**ADSPN COMMITTEE MEETING**

**MINUTES**

**11/15/19**

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| **TOPIC** | **DISCUSSION** | **CONCLUSIONS/**  **RECOMMENDATIONS** | **ACTIONS/**  **FOLLOW UP** | **RESPONSIBLE**  **PERSON** |
| **CALL TO ORDER**  **Review of Minutes**  **NCLEX Results**  **Treasurer's Report**  **M. Shemin**  **Committee Reports**  **Membership**  **Professional Action**  **Education**  **Scholarships**  **Programs**  **Nominating**  **Website**  **Site Visits**  **Announcements**  **Next meeting**  **Adjourned** | Minutes of 9/20/2019 reviewed.  Meeting moved from 11/8 to 11/15/19  Received 3rd quarter.  Reviewed report  D. Penn gave report for R. Beecher  T. Merola  S. Moore-Jervis  Dr. Richardson  Jennifer Gazdick – Holy Name Medical Center Sister Claire Tynan School of Nursing  C. Campbell  C. Kumar  D. Penn – Holy Name Medical Center Sister Claire Tynan School of Nursing | Meeting called to order by D. Penn  Correction noted on page 2  NJSOB should read New Jersey State Board of Nursing.  D. Penn thanked members for accommodating the change in date. D. Penn stated she attended the Nurse Leaders Program at the Hospital Association.  D. Penn reported that the NCLEX results have been coming out with graduate's names which has been very helpful. Next Gen Questions piloting now and in 2023 there will a new style of questions.  M. Shemin reported that school dues will be going out in December. Income since 9/20/19 is $4,276.10. Will have more money once school membership dues come in. Caroline Cebik sends out the forms to the schools. Went over the costs for the program speaker and traveling expenses and catering and rental. Net income loss is between $455.13 and $629.83. Two reports were generated and one report may not have included additional checks. Difference in two prepared reports is less than $100.  M. Shemin reported she that does not think we ever broke even with the programs but this is better than the past. Need to keep this formula for raising the price of the program. Did have good attendance.  R. Beecher reported that membership is down. In 2018 had 37 members and in 2019 there are 29 individual members. There are 2 lifetime members. It is early in the academic year. Virtual Lourdes and St. Francis Medical Center have a good number of members. D. Penn reported that Holy Name, Muhlenberg and Trinitas need have to more members. D. Penn said she would reach out to these schools.  T. Merola reported that the program held on 10/17/19 addressing nurses who are thinking about becoming educators was well attended. Presenters were from all levels of education. Reviews from the program were for example, learned a lot, and gained confidence.  NJ Action Coalition Workforce will have new goals. Next meeting is 12/13/19. Will have topics /CEUs for the upcoming year.  LPN forums – nurses felt confident going to the summit – role RN and LPN.  S. Moore-Jervis reported there are no updates to report. Scholarship application from students due 11/22/19. Only received one application. Faculty application for scholarship due April 6, 2020.  Dr. Richardson reported on the program reviews, which were positive. Negative comments were lack of WIFI in the room. Will work with Caroline Cebik to get WIFI fixed for next year's program. Room temperature ranged from too cold – too warm. Need more space.  However, if get a bigger room it will cost more money.  National Coalition program is April  3, 2020. Presenter Dr. Cynthia Clark.  Agreed to accept the position of coordinator of the nominating committee. J. Gazdick is new to the nominating committee and should work with Caroline Cebik. Discussed which positions will be up for elections in the even and odd years according to the By-Laws. The By-Laws were reviewed in June 2019 at the annual meeting with no changes.  Campbell reported the website has been updated with Board Member Names. Revised minutes were posted.  C. Kumar reported that Muhlenberg just completed the ACEN visit. Stated she would be happy to work with any school preparing for a visit. She provided some information about the visit.  D. Penn came in to work with faculty for 2 hours in preparation for the visit. ACEN can interview faculty from 1 ½ to 3 hours.  ACEN Site Visits  Trinitas - Fall 2020  St. Francis Medical Center – Fall 2020.  D. Penn announced that the School moved from Teaneck, NJ to Englewood Cliffs, NJ.  Moved into the building in August. There will be a Ribbon Cutting Ceremony on Monday, November 18. Senator Menendez and other dignitaries will be present. Expecting 100 to 150 people to come to the event. There will also be media coverage. D. Penn and J. Gazdick will be participating in the ceremony.  Next meeting will be a conference call on February 7th at 10 am. | Motion to approve minutes with the identified correction made by C. Campbell, seconded by M. Montufar  Unanimously accepted.  Motion to accept report made by C. Campbell, second by Dr. Richardson.  Unanimously accepted.  Meeting adjourned at 10:50 am. |  |

Respectfully submitted by,

Marilyn Montufar, Secretary

**Time:** 10am  **Committee**: ADSPN

**Place**: Conference Call  **Chairperson**: Donna Penn, President

**Members Presents:**   **Members Absent:**

Donna Penn Rose Beecher (clinical)

Shirley Richardson

Carol Campbell

Sharnee Moore-Jervis

Martha Shemin

Teresa Merola

Coleen Kumar

Jennifer Gazdick