

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

February 8, 2024

In Person/ Microsoft Teams Meeting

TOPIC	DISCUSSION/CONCLUSIONS/RECOMMENDATIONS	ACTIONS	FOLLOW-UP
<p>PRESENT:</p> <p>Vivian Branchick, RN Nancy Blake, RN Charles Flores</p> <p>EXCUSED/ ABSENT:</p> <p>Ahrum Hong, SN Tonia Jones, RN Ernest Moreno</p>	<p>Rosa Maria Hernandez Nancy Miller, RN Jorge Orozco</p>	<p>ADMIN STAFF: Irene dela Torre, RN Mildred Gonzales, RN Herminia Honda, RN Trina Trongone, RN</p>	<p>PUBLIC:</p>
CALL TO ORDER & INTRODUCTIONS	R. Hernandez called the meeting to order at 0805.	Information	None
APPROVAL OF MINUTES	Minutes of August 10, 2023, reviewed and approved. Five members voted for approval.	Post on website	H. Honda
MINUTES FOLLOW-UP	<ul style="list-style-type: none"> ➤ Minutes of November 9, 2023 - posted on the internet ➤ Policy # 830: Grievance Policy and Policy # 201: Academic Honesty and Professional Conduct = Recommendations by BOT accepted by Faculty Org and approved at Governance on 1/25/24. 	Information	None
ANNOUNCEMENTS	Thank you, Dr. Flores for being the commencement speaker for the December graduation and Mr. Orozco for the welcome speech.	Information	None
PUBLIC COMMENT	None	Information	None
OLD BUSINESS			
ACCREDI-TATION	<ol style="list-style-type: none"> 1. <u>ACCJC Report</u> – H. Honda reported on the following: Working on 2025 ISER Committee membership. Committee will start working on the assigned standards for the report. Report will be due on August 1, 2025, and focus site visit Spring 2026. 2. <u>ACEN Report</u> – M. Gonzales reported on the following: Information on CONAH's accreditation is posted on the ACEN website. 3. <u>BRN Report</u> – M. Gonzales reported on the following: Final letter of BRN Continuing Education Approval visit in March 2023 was received last December 2023. The next BRN continuing approval is due in 2028. 4. <u>Program Review</u> H. Honda reported that she will be sending out the 2023-2024 Provost Annual Evaluation via Class Climate online survey. 	<ol style="list-style-type: none"> 1. Information 2. Information 3. Information 4. Information 	<ol style="list-style-type: none"> 1. None 2. None 3. None 4. None

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	<p>5. <u>Technology/College Information Systems</u> – H. Honda reported on the following: All Semester 1 students are utilizing the financial aid portal to access information on their financial aid status. CONAH is collaborating with DHS IT in moving the servers through the Cloud. J. Orozco stated that the move is not only affecting DHS but LA County in general. N. Blake stated that the Cloud storage is safe and currently there are HR databases that are already stored in the Cloud.</p> <p>V. Kieng, College IT personnel has been updating information on the website for currency and accuracy.</p>	5. Information	5. None
<p>DIVISIONAL REPORTS</p>	<p>1. School of Nursing (SON) – M. Gonzales reported on the SON 2022-2023 annual report: <u>Evaluation of the previous annual goals</u></p> <ul style="list-style-type: none"> ➤ All courses are above threshold. Faculty continue to assist students with study guides & participative teaching methodologies. ➤ The school incorporated diversity, equity, and inclusion concepts into case studies and classroom discussions. ➤ The faculty utilized enhanced teaching strategies such as using flipped classroom to increase active participation during class. ➤ The Lippincott NCLEX PassPoint has been utilized to prepare students for the NCLEX Next Generation (NGN) test item format. Faculty were able to access webinars pertaining to NCLEX NGN. ➤ The SON obtained its initial accreditation with ACEN and the BRN continuous program approval. <p><u>Attrition Rate</u></p> <ul style="list-style-type: none"> ➤ Attrition for the AY is at 9%. ➤ The top reason for attrition is academic. ➤ There were nine program attrition during the AY and one student resigned due to career change. ➤ Faculty continue to emphasize basic nursing concepts to students and their clinical application. ➤ At risk students are identified and provided early intervention and referred to skills lab and tutoring. ➤ Intervention includes teaching strategies that enhance clinical judgement, clinical remediation, student success and workshops. In addition, they are provided resources such as food banks information, mental health hotline, etc. <p><u>Tutoring and Mentoring</u></p> <ul style="list-style-type: none"> ➤ Eighty seven percent of those that received tutoring passed the courses. ➤ Students have provided positive comments on course surveys on availability of tutoring and mentoring. <p><u>Advisement and Counseling</u></p> <ul style="list-style-type: none"> ➤ M. Caballero retired in September and CONAH will be hiring for the advisor and counselor position. ➤ There is an increase in mental health issues with students; mostly manifested as anxiety in the clinical area when providing patient care. The students are identified and referred by faculty or they also self-refer. ➤ Students have provided positive comments on course surveys on availability of counseling. <p><u>Evaluation of Student Learning Outcomes (SLOs)</u></p> <ul style="list-style-type: none"> ➤ The Clinical Performance Evaluation tool is a direct tool used in the clinical area to evaluate SLOs. The Program 	1. Information	1. None

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	<p>Evaluation Survey and Employee Survey are indirect tools being utilized.</p> <ul style="list-style-type: none"> ➤ All graduating students have attained the learning outcomes at the end of the program. ➤ The Class of 2022-II and Class of 2023-I rated the evaluation of meeting the program objectives as 4.82 and 4.5, well above the 3.5 threshold. ➤ Positive comments on the written evaluation consistently indicates that students are very satisfied with the “hands-on” clinical experiences. ➤ Findings of the survey are discussed during the annual Summer Program Review Workshop. <p><u>Goals for AY 2023-2024</u></p> <ol style="list-style-type: none"> 1. Maintain all course survey ratings above the 3.5 threshold for action. 2. Continue to provide opportunities for students to participate in classroom discussions on Anti-racism, Diversity, Inclusion, and Equity. 3. Incorporate clinical judgment competency questions in simulations, case studies, and written competencies. 4. Continue to analyze data on NCLEX <i>PassPoint</i> and implement action plans to meet the End of Program Student Learning Outcomes (EPSLOs). 5. Support the CONAH's strategic plan for transitioning to the ADN-BSN Collaborative program. <p>2. NCLEX Pass Rate = The table below shows the NCLEX pass rate data for classes of 2022-II and 2023-I.</p> <table border="1" data-bbox="344 846 1404 1435"> <thead> <tr> <th data-bbox="344 846 947 889">NCLEX-RN</th> <th data-bbox="947 846 1159 889">Class 2022-II</th> <th data-bbox="1159 846 1404 889">Class 2023-I</th> </tr> </thead> <tbody> <tr> <td data-bbox="344 889 947 1052">Expected level of Achievement (ELA): 85% of CONAH graduate first-time test takers will pass the NCLEX during the academic year.</td> <td data-bbox="947 889 1159 1052">ELA met</td> <td data-bbox="1159 889 1404 1052">ELA met</td> </tr> <tr> <td data-bbox="344 1052 947 1096">Graduates (#)</td> <td data-bbox="947 1052 1159 1096">29</td> <td data-bbox="1159 1052 1404 1096">44</td> </tr> <tr> <td data-bbox="344 1096 947 1140">Attempted (#)</td> <td data-bbox="947 1096 1159 1140">29</td> <td data-bbox="1159 1096 1404 1140">44</td> </tr> <tr> <td data-bbox="344 1140 947 1183">1st Time Pass (#)</td> <td data-bbox="947 1140 1159 1183">27</td> <td data-bbox="1159 1140 1404 1183">42</td> </tr> <tr> <td data-bbox="344 1183 947 1227">1st Time Pass (%)</td> <td data-bbox="947 1183 1159 1227">93%</td> <td data-bbox="1159 1183 1404 1227">95%</td> </tr> <tr> <td data-bbox="344 1227 947 1271">1st Time Fail (#)</td> <td data-bbox="947 1227 1159 1271">2</td> <td data-bbox="1159 1227 1404 1271">2</td> </tr> <tr> <td data-bbox="344 1271 947 1315">Repeat Attempts Pass (#)</td> <td data-bbox="947 1271 1159 1315">2</td> <td data-bbox="1159 1271 1404 1315">2</td> </tr> <tr> <td data-bbox="344 1315 947 1359">Repeat Attempts Pass (%)</td> <td data-bbox="947 1315 1159 1359">100%</td> <td data-bbox="1159 1315 1404 1359">100%</td> </tr> <tr> <td data-bbox="344 1359 947 1403"># Repeat Fail</td> <td data-bbox="947 1359 1159 1403">0</td> <td data-bbox="1159 1359 1404 1403">0</td> </tr> <tr> <td data-bbox="344 1403 947 1435"># Not Attempted</td> <td data-bbox="947 1403 1159 1435">0</td> <td data-bbox="1159 1403 1404 1435">0</td> </tr> </tbody> </table>	NCLEX-RN	Class 2022-II	Class 2023-I	Expected level of Achievement (ELA): 85% of CONAH graduate first-time test takers will pass the NCLEX during the academic year.	ELA met	ELA met	Graduates (#)	29	44	Attempted (#)	29	44	1st Time Pass (#)	27	42	1st Time Pass (%)	93%	95%	1st Time Fail (#)	2	2	Repeat Attempts Pass (#)	2	2	Repeat Attempts Pass (%)	100%	100%	# Repeat Fail	0	0	# Not Attempted	0	0		
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	<ul style="list-style-type: none"> ➤ NCLEX-RN Pass Rates: CONAH, CA State, and National CONAH continues to be above the State and National level pass rates. <p>3. DHS Hiring Rate and Overall Job Placement</p> <ul style="list-style-type: none"> ➤ Comparative 5-year report from 2017-II to 2022—I and from 2018-II to 2023-I shows a hiring rate of 58% and 59% respectively. ➤ Most graduates were hired at LA General Medical Center followed by Harbor-UCLA and Olive- View Medical Center and consistent with clinical placement. ➤ J. Orozco commented that actual numbers instead of averages should be reported to evaluate whether all strategies utilized to expedite the hiring process are effective. H. Honda reported that after the creation of the RN item for CONAH graduates in Spring 2022, the hiring rate at that time was over 70%. ➤ Efforts are continuing to assist CONAH graduates with expediting the hiring process within the DHS hospitals and clinics. 		
ADMINISTRATIVE REPORT	<p>V. Branchick reported on the following:</p> <ul style="list-style-type: none"> ➤ The College building has storm damages that has been reported to the facility management. ➤ There is increase cases of students having mental breakdown and anxiety during lectures and clinical experience. The school is utilizing different strategies such as referring students to resources, (H3, EAP, DMH hotline access, etc.) and providing early intervention. ➤ V. Branchick would like to collaborate with a social work department of local Colleges such USC or CSULA to provide counseling and resources to students. ➤ Still waiting for the approval of the Budget Idea Request for the ADN-BRN project from the leadership team. <p>Much discussion ensued:</p> <ul style="list-style-type: none"> ➤ J. Orozco reported that LA General Medical Center also suffered from the recent storm, e.g., operating room leaks, and old GH flooding. Facilities has been working hard in resolving the issues. He also mentioned the need for the Old GH 600 employees to be relocated as the development of the retail/ housing development will be starting soon. CONAH has been identified as a possible relocation place. The following has also been identified as possible relocation places; Forever 21 Bldg. on Mission, Central Juvenile Hall, the development on Main St and the old pickle factory in Marengo. In addition, offices will be needed for the newly hired LA General physicians. There is also a plan for old Outpatient department to be rebuilt in Parking Lot 5. ➤ N. Blake reported that Nurses Satisfaction survey has closed. There will be a “Boot Camp for Nurses”, which will cover poster presentation, publication, and other aspects of nursing research. She also reported that she will share with CONAH any information about DEI and possibly having a speaker. ➤ C. Flores stated that he will reach out to CSULA social work department regarding a possible collaboration with CONAH regarding assisting students with mental issues. <p>I. Dela Torre reported on Allied Health update:</p> <ul style="list-style-type: none"> ➤ LA General had a one day hiring fair for the Nursing Attendant (NA) Training Program attended by 22 students. The fair included interview, fingerprinting, and other pre-employment activities. Eighteen of the attendees are still working for LA General. The process expedited the hiring process for the NA’s. ➤ A new faculty was hired on 2/1/24, and it took only three weeks to complete the process. ➤ The Nursing Assistant Training Program (NATP) will again start in March and there are about 30 applicants. 	Information	None

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	<ul style="list-style-type: none"> ➤ The Central Service Technician (CST) program will be starting soon. Currently, there are about 40 applicants, and some are LA General employees. Planning to start with 8-10 students as a pilot program. ➤ Coordinated the tour of 45 Bravo students at LA General and the discussion of the CST program. ➤ Continue to provide continuing nursing education to registered nurses and NA's. 		
NEW BUSINESS			
	None		
OFF AGENDA ITEMS	None		
ADJOURNMENT	0925		
NEXT MEETING	May 9, 2024 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)

2/7/24