

**LOS ANGELES COUNTY COLLEGE OF NURSING AND ALLIED HEALTH
BOARD OF TRUSTEES MINUTES**

November 10, 2022

In Person/ Microsoft Teams Meeting

| TOPIC | DISCUSSION/CONCLUSIONS/RECOMMENDATIONS | ACTIONS | FOLLOW-UP |
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| <p>PRESENT:</p> <p>Vivian Branchick, RN Nancy Blake, RN Anthony Flores Rosa Maria Hernandez</p> <p>EXCUSED/ ABSENT:</p> <p>Tonia Jones, RN</p> | <p>Nancy Miller, RN Ernest Moreno Jorge Orozco</p> | <p>ADMIN STAFF:</p> <p>Irene dela Torre, RN Mildred Gonzales, RN Herminia Honda, RN Zenobia Ivory, RN Trina Trongone, RN</p> | <p>PUBLIC:</p> |
| <p>CALL TO ORDER & INTRODUCTIONS</p> | <p>R. Hernandez called the meeting at 0808 and welcomed everyone for the in-person meeting..</p> <p>Welcome, Zenobia Ivory, Director, OES. Z. Ivory started thanking the Board for having her and having a familiar face in the room such as N. Miller. She stated that she has been with LA County for 37 years. She began working for the County as an EKG technician, staff nurse, MICU nurse, nursing instructor and currently, the OES director.</p> | <p>Information</p> | <p>None</p> |
| <p>APPROVAL OF MINUTES</p> | <p>Minutes of June 9, 2022, reviewed and approved with five members present voted for approval.</p> | <p>Post on website</p> | <p>H. Honda</p> |
| <p>MINUTES FOLLOW-UP</p> | <ul style="list-style-type: none"> ➤ Minutes of February 6, 2022 = Posted on the internet ➤ A new item/exam Y5133D: Registered Nurse I (College of Nursing and Allied Health) bulletin has been updated to add the word "Graduate" for clarity. ➤ Policy # 430: Students Record Confidentiality = finalized and posted | <p>Information</p> | <p>None</p> |
| <p>ANNOUNCEMENTS</p> | <p>None</p> | <p>Information</p> | <p>None</p> |
| <p>PUBLIC COMMENT</p> | <p>None</p> | <p>Information</p> | <p>None</p> |
| <p>OLD BUSINESS</p> | | | |
| <p>ACCREDI-TATION</p> | <ol style="list-style-type: none"> 1. <u>ACCJC Report</u> – H. Honda reported on the following: The Midterm report is due on March 15, 2023. Faculty and the Admin team have started working on the draft. R. Hernandez inquired whether there is also an onsite visit for ACCJC. H. Honda replied that only a Midterm report need to be submitted at this time. Site visit is scheduled for Spring 2026. 2. <u>ACEN Report</u> - H. Honda reported on the following: Site visit for the accreditation is scheduled for March 15-17, 2023 and will be combined with the BRN visit. Self-study report is due 2/1/23. Will email the draft to BOT members for review. V. Branchick stated that she will notify the Board members if they are needed for the site visit once the schedule is finalized. 3. <u>BRN Report</u> – M. Gonzales reported on the following: The BRN Continuing Approval Visit (CAV) will be combined with the ACEN site visit which is the first for the College. The last visit was in March 2018. The Self Study Report, and attachments for the ACEN visit will be used for the BRN Report and visit. | <ol style="list-style-type: none"> 1. Information 2. Information 3. Information | <ol style="list-style-type: none"> 1. None 2. None 3. None |

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| | <p>4. <u>Program Review</u> - H. Honda reported on the following: At the end of this semester, IE will be working on analyzing the data for the applicant interview that was started for 2019 Fall application. Five generic cohorts have been interviewed. One LVN-RN Advanced Placement cohort was interviewed, and they will be graduating December 2022. Due to COVID-19, two cohorts Fall 2020, and Fall 2021 had no interviews. There was no enrollment for Spring 2021 entry. Based on preliminary data, students who did not do well in the interview were having difficulty in meeting the student learning outcomes especially in first and second semester.</p> <p>5. <u>Technology/College Information Systems</u> – H. Honda reported on the following: CAMS –still working on FA module, the newly trained FA coordinator has been receiving regarding training regarding the FA the module. Plan is to be able to pilot for Spring 2023. V. Branchick stated that FA process could be complicated as there are reports that that must be submitted to the Department of Education. CONAH has to wait for LA County audit reports before submission. She thanked the FA and Business office staff in working diligently to complete the reports.</p> <p>V. Kieng, College IT personnel have been updating information on the website for currency and accuracy and to prepare for the ACEN and BRN CAV.</p> | <p>4. Information</p> <p>5. Information</p> | <p>4. None</p> <p>5. None</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>DIVISIONAL REPORTS</p> | <p>1. Office of Educational Services (OES) – Z. Ivory reported on the FA 2021-2022 annual report: <u>Evaluation of the annual goals previous AY goals</u></p> <ul style="list-style-type: none"> ➤ The progress of identifying and tracking students thru the interview process resumed Spring 2022 after cancellation of the interview process due to COVID-19. ➤ All co-requisites were changed to pre-requisites to improve efficiency of workflow and minimize work redundancy for the OES staff. <p>Goal: NCLEX pass rate to be monitored for Spring 2023: This will be the first class utilizing the new format of the NCLEX Next Generation Exam.</p> <p><u>Demographic Data for Incoming Students for Fall 2021 and Spring 2022</u></p> <table border="1" data-bbox="443 1114 1444 1495"> <thead> <tr> <th>Gender</th> <th>Fall 2021</th> <th>Spring 2022</th> </tr> </thead> <tbody> <tr> <td>New Student Enrollment</td> <td>55</td> <td>49</td> </tr> <tr> <td>Males</td> <td>27.3%</td> <td>28.6%</td> </tr> <tr> <td>Females</td> <td>72.7%</td> <td>71.4%</td> </tr> <tr> <td><u>Age Range</u></td> <td></td> <td></td> </tr> <tr> <td>17-19</td> <td>0%</td> <td>0%</td> </tr> <tr> <td>20-24</td> <td>20%</td> <td>28.6%</td> </tr> <tr> <td>25-29</td> <td>29.1%</td> <td>28.6%</td> </tr> <tr> <td>30-34</td> <td>25.5%</td> <td>20.4%</td> </tr> <tr> <td>35-39</td> <td>12.7%</td> <td>10.2%</td> </tr> </tbody> </table> | Gender | Fall 2021 | Spring 2022 | New Student Enrollment | 55 | 49 | Males | 27.3% | 28.6% | Females | 72.7% | 71.4% | <u>Age Range</u> | | | 17-19 | 0% | 0% | 20-24 | 20% | 28.6% | 25-29 | 29.1% | 28.6% | 30-34 | 25.5% | 20.4% | 35-39 | 12.7% | 10.2% | <p>1. Information</p> | <p>1. None</p> |
| Gender | Fall 2021 | Spring 2022 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Student Enrollment | 55 | 49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Males | 27.3% | 28.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| <u>Age Range</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17-19 | 0% | 0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20-24 | 20% | 28.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25-29 | 29.1% | 28.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30-34 | 25.5% | 20.4% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| 40-44 | 9.1% | 10.2% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 45-49 | 3.6% | 0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 + | 0% | 2.0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th>Ethnic Composition</th> <th>Fall 2021</th> <th>Spring 2022</th> <th>LA County % Residence</th> </tr> </thead> <tbody> <tr> <td>Caucasian</td> <td>25.5%</td> <td>6.1%</td> <td>25.9%</td> </tr> <tr> <td>Black</td> <td>3.6%</td> <td>8.2%</td> <td>7.76%</td> </tr> <tr> <td>Hispanic</td> <td>47.3%</td> <td>40.8%</td> <td>48.3%</td> </tr> <tr> <td>Native American</td> <td>0%</td> <td>0%</td> <td>0.198%</td> </tr> <tr> <td>Asian</td> <td>16.4%</td> <td>24.5%</td> <td>14.6%</td> </tr> <tr> <td>Filipino</td> <td>5.5%</td> <td>14.3%</td> <td></td> </tr> <tr> <td>Two or More</td> <td>1.8%</td> <td>4.1%</td> <td>2.58%</td> </tr> <tr> <td>Not specified</td> <td>0%</td> <td>2.0%</td> <td></td> </tr> </tbody> </table> | | | | Ethnic Composition | Fall 2021 | Spring 2022 | LA County % Residence | Caucasian | 25.5% | 6.1% | 25.9% | Black | 3.6% | 8.2% | 7.76% | Hispanic | 47.3% | 40.8% | 48.3% | Native American | 0% | 0% | 0.198% | Asian | 16.4% | 24.5% | 14.6% | Filipino | 5.5% | 14.3% | | Two or More | 1.8% | 4.1% | 2.58% | Not specified | 0% | 2.0% | | | | |
| Ethnic Composition | Fall 2021 | Spring 2022 | LA County % Residence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Caucasian | 25.5% | 6.1% | 25.9% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Black | 3.6% | 8.2% | 7.76% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hispanic | 47.3% | 40.8% | 48.3% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Native American | 0% | 0% | 0.198% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Asian | 16.4% | 24.5% | 14.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Filipino | 5.5% | 14.3% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Two or More | 1.8% | 4.1% | 2.58% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not specified | 0% | 2.0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <ul style="list-style-type: none"> ➤ Point system continues to be used. ➤ The interview process which was cancelled due to COVID-19, resumed in Spring 2022. ➤ The average science GPA of the applicants was 3.7. ➤ Total applicants = 299 ➤ Files reviewed = 218 ➤ Qualified applicants = 162 ➤ Acceptance letters sent = 57 ➤ There is a slight decrease in applications which could be attributed to the COVID-19 pandemic, but still a good number of applicant pool. ➤ The number of acceptance letter that were sent gave OES room to accept returning students. ➤ A pre-orientation session is provided to admitted students and those that are in the waiting list. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p><u>SON Student Projections</u> <u>Basic Two-year Program- Spring 2023 Admission</u> Graduate Fall 2024 (Class of 2024-II) Goal = 60 students per semester Total = 60 (58 new admissions, 2 returning) Capacity yield = 100% Threshold (90%) met</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <table border="1" data-bbox="457 289 1442 763"> <thead> <tr> <th data-bbox="464 293 945 342">Gender</th> <th data-bbox="945 293 1436 342">Spring 2023</th> </tr> </thead> <tbody> <tr> <td data-bbox="464 342 945 402">New Student Enrollment</td> <td data-bbox="945 342 1436 402">58</td> </tr> <tr> <td data-bbox="464 402 945 435">Males</td> <td data-bbox="945 402 1436 435">23.6%</td> </tr> <tr> <td data-bbox="464 435 945 467">Females</td> <td data-bbox="945 435 1436 467">81.1%</td> </tr> <tr> <th data-bbox="464 467 945 505">Age Range</th> <th data-bbox="945 467 1436 505"></th> </tr> <tr> <td data-bbox="464 505 945 537">17-19</td> <td data-bbox="945 505 1436 537">0%</td> </tr> <tr> <td data-bbox="464 537 945 570">20-24</td> <td data-bbox="945 537 1436 570">23.6%</td> </tr> <tr> <td data-bbox="464 570 945 602">25-29</td> <td data-bbox="945 570 1436 602">18.2%</td> </tr> <tr> <td data-bbox="464 602 945 634">30-34</td> <td data-bbox="945 602 1436 634">23.6%</td> </tr> <tr> <td data-bbox="464 634 945 667">35-39</td> <td data-bbox="945 634 1436 667">18.2%</td> </tr> <tr> <td data-bbox="464 667 945 699">40-44</td> <td data-bbox="945 667 1436 699">12.7%</td> </tr> <tr> <td data-bbox="464 699 945 732">45-49</td> <td data-bbox="945 699 1436 732">7.3%</td> </tr> <tr> <td data-bbox="464 732 945 763">50 +</td> <td data-bbox="945 732 1436 763">1.8%</td> </tr> </tbody> </table> <table border="1" data-bbox="457 824 1432 1263"> <thead> <tr> <th data-bbox="464 829 802 906">Ethnic Composition</th> <th data-bbox="802 829 1096 906">Spring 2023</th> <th data-bbox="1096 829 1425 906">LA County % Residence</th> </tr> </thead> <tbody> <tr> <td data-bbox="464 906 802 946">Caucasian</td> <td data-bbox="802 906 1096 946">10.9%</td> <td data-bbox="1096 906 1425 946">25.9%</td> </tr> <tr> <td data-bbox="464 946 802 987">Black</td> <td data-bbox="802 946 1096 987">12.7%</td> <td data-bbox="1096 946 1425 987">7.76%</td> </tr> <tr> <td data-bbox="464 987 802 1027">Hispanic</td> <td data-bbox="802 987 1096 1027">41.8%</td> <td data-bbox="1096 987 1425 1027">48.3%</td> </tr> <tr> <td data-bbox="464 1027 802 1068">Native American</td> <td data-bbox="802 1027 1096 1068">0%</td> <td data-bbox="1096 1027 1425 1068">0.198%</td> </tr> <tr> <td data-bbox="464 1068 802 1109">Asian</td> <td data-bbox="802 1068 1096 1109">12.7%</td> <td data-bbox="1096 1068 1425 1109">14.6%</td> </tr> <tr> <td data-bbox="464 1109 802 1149">Filipino</td> <td data-bbox="802 1109 1096 1149">9.1%</td> <td data-bbox="1096 1109 1425 1149">10.2%</td> </tr> <tr> <td data-bbox="464 1149 802 1190">Two or More</td> <td data-bbox="802 1149 1096 1190">3.6%</td> <td data-bbox="1096 1149 1425 1190">2.58%</td> </tr> <tr> <td data-bbox="464 1190 802 1230">Not specified</td> <td data-bbox="802 1190 1096 1230">3.6%</td> <td data-bbox="1096 1190 1425 1230"></td> </tr> </tbody> </table> <ul style="list-style-type: none"> ➤ There was a slight decrease in male admission. ➤ There was a slight decrease in Hispanic student admission and slight increase with African American students. ➤ Ethnic composition continues to reflect LA County data. | Gender | Spring 2023 | New Student Enrollment | 58 | Males | 23.6% | Females | 81.1% | Age Range | | 17-19 | 0% | 20-24 | 23.6% | 25-29 | 18.2% | 30-34 | 23.6% | 35-39 | 18.2% | 40-44 | 12.7% | 45-49 | 7.3% | 50 + | 1.8% | Ethnic Composition | Spring 2023 | LA County % Residence | Caucasian | 10.9% | 25.9% | Black | 12.7% | 7.76% | Hispanic | 41.8% | 48.3% | Native American | 0% | 0.198% | Asian | 12.7% | 14.6% | Filipino | 9.1% | 10.2% | Two or More | 3.6% | 2.58% | Not specified | 3.6% | | | |
| Gender | Spring 2023 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| New Student Enrollment | 58 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Males | 23.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Females | 81.1% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Age Range | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17-19 | 0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20-24 | 23.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 25-29 | 18.2% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30-34 | 23.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 35-39 | 18.2% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 40-44 | 12.7% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 45-49 | 7.3% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 + | 1.8% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ethnic Composition | Spring 2023 | LA County % Residence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Caucasian | 10.9% | 25.9% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Black | 12.7% | 7.76% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hispanic | 41.8% | 48.3% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Native American | 0% | 0.198% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Asian | 12.7% | 14.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Filipino | 9.1% | 10.2% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Two or More | 3.6% | 2.58% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Not specified | 3.6% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p><u>CSULA Collaborative</u></p> <table border="1" data-bbox="344 354 1419 732"> <thead> <tr> <th></th> <th>Summer 2020 (Cohort 8)</th> <th>Summer 2021 (Cohort 9)</th> <th>Summer 2022 (Cohort 10)</th> </tr> </thead> <tbody> <tr> <td>Number of Students Admitted</td> <td>22</td> <td>12</td> <td>13</td> </tr> <tr> <td>Number of Students Attrited</td> <td>12 (9 withdrew, 3 delayed to Cohort 9)</td> <td>3 (2 withdrew, 1 delayed to Cohort 10)</td> <td>1 (delayed to Cohort 11)</td> </tr> <tr> <td>Continued after CONAH Graduation</td> <td>11 (1 withdrew after Summer 2, included in the # of withdrawals above)</td> <td>10 (1 postponed after Summer 2, included in the # of withdrawals above)</td> <td>Will return Summer 2023</td> </tr> <tr> <td>Graduated with BSN</td> <td>10</td> <td>TBD</td> <td>TBD</td> </tr> </tbody> </table> <ul style="list-style-type: none"> ➤ There are eight spots guaranteed for CSULA collaboration, and CONAH students are given priority to available remaining slots. ➤ CSULA continue to provide information sessions about the collaborative program. ➤ CSULA will increase admissions for the collaborative program. <p>2. Allied Health – I. Dela Torre reported on the AH 2020-2021 annual report:</p> <p><u>Certified Nursing Assistants Continuing Education Modules</u></p> <ul style="list-style-type: none"> ➤ There were 22 classes provided from August 2020 to June 2021 with 288 participants. ➤ Participants came from the following facilities: <ul style="list-style-type: none"> ▪ Correction Health Services ▪ LAC + USC Medical Center ▪ Harbor UCLA Medical Center ▪ Olive View Medical Center ▪ Rancho Los Amigos ➤ Ratings ranged from 4.35 to 4.96 / 5.0, above threshold with positive written comments. <p><u>Intravenous Therapy and Blood Withdrawal Certification Course for LVNs</u></p> <ul style="list-style-type: none"> ➤ There were five participants for the September-October 2020 classes. ➤ Participants were from LAC + USC Medical Center and Olive View Medical Center. ➤ Ratings ranged from 4.63 to 4.75/5.0 with positive written comments. <p><u>Program Progress to Date</u></p> <ul style="list-style-type: none"> ➤ Completed Central Service Technician (CST) Certificate Training Program proposal. Submitted to ACCJC and received approval for implementation. <ul style="list-style-type: none"> ▪ AH Division developing curriculum for approved program and will start marketing to DHS | | Summer 2020 (Cohort 8) | Summer 2021 (Cohort 9) | Summer 2022 (Cohort 10) | Number of Students Admitted | 22 | 12 | 13 | Number of Students Attrited | 12 (9 withdrew, 3 delayed to Cohort 9) | 3 (2 withdrew, 1 delayed to Cohort 10) | 1 (delayed to Cohort 11) | Continued after CONAH Graduation | 11 (1 withdrew after Summer 2, included in the # of withdrawals above) | 10 (1 postponed after Summer 2, included in the # of withdrawals above) | Will return Summer 2023 | Graduated with BSN | 10 | TBD | TBD | | |
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| | <p>facilities and other County departments.</p> <ul style="list-style-type: none"> ▪ Goal is for the participants to pass the national certification. ▪ CNOs of DHS facilities have stated the dire need of CST for the operating room. <p>➤ Hiring process in progress for ITC (1) and Nursing instructor (1) positions.</p> <p>➤ AH has recently started a Nursing Assistant Training Program to help with the critical staffing shortage of NAs at LAC + USC and extending in the future to other DHS hospitals. V. Branchick shared that this is providing opportunities to other employees who are interested to obtain their nursing assistant certificate. N. Blake stated that they are also working with local high school students who might be interested in the training program.</p> <p>➤ N. Miller congratulated I. Dela Torre and the department for a job well done in providing AH classes.</p> | | |
| <p>ADMINISTRATIVE REPORT</p> | <p>V. Branchick reported on the Strategic Plan for 2020-2024:</p> <p>➤ Goal 1: Promote Student Success</p> <ul style="list-style-type: none"> ▪ Laptops were purchased for faculty and staff during the pandemic and also for students who do not have resources to buy their own. Plan to submit a budget request to purchase a new academic management system. ▪ Use of new digital resources were implemented and utilizing the PassPoint for NCLEX Next Generation Exam. ▪ High risk students are assessed and provided support through tutoring, advisement, and counseling. Attrition rate remained constant during the pandemic. ▪ Based on the interview process preliminary data, students who do not do well in the interview, do not do well in the program. Explore the possibility of using the interview result as a condition of acceptance to the program. ▪ Training budget for faculty and staff has been developed and designated. Goal is to apply for grants to increase resources for faculty development. <p>➤ Goal II: Enhance Physical Infrastructure</p> <ul style="list-style-type: none"> ▪ Heating and cooling towers were upgraded but remains a problem. A new HVAC system will be included in the FY 2024-2025 budget cycle. ▪ CAE installation was completed, and new Gaumard high fidelity manikins were purchased and utilized Fall 2022. ▪ CONAH applied and was approved the CARES act funding which was utilized to purchase OB and Pediatric manikin and various equipment and supplies for the Skills and Sim labs. <p>➤ Goal III: Promote Collaboration and Partnership with academic institutions</p> <ul style="list-style-type: none"> ▪ Goal for 2023-2024 is to finalize the BSN program recommendations and budget proposal. ▪ Continue with providing continuing education classes for CNAs and LVNs, because of continued demand from DHS facilities. ▪ Goal for 2023-2024 is to resume development of the CST training program. ▪ NA Training program approved by CA Department of Public Health was implemented on October 31, 2022, as a response to critical staffing needs of NAs at LAC + USC and throughout DHS. <p>➤ Goal IV: Enhance Institutional Effectiveness through Continuous Quality Improvement</p> <ul style="list-style-type: none"> ▪ Midterm report for ACCJC to be submitted on March 15, 2023. | <p>Information</p> | <p>None</p> |

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| | <ul style="list-style-type: none"> ▪ Preliminary reports indicate that tutoring and mentoring have been effective in assisting students successfully passed their respective course. ▪ Continue to track, trend, and monitor outcomes. ▪ Goals for 2023-2024 is to create a steering committee to review the new ACCJC standards that will be implemented in 2024 ▪ Currently working on the ACEN Self Study Report due on 2/1/23 and with site visit scheduled for March 2023. <p>V. Branchick acknowledged her administrative team, faculty, and staff for the implementation of the Strategic Plan. R. Hernandez thanked V. Branchick for a very thorough and impressive report.</p> | | |
| NEW BUSINESS | | | |
| | <ol style="list-style-type: none"> 1. <u>Policy # 301: Grading for Clinical Course</u> - Sent to Board members on 10/31/22. Incorporated the recommendation from N. Miller. Six members voted for its approval. 2. <u>Policy#300: Grading System</u> - Sent to Board members on 10/31/22. Incorporated the recommendation from N. Miller. Six members voted for its approval 3. <u>Policy # 803: Satisfactory Academic Progress</u> - Sent to Board members on 10/31/22. Incorporated the recommendation from N. Miller. Six members voted for its approval. 4. <u>Policy # 500: Provost Selection</u> - Sent to Board members on 10/31/22. Incorporated the recommendation from N. Miller. Six members voted for its approval. 5. 2023 Meeting Schedule - 2023 schedule distributed to the members and approved. 6. BOT Surveys – H. Honda distributed hard copies to the members who have not completed the surveys online. | <ol style="list-style-type: none"> 1. Finalize and post 2. Finalize and post 3. Finalize and post 4. Finalize and post 5. Information 6. Information | <ol style="list-style-type: none"> 1.H. Honda 2. H. Honda 3. H. Honda 4. H. Honda 5. None 6. None |
| OFF AGENDA ITEMS | <p>T. Trongone requested the Board to approve the fee increase of late registration from \$ 25.00 to \$ 50.00 to encourage student to register on time. Change will be effective Spring 2023 semester. She emphasized that the goal is not to be punitive but as a deterrent for late registration. The Board approved the fee increase.</p> <p>T. Trongone reported that graduation is scheduled for December 15, 2022 at 1300. Detailed information will be sent out to the members.</p> | | |
| ADJOURNMENT | 0942 | | |
| NEXT MEETING | February 9, 2023 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)

7/5/22