

TOPIC	DISCUSSION/CONCLUSIONS/RECOMMENDATIONS	ACTIONS	FOLLOW-UP																																																
DIVISIONAL REPORTS	<p>1. Financial Aid (FA) – T. Trongone reported on the FA 2022-2023 annual report: <u>Evaluation of 2022-2023 Goals</u></p> <ul style="list-style-type: none"> ➤ Training for the FA and billing portals on CAMS is in progress and a pilot group was created in spring 2023. ➤ Electronic records of all student FA disbursements were streamlined for efficiency. ➤ A master financial aid spreadsheet was created to collect data for all required annual reporting and other requirements from regulatory agencies. <p><u>Evaluation of Student Learning Outcomes</u></p> <ul style="list-style-type: none"> ➤ The most recent Cohort Default Rate for 2020 is 0% as there is a student loan payment pause until June 30, 2023. ➤ Students positively provided positive comments on the FA office. ➤ There were no student withdrawals in 2022-2023 due to financial hardship. ➤ At least 84% of students signed the Tuition Agreement Contract (TAC). Students pay \$700 per semester with \$1,700 as deferred payment. ➤ The office informally tracked the hiring of graduates. CONAH is working with DHS recruiters to assist graduates in getting hired within DHS. LA General has started hiring fairs. <table border="1" data-bbox="470 870 1272 1469" style="margin: 20px auto;"> <thead> <tr> <th colspan="4" style="background-color: #ADD8E6;">CASH MANAGEMENT TOTALS: 2022-2023 Academic Award Year</th> </tr> <tr> <th style="background-color: #ADD8E6;">TYPE OF AID</th> <th style="background-color: #ADD8E6;"># AWARDED</th> <th style="background-color: #ADD8E6;">AMOUNT AWARDED</th> <th style="background-color: #ADD8E6;">COMMENTS</th> </tr> </thead> <tbody> <tr> <td>PELL GRANT</td> <td>88</td> <td>\$281,922.00</td> <td></td> </tr> <tr> <td>FSEOG</td> <td>88</td> <td>\$10,336.00</td> <td></td> </tr> <tr> <td>CAL GRANTS</td> <td>18</td> <td>\$9,577.00</td> <td>STIPENDS & BOOKS & SUPPLIES</td> </tr> <tr> <td>SUB LOANS</td> <td>62</td> <td>\$227,692.00</td> <td></td> </tr> <tr> <td>UNSUB LOANS</td> <td>41</td> <td>\$206,167.00</td> <td></td> </tr> <tr> <td>PLUS, LOANS</td> <td>0</td> <td>\$0.0</td> <td></td> </tr> <tr> <td>ALT. LOANS</td> <td>8</td> <td>\$77,189.00</td> <td></td> </tr> <tr> <td>BW SCHOLARSHIP</td> <td>10</td> <td>\$3,725.00</td> <td></td> </tr> <tr> <td>NIENSTEDT SCHOLARSH</td> <td>6</td> <td>\$2,100.00</td> <td></td> </tr> <tr> <td>MW RICHARDS</td> <td>19</td> <td>\$10,000.00</td> <td></td> </tr> </tbody> </table>	CASH MANAGEMENT TOTALS: 2022-2023 Academic Award Year				TYPE OF AID	# AWARDED	AMOUNT AWARDED	COMMENTS	PELL GRANT	88	\$281,922.00		FSEOG	88	\$10,336.00		CAL GRANTS	18	\$9,577.00	STIPENDS & BOOKS & SUPPLIES	SUB LOANS	62	\$227,692.00		UNSUB LOANS	41	\$206,167.00		PLUS, LOANS	0	\$0.0		ALT. LOANS	8	\$77,189.00		BW SCHOLARSHIP	10	\$3,725.00		NIENSTEDT SCHOLARSH	6	\$2,100.00		MW RICHARDS	19	\$10,000.00		1. Information	1. None
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	HORATIO ALGER	2	\$2,500.00		2. Information	2. None																																	
BOOK SCHOLARSHIP	14	\$2,100.00																																					
HIGHLAND PK EBELL	0	\$0.00																																					
TUITION PAYMENTS	261	\$402,354.00	CAL GRANTS INCLUDED																																				
HEALTH PROFESSIO	0	\$0.00																																					
GRAND TOTAL		\$1,158,453.00																																					
<ul style="list-style-type: none"> ➤ Additional Funding received from the Higher Education Emergency Relief Fund due to the COVID-19 pandemic was awarded to 195 students in Spring 2023 for a total of \$78,454.00. This is the last disbursement of the relief fund. 	<p>2. Educational Resource Center (ERC) – R. Gabbedon reported on the ERC 2022-2023 annual report:</p> <ul style="list-style-type: none"> ➤ There is an increase in the electronic database maintenance cost compared to the last academic year. ➤ The increase in cost for 2022-2023 included the cost of the Pyxis machine with funding from the CARES grant. ➤ The laptop loan program has been utilized to support student learning. 	<u>Goals:</u>	<ul style="list-style-type: none"> ➤ Incorporate the use of the Pyxis machines for medication administration and storage. ➤ Incorporate the use of Avkin Wearable Simulators to enhance student learning outcomes. ➤ Explore the use of movable cameras during the simulation experience to enhance communication. ➤ Explore the conversion of the library to a Digital library. 	<u>ERC Usage Trends</u>	<ul style="list-style-type: none"> ➤ There is an increased in-person visit to the library and use of Skills Lab: 	<table border="1"> <thead> <tr> <th>ERC Usage Academic Year</th> <th>2021-2022</th> <th>2022-2023</th> </tr> </thead> <tbody> <tr> <td>CINAHL</td> <td>13353</td> <td>16349</td> </tr> <tr> <td>Nursing Reference</td> <td>4109</td> <td>645</td> </tr> <tr> <td>eBOOK Database</td> <td>13032</td> <td>8467</td> </tr> <tr> <td>Circulation</td> <td></td> <td></td> </tr> <tr> <td>Books</td> <td>214</td> <td>857</td> </tr> <tr> <td>Laptops</td> <td>N/A</td> <td>102</td> </tr> <tr> <td>Patrons</td> <td></td> <td></td> </tr> <tr> <td>Library</td> <td>2840</td> <td>2889</td> </tr> <tr> <td>Computer Labs</td> <td>1406</td> <td>1259</td> </tr> <tr> <td>Skills Lab</td> <td>1721</td> <td>1945</td> </tr> </tbody> </table>	ERC Usage Academic Year	2021-2022	2022-2023	CINAHL	13353	16349	Nursing Reference	4109	645	eBOOK Database	13032	8467	Circulation			Books	214	857	Laptops	N/A	102	Patrons			Library	2840	2889	Computer Labs	1406	1259	Skills Lab	1721	1945
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	<p><u>ERC Expenditure:</u></p> <ul style="list-style-type: none"> ➤ ERC was within the budget for the AY 2022-2023. Additional expenses were due to the cost of additional equipment obtained during the AY and utilizing the CARES funding: <table border="1" data-bbox="657 383 1436 740"> <thead> <tr> <th>ERC Expenditures</th> <th>2021-2022</th> <th>2022-2023</th> </tr> </thead> <tbody> <tr> <td>Books</td> <td>2,251.00</td> <td>4,619.00</td> </tr> <tr> <td>Electronic Database: EBSCO</td> <td>25,290.00</td> <td>28,595.00</td> </tr> <tr> <td>Cyber Tools</td> <td>4,260.00</td> <td>0.00</td> </tr> <tr> <td>Library World</td> <td>0.00</td> <td>495.00</td> </tr> <tr> <td>AV Equipment (Laptops)</td> <td>25,500.00</td> <td>1,305.00</td> </tr> <tr> <td>Skills/Simulation Equipment</td> <td>129,472.00</td> <td>184,543.00</td> </tr> <tr> <td>Maintenance Agreement</td> <td>12,764.00</td> <td>28,767.00</td> </tr> <tr> <td>Total Expenditure</td> <td>199,537.00</td> <td>248,324.00</td> </tr> </tbody> </table> <p>Discussion ensued:</p> <ul style="list-style-type: none"> ➤ R. Hernandez inquired about the laptop and whether this is an additional resource for the students. ➤ J. Orozco shared that LA General has closed their physical library, and the digital library has been working well. ➤ N. Blake reported that there have been no reported issues with the digital library and that staff have also used electronic databases such as Lippincott and Dynamic Health, to name a few. <p>3. Allied Health (AH) – I. dela Torre reported on the AH 2022-2023 annual report: <u>Intravenous Therapy and Blood Withdrawal Certification Course for LVNs</u></p> <ul style="list-style-type: none"> ➤ There were three participants for the July 2022-June 2023 class. ➤ Some classes were canceled due to low enrollment. ➤ Participants were from LA General Medical Center. ➤ Ratings ranged from 4.8 to 5.0/5.0 with positive written comments. <p><u>Nursing Attendant Enrichment Program</u></p> <ul style="list-style-type: none"> ➤ There were 280 participants from July 2022-June 2023 classes. ➤ There were 18 classes provided. ➤ Participants were from Correction Health Services, LA General Medical Center, Harbor UCLA Medical Center, and Rancho Los Amigos National Rehabilitation Center ➤ Ratings ranged from 4.0 to 5.0 /5.0 with positive written comments. <p><u>BRN Continuing Education Courses</u></p> <ul style="list-style-type: none"> ➤ Three were three classes offered from July 2022 to June 2032. ➤ There were 56 participants from the Nursing Education Department and CONAH. ➤ Rating ranged from 4.4 to 5.0 / 5.0 with positive comments. 	ERC Expenditures	2021-2022	2022-2023	Books	2,251.00	4,619.00	Electronic Database: EBSCO	25,290.00	28,595.00	Cyber Tools	4,260.00	0.00	Library World	0.00	495.00	AV Equipment (Laptops)	25,500.00	1,305.00	Skills/Simulation Equipment	129,472.00	184,543.00	Maintenance Agreement	12,764.00	28,767.00	Total Expenditure	199,537.00	248,324.00	<p>3. Information</p>	<p>3. None</p>
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	<ul style="list-style-type: none"> ➤ N. Blake asked for the Acute Stroke Class roster since it was open to non-CONAH staff. <p><u>Program Progress to Date</u></p> <ul style="list-style-type: none"> ➤ All nursing instructor positions, and ITC positions are filled. AH division is fully functioning. ➤ AH division is actively implementing continuing education training courses scheduled for the academic year 2023-2024 to support the educational needs of workforce members from various nursing and allied health disciplines from hospitals, ambulatory care networks, and correctional health. ➤ The Nurse Assistant Training Program (NATP) has been fully implemented offering three cohorts every year. To date, 35 students have completed the training and have successfully passed the CA State examination. Thirty-one have been hired and accepted positions in different nursing specialty areas of the LA General Medical Center. Nine students will be completing the training on 8/15/24 and will take the state examination in September. ➤ In February 2024, the first Central Service Technician Training (CST) program was offered. Five participants completed and have been hired at LA General Medical Center. <p>Much discussion ensued:</p> <ul style="list-style-type: none"> ➤ J. Orozco stated that the number of participants for the NATP should be increased, and he acknowledged the department for their work in training 35 students. ➤ V. Branchick reported that another skilled nursing facility will be needed as a clinical training site if the number of participants is increased. Each facility would only allow a limited number of students. In addition, it is quite difficult to find facilities for clinical placement, as the CA Department of Public Health would not allow placement in any facility with citations. ➤ N. Blake stated that the CST program is intense, but she is very happy with the positive outcome of the program. 		
<p>ADMINISTRATIVE REPORT</p>	<p>V. Branchick reported on the following:</p> <ul style="list-style-type: none"> ➤ The latest heat wave resulted in an unbearable temperature at the college. The facility personnel have been working with the college lately as the air conditioning for the admin building turned off. They have been patching the heat/cold issues for the past few years, and they are trying to find a permanent solution. ➤ The ACCJC 2024 standard has been rolled out; there is a change from 127 to 30 standards. ➤ The admin team, some faculty, and R. Hernandez attended the ACCJC conference in Garden Grove on May 9 and 10th. ➤ The Business Idea Request for the ADN-BSN project has been submitted and is waiting for its review. A budget for additional faculty has been submitted for the project. ➤ An MOU was signed between Dr. T. Barrera and the college for the newly created Joan F. Barrera Memorial Scholarship, which will provide scholarships for students to cover the cost of tuition and books. He has endowed monies to UCSB and UCLA and he will be a good addition to the Board. Currently brainstorming on different ways to get more resources such as donations, grants, etc. to support the students. ➤ There are grants available for the community colleges, but CONAH does not qualify since we don't belong to the community college districts. ➤ The collaboration with CSULA's BSN program is ending. 	<p>Information</p>	<p>None</p>

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	<p>Much discussion ensued:</p> <ul style="list-style-type: none"> ➤ N. Blake shared that there are federal grants available that are not part of the community college, and she will share the information with the Admin team. ➤ R. Hernandez shared that she was glad she was invited to the ACCJC conference. ➤ N. Blake also shared she works with Dr. Chin of CSULA's School of Nursing on public policy that affects nursing education. She will share any available resources that may apply to the college. 		
NEW BUSINESS			
	<ol style="list-style-type: none"> 1. <u>Policy # 800: Admissions</u> - Sent to Board members on 7/29/24, four members voted for its approval. 2. <u>Mission, Vision, and Values</u> – Sent to Board members on 7/29/24. Review and incorporate diversity, equity, and inclusion (DEI) in the Mission, Vision, and Values statements. N. Blake stated that the LA General Nursing Department revised its mission, vision, and philosophy incorporating DEI. She is happy to share the revised documents as a reference. 3. <u>Policy # 300: Grading</u> - Sent to Board members on 7/29/24. N. Miller provided recommendations on pages 2 and 5. Discussion ensued on the calculation of the Semester and Cumulative GPA. It was recommended to include a formula or example for clarity. Members voted for its approval. 4. <u>Policy #830: Grievance</u> - Sent to Board members on 7/29/24. Much discussion ensued on page 2 under the section: "Students shall continue to attend class while the grievance is being resolved unless deemed unsafe". The members found the statement under this section confusing and did not state what is its intended purpose. 	<ol style="list-style-type: none"> 1. Finalize and post 2. Send the nursing department revised Mission, Vision, and Values documents. 3. Include a formula or example for calculating Semester and Cumulative GPA. 4. Bring the policy back to Fac. Org 	<ol style="list-style-type: none"> 1. H. Honda 2. N. Blake 3. H. Honda 4. M. Gonzales
OFF AGENDA ITEMS	R. Hernandez requested for the November meeting to be moved to November 14, 2024.		
ADJOURNMENT	0941		
NEXT MEETING	November 14, 2024 College of Nursing & Allied Health Tower Hall Room 105	V. Branchick will forward the agenda and minutes to members before the meeting.	V. Branchick