

**MEDICAL UNIVERSITY OF SOUTH CAROLINA
COLLEGE OF NURSING
MEETING MINUTES**

Committee Name: Faculty Assembly Date of meeting: February, 17, 2003 Semester: Spring 2003 Time: 1:00 - 4:00 pm

Presiding: Tara Hulsey

Members Present: Elaine Amella, Julia Ball, Gail Barbosa, Susan Benedict, Hannah DeToma, Coretta Dorsey, Barbara Edlund, Janet Grossman, Lenora Horton, Teresa Kelechi, Jean Leuner, Mardi Long, Sylvia Lufkin, Francine Margolius, Carol McDougal, Melodie Olson, Ingrid Pearson, Frances Porcher, Diane Santiago, Kathleen Simon, Margaret Spain, Sally Stroud, Gail Stuart, John Welton, Deborah Williamson

Student Representative (if appropriate): N/A

Topic	Discussion	Outcomes (Recommendations/Actions)	Responsible Person
Approval of Minutes	Minutes from the January meeting were submitted for approval.	Minutes were approved with no changes.	All faculty
Dean's Report	Dr. Stuart read letters of congratulations from Drs. Raymond and Greenberg for the CON Strategic Plan.		
	Dr. Stuart announced that Sharon Bond had nominated Yvonne Michel for an Applause Award.		
	Dr. Stuart gave a report on Dean's Council. She reported that representatives from Art Services & Digital Imaging gave a presentation on their services. An outside consultant has reviewed their department and made a recommendation to MUSC administration to maintain their department.	Dr. Stuart encouraged faculty to utilize the services on campus rather than using outside vendors. It is also important to give them feedback about the quality of their work.	
	Dr. Stuart announced that she has a meeting scheduled with the President of the Student Government association about giving non-nursing students card access to the building. She asked the faculty to make a recommendation whether the access should be granted.	The faculty voted unanimously to deny card access to non-nursing students stating security reasons. It was also noted that nursing students do not have card access to other buildings on campus and that <u>all</u> students have access to our building through the front door.	

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	Dr. Stuart clarified the procedure for accessing the services of the support staff on the floors.	If a support staff is overloaded with work, see the faculty point person on the floor so that the work may be assigned to the next available staff person.	
	The Dean's Advisory Board met for the first time on February 7 th . Dr. Stuart described the diversity and membership of the group. She also related that the group will focus on 4 major areas: legislative issues, public relations/ advocacy, fund raising, and constituency development.	The group will meet again on February 24 th .	
	Denise Ciccarelli accompanied Dr. Stuart to the Dean's Development Conference that was recently held in San Francisco.	Dr. Stuart and Ms. Ciccarelli gained a lot of useful knowledge and ideas about fund raising.	
	Dr. Stuart expressed the value of having Carolyn Page, Director of Student Services, Lynn Shull, Director of Finance, and Jo Smith, Administrative Coordinator for the Dean's office, and Denise Ciccarelli, Director of Development, to attend the faculty meetings.	The group approved the attendance by these administrative staff for enhanced CON information.	
	On February 19 th from 3-5 there will be an open forum in the Basic Science Building concerning the Nurse Practice Act.	All faculty were encouraged to attend.	
	The State Budget and Control Board has issued another round of state budget cuts. It appears that the College will receive an additional 3.7% cut. The College has been asked to submit a	Dr. Stuart and Ms. Shull are preparing the budget for presentation to central administration. Dr. Stuart will keep the faculty informed.	

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	budget at a 90% funding level - which will be a permanent cut in funds.		
	Dr. Raymond has presented a new IDC distribution to the Deans for approval. The new distribution would reduce the amount that is returned to the colleges from 50% to 40%, then 37% and ultimately 36% over time. 20% of IDC would be used to maintain infrastructure (building repairs, etc) and to fund centers for research. The PI would receive the same amount of 5%.	Dr. Stuart asked the faculty to forward her their thoughts/comments.	
	Dr. Stuart thanked the outgoing department chairs for their service to the College.	A small token of appreciation was presented to the outgoing department chairs who were present at the meeting.	
Associate Dean's Report	Dr. Leuner announced that she had received several responses to her Email asking for representation on the accreditation committee.	Anyone who is interested in serving on this committee should contact Dr. Leuner.	
Associate Dean's Report	Dr. Barbosa announced that the criminal background check issue has been resolved. The fee for the SLED background check will be added to the student's enrollment fee. She also noted that at the state level, the Deans and Directors are lobbying for this legislation not to apply to students and faculty.	Dr. Barbosa will keep the faculty up to date on this issue and legislation.	
	Dr. Barbosa reported great success with the 3 pilot PDA projects.		
	The Office of Academics is proceeding assuming we will admit a spring cohort of students.	Course mapping is being done to further evaluate resources needed.	

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	The Preceptor Task Force has recommended that preceptors receive a modified clinical faculty appointment as a reward for their contributions. Also thinking of presenting them with a pin or a plaque recognizing their efforts. Dr. Barbosa wants to develop an email network of all of the preceptors and create a newsletter and other mechanisms for communication.	The Dean's office will process the faculty appointment requests for the preceptors using the process that has been emailed to all faculty.	
	Dr. Barbosa has received a number of requests for foreign exchange students.	Faculty should contact Dr. Barbosa with their feedback on this issue.	
	FMU students will complete their requirements for the undergrad community course this summer by working with the SCRIPTS program that Dr. Erkel is conducting with AHEC.	Other schools around the state have participated in this program for a number of years.	
Curriculum Committee Report	Dr. Simon had previously distributed the course information for Methodology of Online Education and asked the faculty to vote on its acceptance.	One abstention, all others in favor of approving the course.	All faculty
	Dr. Simon brought forth to the Faculty Assembly a proposal to change the name of the Nurse Specialist track to that of Nurse Educator. It was clarified that none of the objectives, outcomes or content of the track would change, only the name. The name change was suggested by the Commission on Higher Education to more clearly differentiate among master degree track offerings.	Dr. Porcher moved to approve the name change. The majority of the faculty agreed.	All faculty

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Model for Clinical Education	Carol McDougal presented information on the LEAD Team that is being developed to look at the continuing education needs of the clinical areas in the hospital. A representative from the CON has been requested (other than Ms. McDougal).	Ms. McDougal will forward additional information to the faculty concerning the requirements of the committee and interested faculty should contact Ms. McDougal directly.	

Submitted by: Jo Smith