Los Angeles County College of Nursing and Allied Health

INSTITUTIONAL EFFECTIVENESS COMMITTEE MEETING

January 14, 2016

PRESENT	Herminia Honda, Chair	M. Francone	Guests:	Excused/
	J. Anderson (Recorder)	V. Kieng	B. Collier	Absent:
	M. Caballero	G. Meza		D. DeHart
	F. Cervantes-Chisholm	L. Vigil		M. Hollinger
	B. Davis	M. Webster		M. Nazarey
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Agenda Item	Discussion	Action	Follow-up
MINUTES APPROVAL	Minutes of December 3, 2015 – pending next meeting	Information	None
	 Minutes of November 5, 2015 – have been posted NCLEX pass rates report follow-up – Pending additional information from L. Myers. Chart updated to separate rows for # of fail and # of not attempted. 2014-2015 College OER reports – posted DEM 2014-2015 SLO report - posted 	 Information Follow-up with L. Myers Information Information 	 None H. Honda None None
:	 Computer software update – Faculty can use Google Chrome to access internet websites. Help Desk – LAC+USC IT is providing walk-in computer assistance help desk in the D and T building. The help desk can assist with mobile devices, corrupt files and flash drives, and personal computers. The College will check if the help desk is open to assisting students. Hand Hygiene – Students need compliance class and sign a compliance form. F. Chisholm-Cervantes will follow on the form with M. Chacon on correct form. A hand washing training video is posted on the intranet. ATI – ATI will be launching a new TEAS VI exam in August. 	 1.Information 2.Information 3.Information 4. Information 	 None None None None
EVALUATION REPORT (OER)	 <u>V.I SON Curriculum Plan</u> – Discussed in the SON Annual Program Review <u>V.H. SON Student Demographics</u> – Discussed in OES Program Review <u>I.G. Program Enrollment</u> – Discussed in OES Program Review <u>I.D. Employee Turnover Rate</u> – B. Collier reported that Employee Turnover Rate met threshold of less than 10%. The average employee retention is 11.01 years and that the annual off service rate remains at 6% for the last 15 years. The turnover rate for 2014 – 2015 was 4%. The Committee reviewed and discussed the report findings. <u>I.E. Employee Exit Interview</u> - B. Collier reported that the overall results from the Employee Exit Interview survey were, 3.37, which is below threshold. The Committee discussed the survey 	Information Information Information Information	None None None None B. Collier

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PROGRAM REVIEW	 V.K. 2014-2015 OES Annual Program Review - M. Caballero reported the following: Summary of Findings: Services have been maintained in spite of significantly reduced staffing Completing projects has been impacted due to lack of staff Goal to increase the number of applicants was met Leading reasons for applicants not coming to the School after acceptance were identified as; wanting to stay closer to home, preference for BSN programs and financial and family issues Goal to complete a TEAS comparison study is pending ATI's launch of new TEAS VI in August 2016 Goal to finalize CAMS Enterprise – in progress Transcript request greatly increase, possible due to graduates seeking BSN degrees Student family, health and financial issues continue to impact on-time-completion and retention rates Early intervention counseling plans have been successful The MSW intern providing student counseling and stress management sessions was successful The student body continues to be very diverse 	Post report	H. Honda
	 II. A. 2014 – 2015 SON Program Review – B. Collier reported the following: Summary of Findings: Overall course rating in all semesters were above threshold 4th semester courses, N242 and N243L, had a total of 3 survey items that fell below threshold will continue to monitor All recommendations for the Program Review Workshop were implemented There were a total of 8 student petitions, mostly related to attendance – none progressed passed a preliminary hearing NCLEX pass rates continue to be high – 2015-I =93% and 2014-II = 95.8% 	Post report	H. Honda
DOCUMENT REVIEW	ICC from Admissions and Promotions – The Admissions and Promotions Committee recommended reducing the On-Time Completion Rate be reduced from the current 80% to 68% to be more in line with national averages and community standards. The Committee reviewed and discussed the recommendation. The recommendation was accepted with 6 yes votes and 1 abstention.	Update changes to the Institutional Effectiveness Program Review Plan	H. Honda
	IE Committee Membership Documents – The Committee reviewed and discussed the 2016 IE Committee Membership Documents distributed by H. Honda	Information	None

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REPORTING SCHEDULE	SLO Reports <u>OES SLO</u> – Included in the 2014 – 2015 OES Annual Program Review	Information	None
	SON SLO – Included in the 2014 – 2015 SON Annual Program Review	Information	None
NEXT MEETING	Date:February 4, 2016Time:07:30-09:30Place:Tower Hall, Room 105Recorder:D. DeHart		

Approved by: <u>Herminia Honda</u> Chair, IE Committee (Signature on file)

Prepared by: <u>Jeffrey Anderson</u> (Signature on file)