



**EL CAMINO COLLEGE NURSING DEPARTMENT
ADNFO Meeting**

**February 6, 2013
11:05A-12:17 PM AM/1:20-2:05 PM**

Members Present: T. Kyle (Director), K. Baily, S. Bosfield, H. Hayes-Cushenberry, D. Heming, O. Hyacinth, R. Johnson, T. Harrington, P. Kidwell-Udin, Z. Mitu, M. Moon, K. Morgan, W. Morris, V. Orton, K. Rosales, K. Stephens

Students present: M. Naughton, M. Nacion

Absent: T. Martinez (SL), S. Thomas

TOPIC	SUMMARY OF DISCUSSION	ACTION
I. ADNFO Approval of Minutes – December 2012	To approve next meeting.	
II. Information Items		
A. Announcements	A. Discussion with Dr. Arce' on name of MBA building and etching on department door (Math, Science, Allied Health) building should have been named MBHS (Math, Science, Health Sciences). Large number of students received HRSA grant funds; still over half of the money to be allocated. Discussion re: campus distribution of funds and what office/department reviews applicants for eligibility. T. Kyle requests specific goals from nursing committees. Specific needs can be added if/when identified.	A. Noted. Committee chairs to send/resend committee minutes in an email within two weeks and identify needs.
B. NCLEX	B. Recent NCLEX scores from students (Oct through Dec) ECC had a 66% passing rate and CEC has a 89% passing rate. Annual scores not yet available. T. Kyle pleased CEC scores are up.	B. Noted
C. Accreditation	C. ECC continues with issues related to program planning/review, planning & budget, SLOs – need not only be at proficiency level but also at sustainability.	C. Noted
III. Discussion/Action		
A. SLO's	A. SLO/Program review and planning handouts were passed out at division meeting to all. T.Kyle can provide for those who did not receive. Wise to pay attention to areas of proficiency and sustainability on the rubrics.	E. Alignment grid completed with SLOs linked to ILOs. Will do PLO alignment later. (completed by course teams in afternoon session)
B. Accreditation.	B. Ongoing method of program effectiveness. Every four years there is a college level systematic evaluation. NLNAC is an ongoing evaluation review. SLO's are tied directly to the evaluation process. There will be an ongoing calendar schedule to document ongoing evaluation process.	
C. Curriculum	C. Not addressed.	
D. AB 1295/SB1440/TMC	D. Not addressed.	
IV. Other Items		
Evaluation	Evaluation discussion: when to send out student evaluations; Evaluations received back from ITS by week 13-14, team meetings by week 15. T. Kyle thanked the Evaluation Committee for collecting evaluations on every semester. Still need to report on plan.	Will review eval data week 15 every semester (spring 2013 will be week 14)

	<p>Discussion: A. Sweeney states target plans equates to continuous improvements. K. Baily asked would student surveys be inclusive. Timelines were discussed. A. Sweeny commented this is a perfect example of continuous improvement for program evaluation. T. Kyle will check with Mike regarding evaluation timeline turn-around. Discussion on electronic version of code #11. Should code #11 be completed via electronic version or paper? W. Morris stated code #11 should be completed via electronic. Instructors should be held accountable as well as hold their students accountable.</p>	
<p>NEXT ADNFO MEETING • March 4 - 1400-1600</p>		
<p>Meeting broke for lunch @ 12:17 p.m. Resumed @ 1:20. Adjourned at 2:05PM</p>		

Respectfully submitted,
Dianna King, Adm. Asst.