLETED			Did not run			Not Available for Assessment	Subm Spring 2010					Subm Fall 2017
PWS 110	Fundamentals of Personal Training					COMPLETED					Subm Spring 2015				
PWS 111	Fundamentals of Personal Training Lab I					COMPLETED					Subm Spring 2015				
PWS 120	Fundamentals of Personal Training II				New Course December 2011										
PWS 121	Fundamentals of Personal Training II Lab				New Course February 2012			COMPLETED							
PWS 130	Essentials of Fitness Assessments				New Course February 2012			COMPLETED							
PWS 131	Psychology of Exercise				New Course March 2012			COMPLETED							
PWS 140	Special Populations Fitness Prescription				New Course February 2012			COMPLETED							
HEA 120	Medical Terminology		COMPLETED												
HEA 150	Social Media in the Health Care Setting						New Course approved Fall 2013								
HEA 170	Ethical Issues in Healthcare					Course Did not Run		COMPLETED	Not Available for Assessment					Subm Spring 2018	
HEA 232	Introduction Clinical Pharmacology						New Course approved Fall 2013								
HEA 125	Healthy Living		COMPLETED					COMPLETED							
HEA 136	Stress Management		COMPLETED											Subm Spring 2016	
HEA 140	Microbiom and Drug Addiction		COMPLETED												Subm Fall 2017
HEA 173	Human Sexuality				COMPLETED										
HEA 174	Women's Health Issues				COMPLETED										

Appendix B



MEMORANDUM

To: Health Care Careers Advisory Board
From: Kelly Harlinski, Interim Director, Health Care Careers
Date: October 16, 2013
Subject: Health Care Careers Advisory Board Meeting
Wednesday, November 13, 2013
Room 208, Technology Center, North East Campus

We would like to invite you to join us on Wednesday, November 13, for our annual Health Care Careers Advisory Board meeting. The meeting will take place on the North East Campus in the Technology Center, room 208. Please note that breakfast is scheduled to be served at 8:00 a.m. In order to finalize the catering reservations please **R.S.V.P. by Monday, November 4**, via e-mail to kharlinski@cecil.edu or (410) 287-6060 ext. 707.

Enclosed please find a copy of the tentative agenda. Your feedback and suggestions are invaluable to our programs. Therefore, if there are additional areas you desire to see addressed, please contact me at kharlinski@cecil.edu or (410) 287-6060 ext. 707.

Thank you for your continued support and I look forward to seeing you at the Advisory Board Meeting.

Sincerely,

A handwritten signature in cursive script that reads 'Kelly Harlinski'.

Kelly Harlinski
Interim Director of Health Care Careers

**Cecil College Health Care Careers Advisory
Board Meeting**

DATE: November 13, 2013

PRESENT: T. Carter, R. DiSabatino, C. Dryer, A. Gilde, K. Harlinski, R. Klopfer, C. Kolar, D. Leatherwood, N. Miller, J. Schwartzman, L. Snyder, M. Way Bolt, K. York

ABSENT: R. Ayers, D. Bouchelle, J. Brackin, P. Bringardner, V. DeStefano, M. Devary, R. D'Souza, R. Emrick, D. Falkenstein, M. Gibson, C. Groux, G. Hicks, R. Koch, D. J. McDonough, B. Olsen, S. Pannill, B. Parey, J. Rodemick, Z. Roysten, C. Sheppard, P. Zimmer

RECORDER: K. York

- Welcome by K. Harlinski
- Self-Introductions by Members
- Presentation by K. Harlinski
 - Specific program updates
 - Enrollment figures
 - New faculty: H. Blackiston (CNA), C. Reilly (Pharmacy Technician), H. Palmer (Pharmacy Technician)
- Current Student Reflections: T. Carter, J. Nash, B. Johnson, T. Apgar, A. Patrick, M. Bailey
- General Discussion

TOPIC: New Externship Site- Phlebotomist

DISCUSSION: L. Snyder inquired about the local blood bank- has it ever been researched as a potential new externship site for the Phlebotomist program? C Kolar contacted a blood bank representative in the past, but no formal arrangement ever agreed upon due to some specifics the blood bank requested at that the time.

ACTION: K. Harlinski will reach out to blood bank as the program has been significantly overhauled since initial contact was made.

TOPIC: Marketing- Delaware specific

DISCUSSION: K. Harlinski shared we currently place ads primarily in the Delaware News Journal but are seeking new avenues for increased visibility. R. DiSabatino stated there is really no visibility of Cecil College in Delaware, especially Health Care Career programs. Have we looked into various local papers such as the Middletown Transcript?

ACTION: K Harlinski to research placing ad in Middletown Transcript

TOPIC: Marketing- Billboards

DISCUSSION: Current Medical Assistant student M. Bailey shared she saw the billboards in Cecil County on Rt. 40, but it seems billboards ads are in only Cecil County. L. Snyder commented that Wilmington University has billboards in Cecil County.

ACTION: K. Harlinski to research placing a billboard advertisement in Delaware

TOPIC: Employment Trends

DISCUSSION: R. DiSabatino shared that it seemed the attitude of employers is too often not “What do we want in a new hire?” but “What more can we do with the staff we already have?” Employers are seeking new employees with more variety of skills and certifications. K. Harlinski shared that all programs now have a state or national certification included in the cost of each program to increase new student marketability.

ACTION: None, informational

TOPIC: ICD-10/EHR

DISCUSSION: K. Harlinski shared that the program is seeking to incorporate more ICD 10/EHR into the existing programs and asked about experiences of externship site representatives with Cecil students. R. DiSabatino shared that the recently placed Medical Assistant extern was very comfortable with EHR and was able to quickly acclimate to the specific system used in the office. Employers may look to new grads to have knowledge of changes in coding/EHR to aid in training current employees.

ACTION: K. Harlinski to seek ways to continue to incorporate more ICD-10 /HER into current programs

TOPIC: Susquehanna Workforce Network Process

DISCUSSION: R. Klopfer asked if a representative from the Susquehanna Workforce Network (SWN) could elaborate on the process for students seeking financial support from the agency. J. Schwartzman briefly outlined the process, which includes: registration on the Maryland Workforce Exchange website, meeting with a SWN staff member, attending three seminars related to job seeking, and reporting of hours during/employment after program. Currently, there are four programs on the eligible program list: Medical Assistant, Physician Coder/Biller, Medical Receptionist, and Pharmacy Technician. K. Harlinski

ACTION: Health Care Careers staff to continue data collection/initial application for two programs that are not currently on the SWN list (CNA and phlebotomist).

TOPIC: Dental Assistant Program

DISCUSSION: D. Leatherwood inquired about the dental assistant program now that the credit dental hygienist program has been deemphasized. K. Harlinski shared that the dental assistant program had been held in Harford County (under the primary direction Harford Community College) with seats reserved each section for Cecil students, but that HCC is not currently offering the program. Cecil’s program is currently in development.

ACTION: D. Leatherwood/K. Harlinski to speak with representative from Perryville facility about a possible partnership for dental assistant program now that the credit dental hygienist program has been deemphasized and Harford is not currently offering this opportunity.

Respectfully submitted,
Katie York, Recorder

Appendix C

PTA Program Advisory Board

October 8, 2013

- Welcome and Introductions- Membership
- New Business
 - ❖ Overview of Program
 - Brief history
 - Program Goals
 - Student Learning Objectives
 - ❖ Work to date
 - Manuals (Student, Faculty, Program, Clinical)
 - Development of Board
 - Clinical site exploration
 - Program visits
 - Attendance at CAPTE DPW and SSR workshops
 - Faculty
 - ❖ Current CAPTE Timeline
 - Dates of AFC submission, visit, candidacy and accreditation decisions
 - ❖ Work of the Advisory Board
 - Feedback on Curriculum Design
 - Curriculum flow
 - Laboratory: critical skills, experiences, safety
 - Seminars: professional behaviors, laws, values, exam and career preparation
 - Feedback on Clinical education
 - ACCE
 - Clinical Instructors
 - Clinical Affiliations: placement in program and format of 1st clinical experience; variety
 - Uniform for affiliations
 - Review of Draft Textbook List
 - Review of Draft Equipment List
 - ❖ Questions/Other Topics

Cecil College PTA Program
PTA Advisory Board Meeting

DATE : October 8, 2013
PRESENT: Melody Stanhope, Christy Dryer, Mary Way Bolt, Ashley Eckard, Ronald Graybeal, Ralph Franceschini, Tim Tucker, Adrienne Baez, Kristi Weaver, Kathy Callaway, JoEllen Brackin
ABSENT: Kathi Walker Aniska, Habern Freeman, Steven Andrews
RECORDER: Melody Stanhope

TOPIC: Approval of the Agenda
DISCUSSION: Board approved ACTION:
Agenda approved

WELCOME AND INTRODUCTIONS: All Board members introduced themselves and were welcomed to Cecil College and thanked for their participation with the PTA Advisory Board.

CONCLUSIONS: It was concluded that membership seems well balanced with good representation from all communities of interest. Though Kathy Aniska, Clinic Director, Union Hospital, was unable to attend tonight, she has agreed to join the Board and will be reviewing the materials from tonight's meeting electronically and providing feedback to provide an acute care/hospital based perspective. Cathy Callaway suggested a clinician/ clinical educator she felt would be an excellent resource for the program and offered to inquire as to whether she would be willing to participate in the Board or advise the program in a less formal status.

OLD BUSINESS: none

NEW BUSINESS:

TOPIC: Overview of Program

Melody provided a Power Point presentation with information on Cecil College, the inception of the PTA program, current program accreditation status, and the accreditation timeline, status of faculty hiring, admission and selection criteria, curriculum and program goals.

Discussion: Discussion ensued about the specifics of the accreditation process: the timeline to full accreditation; the resources needed to meet a "ready to admit" standard; the admission criteria, specifically relevant to GPA and clinical observation hours pre-admission. There was consensus by the group that observation hours pre-admission were critical to student success, commitment and retention. The group felt it was very important for students to understand the „service“ aspect of the profession and commitment to volunteer service pre admission was a good way to facilitate this. In addition, they also felt it was important for students to have a clear idea of what the job entailed „day to day“ before committing to the program.

Additional discussion continued on the importance of CPR, background checks and drug screens. It was felt by the group that this was critical to communicate to the prospective student early in the application process.

Suggestions:

- Required minimum number of observation hours pre admission
- Require hours in more than one type of setting
- Give credit for observation as well as paid experiences (include observation of sessions with a friend or family member if it is done in a committed fashion)

Action: Melody will be completing the admission and applications packets including selection criteria, as well as prospective student information packets in the next several weeks and will present these at the next Board meeting.

TOPIC: Work to Date

Melody reported on:

- Manuals (Program, Student, Clinical Education)
- Development of Advisory Board
- Clinical site exploration 125% rule; goal 150%
- Program visits
- Attendance at CAPTE workshops
- Faculty

Discussion: Discussion ensued about the importance of securing enough clinical sites for the number of students, specific to the 125% rule as a minimum (CAPTE states that a program MUST have proof of 125% more clinical site placements than number of admitted students) The program once established has a goal of 150% more sites than students and we will need support from our community partners to secure and maintain this.

Action:

- Hiring of the ACCE is anticipated winter of 2014.
- The ACCE will begin contacting programs and joining into clinical agreements
- Development of Clinical Handbook

TOPIC: CAPTE Timeline

Melody reported on: Application for Candidacy (AFC) status- submission, visit, candidacy and accreditation decisions

Discussion: Discussion around the “ready to admit” expectation by CAPTE. (CAPTE expects that when a program submits their AFC, all program components are in place to admit the first cohort of students, i.e. all faculty, courses, equipment, clinical contracts are in place at the time the AFC is submitted.) Melody provided the timeline for Cecil College’s accreditation process. AFC will be submitted June 2014, first candidacy visit will be summer 2014, Self-

Study will be submitted Spring 2016, 2nd visit will occur

following the graduation of the first cohort, and the final accreditation decision will be received following the graduation and visit, summer 2016.

Melody assured the Board that all measures were being undertaken to prepare for a successful accreditation. The program has been actively working with CAPTE representatives and other accredited programs for „best practice” in program development. In addition, the program has hired a consultant, a trained CAPTE reviewer, to preview and advice on all aspects of program development and accreditation activities.

Questions and discussion arose around the „back-up” plan in the event that accreditation was not achieved. CAPTE requires a „back-up” plan in the event that accreditation is not achieved. There was discussion around other avenues for the students. Cecil is working on a plan in which students may be able to transfer credits into an Exercise Science or General Studies program.

Action: Melody will keep the Board apprised of accreditation status and process.

TOPIC: Curriculum Design

Melody reported on the philosophy and intent of the proposed PTA curriculum, and discussed factors in the

curriculum that were dictated by best practice, accreditation criterion, state practice acts or law. She further discussed the rationale behind course sequencing, minimal skills, student learning objectives, placement and length of clinical practicums, the purpose of seminars. Feedback was requested on the curriculum, key elements for Seminar course and critical skills for laboratory classes.

Discussion: The Board approved of the proposed curriculum sequence and placement of clinical affiliations. There was a strong consensus and recommendation from the Board that safety, professionalism, customer service and knowledge of the State Practice Act be threaded throughout the curriculum. Other areas considered vital were documentation, HIPAA and understanding of the PT-PTA relationship. There was discussion around the topic of CPT coding: what and how much students needed to know to be prepared for the clinic, what the best mechanism and resource for teaching the information, and how to maintain currency and accuracy.

Suggestions:

- Students need a significant skill base before going to first clinical experience
- Clinical facilities are much better able to support and accommodate students with a larger skill set to practice
- There should be a focus on progressing a patient- this seems to be a skill that is hard for the new graduate
- Increase focus on hands on/manual skills
- Customer service & professionalism are critical
- Bring in guest speakers particularly on specialty areas such as pediatrics, aquatics, lymphedema, prosthetics, orthotics, work hardening
- Use area resources to ask for equipment demonstrations, fieldtrips to see unique aspects of therapy, donations of equipment/ supplies
- Recruit adjunct faculty from the community particularly for lab classes.
- Use the CPT Code book and or online resource to teach CPT coding.

Action: Melody will be able to provide more curriculum information, including course syllabi, required text and sample learning objectives at the next Board Meeting.

TOPIC: Clinical Education: Melody provided an overview of the ACCE role and clinical curriculum both on site (in the clinical lab) and off site (through clinical affiliation agreements)

Requested feedback on: minimum criteria for clinical instructors, needs/wants of CI's; length and placement of 1st clinical experience; need for variety of practice; critical skills for 1st clinical experience (fall of 2nd year)

Discussion: The Board approved of the structure (full time); length (3 weeks, 6 weeks, and 6 weeks); and placement (final fall and spring) of the 3 clinical experiences included the program. Discussion pertained to the needs of the student, the program and the CI for the clinical experience.

Suggestions:

- 1) The more the student is prepared to do, the better.

- 2) One Board member offered that “The best clinical experiences occur when the ACCE truly knows their students and their facilities, so that the best match is made.” A good „fit“, between student, CI and facility is critical to the learning experience and this can only be achieved if the person responsible for placing the student (ACCE) really knows their students” strengths, weaknesses and style as well as the facilities interests and style.
- 3) Have the ACCE out talking to facilities and CI’s about their needs/wants
- 4) Try to reach out to PT programs to see if they would be willing to collaborate so that PT and PTA students might work together and learn more about the PT-PTA relationship during their respective programs.

Action:

- Hire ACCE
- Develop the Program’s Clinical Education Handbook
- Contact and meet with all potential clinical affiliation sites in the area
- Acquire signed contracts and letters of intent for clinical affiliation sites (125% more than admitted number of students)
- Contact local PT programs re: suggestions #4 above

TOPIC: Equipment List

Discussion: Melody presented a tentative equipment list which has been budgeted for the program start up and requested feedback. There was agreement that the list was appropriate to the program’s needs.

Suggestions:

- 1) “No one in this area is using diathermy” If students need to be instructed on it, go visit at a site that has it.
- 2) Suggested additions to the list: NMES unit; heart rate monitor; sufficient pulse oximeters, sample prosthesis and orthotics of varying types sizes

Action:

Melody would finalize the list, begin purchasing equipment and would update the Board at the next meeting

TOPIC:

Textbook

Discussion:

Melody presented a tentative textbook list and requested feedback. There was consensus that the list met the program’s needs.

Suggestions: none

Action:

Melody would finalize the textbook list, begin the process of adopting the books for the program and update the Board at the next meeting.

ANNOUNCEMENTS:

- 1) The Board will meet twice a year, the second meeting will be in the spring of 2015
- 2) Minutes will be sent out following the meeting
- 3) All Board members were encouraged to contact Melody by phone or email with questions and or feedback at any time.

Minutes respectfully submitted by: Melody Stanhope

Appendix D



Cecil College
Nursing Council Advisory Meeting and Luncheon
Thursday, November 14th, 2013
12:30 pm to 2:00 pm
Agenda/Minutes

- I. Welcome and Introductions**
- II. Cecil College Nursing Program**
 - a. Overview of department of Nursing and Health Professions**
 - b. Nursing program curriculum**
 - c. NCLEX-RN pass rate(s) for FY 2013**
 - 1. MBON versus Mountain Measurement**
 - 2. passing standard**
- III. Nursing Program Updates**
 - a. Enrollment for fall 2013**
 - b. Innovations in nursing program**
 - 1. Student response system (clickers)**
 - 2. New courses/new programs of study**
 - 3. Interprofessional education collaboration**
 - 4. RN Role Immersion Experience-spring 2014**
 - 5. Continuing with:**
 - i. Retention coordinator/Supplemental Instruction**
 - ii. Simulation/test-outs**
 - c. Alpha Delta Nu: Honor Society for Associate degree nursing**
 - 1. Class of 2013**
 - 2. Class of 2014**
 - d. Educational progression-articulation: RN to BSN or RN to MSN**
 - e. Nursing Alumni Association**
 - f. Graduate survey results**
 - g. Nurse Management Certificate-Sigma Theta Tau**
- IV. Current Student Reflections**
- V. Meeting Community needs**
 - a. Clinical sites**
 - b. Employment opportunities**
 - c. Suggestions, Recommendations and Questions**

1. Tarra Swauger- Cecil Nursing Student

Suggestion to offer Supplemental Instructor (SI) in level 3 & 4 (currently offered in 1st and 2nd semester).

SI is grant funded for 1st year students only but C. Dryer will look into expanding that to level 3 & 4 students.

2. Veronica Dougherty- Cecil College faculty

Question: Is there evidence that flipped classes show change in grades?

C. Dryer commented that grades on exams that had flipped class exams were very strong; slightly stronger than the year before when there was not a flipped class. However, one year data is just anecdotal and really does not provide enough evidence to draw definitive conclusions. The same class will be flipped next spring and the data will be compared. Student feedback indicates that students strongly prefer flipped classes.

3. Katie Boston-Leary-Union Hospital

Union hospital is looking to increase partnering opportunities between Cecil College and Union Hospital. An example is the student poster presentations. Senior students prepare a poster for their professional issues class- the winning poster will have the opportunity to be displayed at Union hospital during their annual Nurses week poster presentation.

Union Hospital is implementing a new health records system in February; could use data entry students and this might be a practicum type experience for the health IT students.

4. Cathy Butenewitz-Union Hospital

Clinical site perspective-curious on what they can offer Cecil students and instructors to enhance learning?

- Judy Fuhrmann, Cecil College- mentored experience
- Lori Bell, Cecil College- clinical, partner student each day with a staff member so they can see what the reality is of being a nurse.
- Continued communication and dialogue was also mentioned.

5. Michael Shaw, Jenner's Pond

- Inquired about student surveys of facilities and asked if he could have them send to him? Dr. Dryer will send student surveys to facilities in the future.
- Asked the facility representatives if they noticed if their job applicants had any prior healthcare experience.

6. A general discussion on employability of new graduates followed: experience is often required for many positions; often any health care experience helps; and degree and academic progression was discussed related to finding a job.



Cecil College
EMS Educational Advisory Council Meeting
Thursday, June 3rd 2014
5:00 p.m.

Agenda

- I. Call to Order
- II. **Welcome and Introductions**
- III. Update on CAAHEP Accreditation
- IV. 2012-2013 class report- Class# 20
- V. 2013-2014 class report- Class# 21
- VI. 2014 -2015 class report- Class# 22
- VII. **Clinical Site information**
- VIII. Update on Cecil Vo-Tech program
- IX. **Budget information**
- X. **Question and Answer's**
- XI. **Adjournment**



Cecil College
EMS Educational Advisory Council Meeting
Tuesday, June 3, 2014
5:00 p.m.

Minutes

- The EMS education advisory board meeting was called to order by program director Koch at 1700 hours with 10 members present.
- Assistant Chief Koch welcomed the group.
- Introductions of the group.
- Assistant Chief Koch gave an update on Staff changes within the program.
- Assistant Chief Koch presented an update on the 2012-2013 class and advised we had 13 students complete the program and as of the meeting we had 11 students gain their NREMT and Maryland paramedic licenses.
- Assistant Chief Koch presented an update on the 2013-2014 class. The class stated with 18 students and currently has 15 still in the program. They started clinicals on May 1, 2014 and are scheduled to take the practical and writing exams in August of 2014. Staff from Christiana, A.I. duPont and UHCC advised they are ready to accept the students. They requested objectives for the students prior to them attending clinicals. Director Koch will send them out.
- Assistant Chief Koch presented an update on the 2014-2015 class. We had 41 students attempt the entrance exam with 23 passing. We will have 2 students from the previous class returning. Class is to start in late August.
- Assistant Chief Koch advised the group that over the past 5 years we have graduated 55 students with 50 of them obtaining their NREMT and Maryland paramedic, which is a 91% success rate.
- Assistant Chief Koch reviewed the 7 areas of follow-up information for the yearly CAAHEP report.
- Program Director Reardon reviewed the new patient tracking program and the new testing program that was instituted with the current class.
- Program Director Reardon advised of the reasons for moving from FISDAP to Platinum Skills tracking.
- Program Director Reardon talked about the new entry testing policy that will take effect with the 2015-16 class. In February of 2015 the potential students will report to Cecil College to take the entry test. It will be an on-line test and will be available for 2-weeks. We will use the same program as we did for the current class. The entry test will be able to be scrambled so the students will get the questions from a bank of questions.
- Program Director Reardon presented some sample testing reports from the current class.

- **The group was advised of the clinical sites with no further discussion.**
- **Assistant Chief Koch gave an update on the Cecil County public school Vo-Tech program and how it is tied to the college fire science and EMT paramedic AAS degrees.**
- **Assistant Chief Koch advised that we are working on offering EMT basic through the college and explained how that may boost the numbers in the paramedic program.**
- **Assistant Chief Koch presented information on the budget that was proposed by Cecil County Emergency Services and the MIEMSS grant for the upcoming class.**
- **Open question time.**
- **The meeting was adjourned at 1830 hours.**

Appendix F

Summary of Nursing faculty theory/clinical observation (X=clinical; X-th=theory)	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Fall 2014	Spring 2015
Current faculty									
Full-time									
Lori Bell	X		X-th, X		X		X-th, 3/12		
Judy Fuhrmann	X-th	X		X			X-th, 2/20; coord Immersion		
Shirley Gharbin		X-th	X-th, X		X		X-4/15	Xth, due, LPN	
Cindi Horton	X	X-th, X	X				X, 4/15	X-th, due	
Mary Knarr		X-th	sabbatical				X-th, 3/6		
Roxanne Rash		X-th	X		sabbatical			X-th, due	
Part-time									
Holly Burns	X				X				
Chavon Crampton (only teaches fall)				X				due	
Lauren Dawson							4/15	Clinical skills lab manager	
Ralisha Grimsley					X		3/7		
Marta Hayden	X-th				X		Due-not teaching clinical		
Sharon Laird		X			X			due	
Melissa Lewis	X		X			due (maternity leave)	(maternity leave continued)	due	
Starr Lynch								due	
Erin Marsh						X, J. Fuhrmann			
Karen Okonowicz			X		X		4/15		
Carol Roane (only teaches fall)		X				due			

Faculty	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Fall 2014	Spring 2015
PED									
Jamie Davis						due			
Ed Durham				X					
Michael Goodyear		X					due		
Michael Hileman				X					
Michelle Kozak			X			due			
Aubrie Lawler		X					due		
Caron Leath		X				due			
Charlie O'Brien			X						
Pamela Ratliff		X					Due; most classes did not run	due	
Geoffrey Rando		X	X						
Mishaela Robb			Taught non- credit			X			
Darren Stroh			X (summer)				4/28		
Zelia Taylor-Pearson						due			
Emily Toogood						X			
Fred Winterling						due	Class cancelled; fall 2014	due	