

TOPIC	DISCUSSION/CONCLUSIONS/RECOMMENDATIONS	ACTIONS	FOLLOW-UP																																																			
	<p>3. <u>Technology/College Information Systems Comprehensive Academic Management System (CAMS)</u> – S. Granger reported that CAMS continues to be used by prospective students for application and current students for handouts, grades and communicating with faculty. The implementation of the FA portal has been put on hold due to COVID-19.</p> <p><u>Information System/Website</u> – H. Honda reported that the College IT has been busy the last few months in making sure the College has enough resources and support for distance learning. MS Teams will be utilized for virtual lectures and skills presentations. Recorded lectures are posted on the College website for students to access. In addition, the College has a newly migrated website. The information in the website are being reviewed for accuracy and currency.</p>	3. Information	3. None																																																			
<p>DIVISIONAL REPORTS</p>	<p>1. 2020 Fall Student Projections – T. Trongone reported on the Fall 2020 prospective student demographics:</p> <p><u>Basic Two-Year Program- Fall 2020 Admission</u> Goal = 60 Total = 63 (52 new admissions, 6 readmissions, 5 incomplete) Capacity yield = >100% Threshold (90%) met</p> <p>New two-year students - Graduate Spring 2022 (Class 2022-I)</p> <ul style="list-style-type: none"> Gender: <table border="1" data-bbox="415 950 1224 1084"> <thead> <tr> <th></th> <th>Total</th> <th>Class %</th> </tr> </thead> <tbody> <tr> <td>Males</td> <td>16</td> <td>30.8</td> </tr> <tr> <td>Females</td> <td>36</td> <td>69.2</td> </tr> <tr> <td>Total</td> <td>52</td> <td>100%</td> </tr> </tbody> </table> Ethnic Composition: <table border="1" data-bbox="415 1149 1218 1481"> <thead> <tr> <th></th> <th>Total</th> <th>Class %</th> <th>LA County %</th> </tr> </thead> <tbody> <tr> <td>Caucasian</td> <td>7</td> <td>13.5</td> <td>26.5%</td> </tr> <tr> <td>Black</td> <td>1</td> <td>1.9</td> <td>9.1%</td> </tr> <tr> <td>Hispanic</td> <td>17</td> <td>32.7</td> <td>48.5%</td> </tr> <tr> <td>Native American</td> <td>0</td> <td>0</td> <td>1.5%</td> </tr> <tr> <td>Asian</td> <td>16</td> <td>30.8</td> <td rowspan="2">15.5%</td> </tr> <tr> <td>Filipino</td> <td>2</td> <td>3.8</td> </tr> <tr> <td>Two or More</td> <td>1</td> <td>1.9</td> <td>3.0%</td> </tr> <tr> <td>Unknown</td> <td>8</td> <td>15.4</td> <td></td> </tr> <tr> <td>Total</td> <td>52</td> <td>100%</td> <td></td> </tr> </tbody> </table> 		Total	Class %	Males	16	30.8	Females	36	69.2	Total	52	100%		Total	Class %	LA County %	Caucasian	7	13.5	26.5%	Black	1	1.9	9.1%	Hispanic	17	32.7	48.5%	Native American	0	0	1.5%	Asian	16	30.8	15.5%	Filipino	2	3.8	Two or More	1	1.9	3.0%	Unknown	8	15.4		Total	52	100%		1. Information	1. None
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	<ul style="list-style-type: none"> • Age Range: <table border="1" data-bbox="415 293 1171 561"> <thead> <tr> <th></th> <th>Total</th> <th>Class %</th> </tr> </thead> <tbody> <tr> <td><20</td> <td>1</td> <td>1.9</td> </tr> <tr> <td>20-25</td> <td>16</td> <td>30.8</td> </tr> <tr> <td>26-30</td> <td>20</td> <td>38.5</td> </tr> <tr> <td>31-40</td> <td>14</td> <td>26.9</td> </tr> <tr> <td>41-50</td> <td>1</td> <td>1.9</td> </tr> <tr> <td>51 +</td> <td>0</td> <td></td> </tr> <tr> <td>Total</td> <td>52</td> <td>100%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ➤ She reported that a new age category of <20 was added as there is student who is only 17 years old. There was a total of 295 applicants; 201 qualified applicants with 61 acceptance letters sent. ➤ H. Honda reported that the interview process was cancelled due to COVID-19 pandemic ➤ H. Honda responded to E. Moreno's inquiry regarding the interview process: <ul style="list-style-type: none"> ▪ Interview consist of three parts; written exercise, working with a partner to give and receive instructions and a group activity ▪ Currently the interview process is 5 points ▪ The process will be evaluated once the first cohort who were interviewed for admission completes the program. The cohort is currently in third semester. ➤ K. Gonzalez commented that the interview process is a good addition to the admission process. 		Total	Class %	<20	1	1.9	20-25	16	30.8	26-30	20	38.5	31-40	14	26.9	41-50	1	1.9	51 +	0		Total	52	100%		
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ADMINISTRATIVE REPORT	<ul style="list-style-type: none"> V. Branchick reported on the following: <ul style="list-style-type: none"> ➤ First, she acknowledged the Administrative team together with V. Kieng for the smooth transition of the College to distance learning last semester and for the fall semester ➤ She reported on the following changes implemented for Fall 2020 to ensure safety of faculty, staff and students. She added that the College was open for DHS staff during the lockdown: <ul style="list-style-type: none"> ▪ Signage have been posted all over the campus regarding social distancing and facial coverings ▪ Classrooms reconfigured to keep desks six feet apart ▪ Maximum of only seven students are allowed in the Skills Lab ▪ No more than 2 people are allowed in the elevator ▪ Computers and desks spaced six feet apart and extra furniture removed and placed in storage ▪ Blocked and taped off the courtyard tables to maintain six feet distancing ▪ One student allowed at a time in the front office ▪ Furniture in the lunch room have been configured to keep physical distancing ▪ Water fountains have been renovated to prevent contamination ➤ V. Branchick also reported on the LA County Budget crisis because of the COVID-19 pandemic. <ul style="list-style-type: none"> ▪ The College must do its part in being fiscally responsible and being tight with its expenditures. ▪ Currently collaborating with LAC + USC Finance in finding out other strategies such as exploring donations, creating a foundation, considering an increase in tuition, etc., to increase revenue for the College. ▪ The College is being a good steward to the community and providing opportunity for the 	Information	None																								

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	<p>constituents of LA County.</p> <ul style="list-style-type: none"> ▪ The College's biggest expense is the faculty salary. <p>She reported that there was a discussion of increasing the ratio of instructor to students. Currently, the ratio is 1:10 to 1:12 in the clinical area. Increasing the ratio could jeopardize patient care as students provide medication administration, assessment and other skills learned. K. Hinoki stated that CSULA has a ratio of 1:10 or 1:12 in a community or public health setting to ensure patient safety. The College wants to ensure the quality of education is always maintained. Much discussion ensued:</p> <ul style="list-style-type: none"> ▪ E. Moreno shared that increasing the tuition to increase revenue may not be best for the students. Thus, he suggested to look over the administrative and operational costs. He also added that in the community college setting, the cost of the Nursing programs is offset by increasing the enrollment in other areas as nursing programs are costly. ▪ V. Branchick asked for E. Moreno, K. Hinoki and R. Hernandez for any fundraising ideas which may help the College. 		
NEW BUSINESS			
	<p>1. <u>Policy # 300: Award of Academic Credit</u> - Reviewed and approved by College Governance on 5/28/20 and sent to the Board on 7/31/20. K. Hinoki recommended the following statement" at the completion of the nursing program for Basic RN students and Option I LVN to RN students." for clarity. Eight members voted for the approval of the policy.</p>	1. Finalize and post policy	1.H. Honda
OFF AGENDA ITEMS	Next meeting is scheduled for November 12, 2020 at 0800-1000. No changes at this time.		
ADJOURNMENT	1358		
NEXT MEETING	November 12, 2020 College of Nursing & Allied Health Tower Hall Room 105	V. Branchick will forward agenda and minutes to members prior to meeting.	V. Branchick

Approved by Rosa Maria Hernandez (Signature on file) _____
BOT.Agendas/Mins

Prepared by: Herminia L. Honda (Signature on file)

3/24/20