

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

March 7, 2014

College of Nursing & Allied Health. Tower Hall, Room 105

TOPIC	DISCUSSION/CONCLUSIONS/RECOMMENDATIONS	ACTIONS	FOLLOW-UP
PRESENT:	Vivian Branchick, President Isabel Milan, Vice President Nancy Miller, Secretary	Minor Anderson Thomas Berne, MD Eve Cruz, RN Rosa Maria Hernandez	Tonia Jones, RN Margaret Lee Ernest Moreno
EXCUSED/ ABSENT:	Irene Recendez, RN		
CALL TO ORDER & INTRODUCTIONS	V. Branchick called the meeting to order:	Information	None
APPROVAL OF MINUTES	Minutes of November 22, 2013. 1. Approved with corrections.	Revise and post on website.	N. Miller
MINUTES FOLLOW-UP	<ol style="list-style-type: none"> 1. <u>Minutes of August 23, 2013</u> – Corrected and posted on website. 2. <u>2014 Board Meeting Schedule</u> – Approved schedule was forwarded to members on 11/22/13. 3. <u>College Mission, Vision, and Values</u> – Changes made. Approved document forwarded to members, faculty, and staff on 11/25/13, and posted on the Internet and intranet. 4. <u>The Board of Trustees' Membership Agreement and Code of Ethics</u> – Changes made. Approved form forwarded to members, faculty, and staff on 11/25/13, and posted on the Internet and intranet. 5. <u>Applicant Complaint</u> – Response drafted, approved by County Counsel, signed by V. Branchick, and mailed to applicant. Letter is included in meeting materials. 6. <u>Maud Robinson Trust Account</u> – D. DeHart provided background information on the situation and current status. She followed up County Counsel and reported that they are in the process of determining whether they can manage this or refer it to an estate attorney. She agreed with the Board's preference that the account be placed in an LA County account and tracked by Expenditure Management. This is the same manner as for the Berne-Wilshire account. D. DeHart confirmed that the money is no longer being diverted and the executor is willing to make restitution. 7. All other follow-up actions are included on the agenda for this meeting. 	<ol style="list-style-type: none"> 1. Information 2. Information 3. Information 4. Information 5. Approved 6. Information 7. Information 	<ol style="list-style-type: none"> 1. None 2. None 3. None 4. None 5. None 6. None 7. None
ANNOUNCEMENTS	<ol style="list-style-type: none"> 1. <u>M. Ibrahim's Resignation</u> – M. Ibrahim, Research Director, resigned from the College effective 1/2/14. Her letter of resignation is included in the meeting materials. H. Honda, Nursing Instructor, is the acting Research Director. V. Branchick is assisting the College to get the exam open as soon as possible. 2. <u>I. Recendez' Resignation</u> – I. Recendez tendered her resignation from the Board for family obligations effective immediately. She is the Community representative. 3. <u>N. Miller's Retirement</u> – N. Miller will retire as Provost effective 3/28/14. B. Collier, Dean School of Nursing (SON), will be acting Provost. V. Branchick is working with HR to initiate the selection and hiring process. V. Branchick asked the Board's approval to nominate and select N. Miller to replace I. Recendez as the Community representative. 4. <u>Graduate Letter</u> – From a graduate of the Class of 2013-1, commending the School of Nursing (SON) for preparing him for his entry level position and citing his supervisors' acknowledgement of his superior knowledge and skills in comparison to those of his fellow new hires. 	<ol style="list-style-type: none"> 1. Information 2. Information 3. Approved and accepted. Update Board membership information 4. Information 	<ol style="list-style-type: none"> 1. None 2. Members 3. N. Miller 4. None

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PUBLIC COMMENT	1. No public comment.	1. Information	1. None
OLD BUSINESS			
ACCREDITATION	<p>1. <u>Accreditation Follow Up Report</u> – The final draft narrative and addenda for the Follow Up status report on the three recommendations from the March 2013 Accreditation Visit was mailed to the Board members, faculty, and staff on 1/24/14. The Follow Up Report is due to the Accrediting Commission by March 15, 2014. The College Planning Committee approved the Report at the 2/13/14 meeting. The Board approved the Report via e-mail with minor changes. The Report was mailed to the Accrediting Commission this week. The Commission will review the Report at its June meeting and will issue the Action Letter by the end of July.</p> <p>2. <u>Board of Registered Nursing (BRN) Site Visit Follow Up</u> – B. Collier reported:</p> <p>a. <u>Attrition/Retention and Tutoring</u> – SON faculty continue to follow the Attrition/Retention and Tutoring Action Plans, with inconsistent student attendance of tutoring sessions. Faculty will evaluate progress at the June Program Review Workshop.</p> <p>b. <u>A.D.N. to BSN Collaborative Track</u> – Twenty Students submitted applications for the program and eight were qualified and will start classes in Summer 2014 if they maintain a GPA of 3.0 or higher.</p> <p>3. <u>Research/Program Review/Planning</u> – H. Honda reported:</p> <p>a. <u>Surveys in Progress</u></p> <p>1) 2011-I Graduate Survey – Response rate of 26% (12/26). Seven reminders sent, will send two more reminders and close the survey.</p> <p>2) Employer survey for 2011-I – 11 valid e-mail addresses obtained and surveys sent, response rate 72% (8/11). Will send one more reminder and close the survey.</p> <p>b. <u>Student Learning Outcomes</u> – Template forms for Education and Consulting Services (EDCOS) and SON were revised to improve clarity, approved by College Planning committee, and are being implemented for this semester.</p> <p>4. <u>Technology/College Information Systems</u></p> <p>a. <u>Student Information Data Base</u> – M. Caballero reported that the Office Manager and staff are in the process of entering data into CAMS. All current students have been entered.</p> <p>b. <u>Information Systems/Website</u> – H. Honda reported:</p> <p>1) Redesigned internet went live on 2/7/14. The College has a designated primary webmaster and two alternates who will be able to upload documents and make changes to the site content as needed.</p> <p>2) Intranet/Team Services – changes being made by H. Honda and V. Kieng, CIO per administrative team recommendations. Will review again prior to going live.</p>	<p>1. Information</p> <p>2. Report status at upcoming meetings</p> <p>3. Information</p> <p>4. Information</p>	<p>1. None</p> <p>2. B. Collier</p> <p>3. None</p> <p>4. None</p>
DIVISIONAL REPORTS	<p>1. <u>Allied Health</u> – Discussion ensued regarding the future of this division. Recommend needs assessment.</p> <p>2. <u>Financial Aid</u> – D. DeHart, Financial Aid Administrator, distributed and led review and discussion of the 2012-2013</p>	<p>1. Include report on May agenda</p> <p>2. Information</p>	<p>1. B. Collier</p> <p>2. None</p>

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	<p>Financial Aid Annual Program Evaluation Report. She provided an overview of the division and reviewed:</p> <ul style="list-style-type: none"> a Evaluation of Annual Goals – Reviewed <ul style="list-style-type: none"> 1) Board members support pursuing reclassification of Financial Aid Coordinator position 2) No students withdrew due do inability to pay tuition b Cohort Default Rate (CDR) – <ul style="list-style-type: none"> 1) Measure of the number of students defaulting on student loans out of a graduate cohort of students entering post-grace period repayment in a fiscal year 2) Accreditation financial management indicator of effectiveness of default prevention measures and financial literacy training <table border="1" data-bbox="375 521 1392 813"> <thead> <tr> <th></th> <th>2006</th> <th>2007</th> <th>2008</th> <th>2009</th> <th>2010</th> <th>2011</th> </tr> </thead> <tbody> <tr> <td>Cohort Default Rate (%)</td> <td>0</td> <td>0</td> <td>6.5</td> <td>1.3</td> <td>1.3</td> <td>2.7</td> </tr> <tr> <td>Students Defaulting (#)</td> <td>0</td> <td>0</td> <td>5</td> <td>1.0</td> <td>1</td> <td>2</td> </tr> <tr> <td>Students Entering Repayment (#)</td> <td>82</td> <td>64</td> <td>76</td> <td>74.</td> <td>74</td> <td>74</td> </tr> <tr> <td>Defaulted (\$)</td> <td>0</td> <td>0</td> <td>53,678</td> <td>9,218.</td> <td>6,190</td> <td>14,308</td> </tr> <tr> <td>In Repayment (\$)</td> <td></td> <td>175,083</td> <td>510,198</td> <td>755,676.</td> <td>801,971</td> <td>913,690</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td>2 year avg</td> <td>2 year avg</td> </tr> </tbody> </table> <p>Threshold for action: CDR ≥25% results in sanctions and may lead to provisional certification of the school when applying for recertification to participate in the Student Financial Aid Assistance Programs. In 2014, CDR will convert to an averaged 3 year rating.</p> <ul style="list-style-type: none"> 3) The Department of Education pursues all owed monies. <ul style="list-style-type: none"> c Tuition Agreement Contract (TAC) <ul style="list-style-type: none"> 1) Hiring of graduates at DHS facilities continues to be low due to decrease in hiring of RNs resulting from federal and state economic changes in reimbursement. <table border="1" data-bbox="375 1112 1392 1291"> <thead> <tr> <th colspan="4">GRADUATE EMPLOYMENT REPORT (INFORMAL)</th> </tr> <tr> <th>CLASS</th> <th>DHS HIRING</th> <th>GRADUATED (#)</th> <th>AVG TIME FROM GRAD TO HIRE</th> </tr> </thead> <tbody> <tr> <td>2012-II</td> <td>8 (LAC+USC: 1)</td> <td>45</td> <td>9-10 months</td> </tr> <tr> <td>2013-I</td> <td>No data</td> <td>50</td> <td>---</td> </tr> </tbody> </table> <ul style="list-style-type: none"> 2) Discussion regarding causes of default which include graduate delay in finding jobs. Graduates were not able to use their service payment option and therefore were required to begin payment of their deferred tuition to County. DHS is granting tuition waivers even if DHS hiring is delayed beyond contract specifications. 3) College continued to forward notification of available positions and possible hiring opportunities to graduates. 		2006	2007	2008	2009	2010	2011	Cohort Default Rate (%)	0	0	6.5	1.3	1.3	2.7	Students Defaulting (#)	0	0	5	1.0	1	2	Students Entering Repayment (#)	82	64	76	74.	74	74	Defaulted (\$)	0	0	53,678	9,218.	6,190	14,308	In Repayment (\$)		175,083	510,198	755,676.	801,971	913,690						2 year avg	2 year avg	GRADUATE EMPLOYMENT REPORT (INFORMAL)				CLASS	DHS HIRING	GRADUATED (#)	AVG TIME FROM GRAD TO HIRE	2012-II	8 (LAC+USC: 1)	45	9-10 months	2013-I	No data	50	---		
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	<p>4) Consider forwarding names of County graduates to Nursing Recruitment and Retention and to Nursing Service</p> <p>d Assessment of Student Learning Outcomes – Student responses /comments exceeded threshold for counseling and communication of the services. Findings indicate that 100% of students perceive that they were notified and informed about financial aid opportunities.</p> <p>e Program Performance</p> <p>1) Problems experienced/changes:</p> <p>(a) Revised Satisfactory Academic Progress Policy and moved data entry of general education credit completed prior to SON enrollment from correlating semester to end of semester one, to minimize impact on student’s pace of completion.</p> <p>(b) Only one Financial Aid Coordinator to handle all the roles and responsibilities for day-to-day operations. Set earlier document submission deadlines and created payment down times for end of year tuition to permit more time for aid processing</p> <p>2) Effectiveness of curriculum/services rendered – Overall Program Evaluation Survey findings show student satisfaction with Financial Aid. Classes of 2012-II and 2013-I ratings exceeded the 3.5 threshold at 4.7 and 4.6 respectively (Scale 1-5 with 5 highest). B. Baker, Financial Aid Coordinator, received numerous positive comments for her assistance.</p> <p>f Policies & Protocols – Formalized/revised and approved 5 Financial Aid policies</p> <p>g Program Accomplishments:</p> <p>1) Tuition Agreement Contract: 97% (249 of 256) of students utilized the TAC. 3% (7) did not apply for TAC. This is an average of 1.3 students in the last five graduating classes.</p> <table border="1" data-bbox="470 894 1199 1273"> <thead> <tr> <th colspan="3">Tuition Agreement Contract Participation</th> </tr> <tr> <th>CLASS</th> <th>YES (#)</th> <th>NO (#)</th> </tr> </thead> <tbody> <tr> <td>Class of 2012-2</td> <td>48</td> <td>2</td> </tr> <tr> <td>Class of 2013-1</td> <td>58</td> <td>1</td> </tr> <tr> <td>Class of 2013-2</td> <td>53</td> <td>2</td> </tr> <tr> <td>Class of 2014-1</td> <td>50</td> <td>0</td> </tr> <tr> <td>Class of 2014-2</td> <td>47</td> <td>2</td> </tr> <tr> <td></td> <td>249</td> <td>7</td> </tr> <tr> <td>Total Students</td> <td colspan="2">256</td> </tr> <tr> <td>With TAC (%)</td> <td colspan="2">97%</td> </tr> <tr> <td>Without TAC (%)</td> <td colspan="2">3%</td> </tr> </tbody> </table> <p>2) IRS Report Generation to Auditor Controller</p> <p>3) Maud Robinson Trust Transfer – Contacted the Foundation Account attorney and the Office of County Counsel to determine a direction for the transfer of the Maud Robinson Scholarship Trust account to the County as executor</p> <p>4) Cash Management Totals</p>	Tuition Agreement Contract Participation			CLASS	YES (#)	NO (#)	Class of 2012-2	48	2	Class of 2013-1	58	1	Class of 2013-2	53	2	Class of 2014-1	50	0	Class of 2014-2	47	2		249	7	Total Students	256		With TAC (%)	97%		Without TAC (%)	3%			
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<p>h Quality Improvement Plans, Goals, Contributions to the Strategic Plan</p> <p>3. Administrative and Student Services – M. Caballero, Dean Administrative and Student Services distributed and led review and discussion of the 2012-2013 Office of Educational Services Program Evaluation Report. She provided an overview of the division and reviewed:</p> <p>a Evaluation of Annual Goals – Reviewed goal status</p> <p>1) Test of Essential Academic Skills – Version V (TEAS V) correlation study issues reviewed. M. Caballero is working with ATI (vendor) to adhere to the original agreement</p> <p>2) Enrollment – Current status and methodologies described. Will increase waiting list even more to obtain</p>	CASH MANAGEMENT TOTALS: 2012-2013 Academic Award Year				3. Information	3. None
	TYPE OF AID	AWARDED (#)	AMOUNT AWARDED (\$)	COMMENTS		
	Pell Grant	97	252,064.00			
	FSEOG	66	10,006.00			
	Cal Grants	54	119,128.00	Includes \$97,790 in tuition payments		
	SDS	0	0.00			
	Sub Loans	111	347,094.00			
	Unsub Loans	93	413,180.00			
	Perkins Loans	9	18,000.00			
	Plus Loans	0	0.00			
	Alt. Loans	5	46,127.00			
	BW Scholarship	4	2,000.00			
	Nienstedt Scholarship	3	1,200.00			
	MW Richards Scholarship	11	10,000.00			
	MJ Robinson Scholarship	27	11,600.00			
	Book Scholarships	17	2,550.00			
	Tuition Payments		232,730.00			
	Health Profession Fdn	6	48,050.00			
	Burbank Health Care Fdn	1	2,000.00			
	Queens Care	0	0.00			
	GRAND TOTAL		1,515,729.00			
ISIR Received 2012-2013	1173					

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	<p>target enrollment goals</p> <p>b Divisional functions report:</p> <ol style="list-style-type: none"> 1) Recruitment activities – see next section: Recruitment Status 2) Student learning <p>c Student Learning Outcomes</p> <p>d Program Performance Evaluation</p> <p>1) Program Evaluation Survey findings for three classes graduating from 2010-I to 2013-I:</p> <table border="1" data-bbox="338 459 1472 748"> <thead> <tr> <th>Student Aware of:</th> <th>10-I</th> <th>10-II</th> <th>11-I</th> <th>11-II</th> <th>12-I</th> <th>12-II</th> <th>13-I</th> </tr> </thead> <tbody> <tr> <td>Course to be completed</td> <td>100%</td> <td>89%</td> <td>90%</td> <td>93%</td> <td>100%</td> <td>95%</td> <td>96%</td> </tr> <tr> <td>Available counseling</td> <td>70%</td> <td>64%</td> <td>75%</td> <td>67%</td> <td>79%</td> <td>72%</td> <td>77%</td> </tr> <tr> <td>Emergency services</td> <td>70%</td> <td>67%</td> <td>74%</td> <td>72%</td> <td>57%</td> <td>74%</td> <td>75%</td> </tr> <tr> <td>Health Services Directory</td> <td>74%</td> <td>53%</td> <td>56%</td> <td>61%</td> <td>48%</td> <td>77%</td> <td>70%</td> </tr> <tr> <td>Mental health referrals</td> <td>50%</td> <td>38%</td> <td>52%</td> <td>49%</td> <td>36%</td> <td>59%</td> <td>86%</td> </tr> <tr> <td>Requests were processed in 10 days</td> <td>90%</td> <td>93%</td> <td>95%</td> <td>93%</td> <td>96%</td> <td>98%</td> <td>98%</td> </tr> <tr> <td>Staff professional & helpful (rating good-outstanding)</td> <td>48%</td> <td>59%</td> <td>90%</td> <td>97%</td> <td>96%</td> <td>100%</td> <td>88%</td> </tr> </tbody> </table> <p>4. Program Status and Recommendations Is this part of Maria's report or a separate topic? If part of Maria's report then it probably should be outline #e.</p> <ol style="list-style-type: none"> a Applications – see next section: Recruitment Status b Transcript requests – fee increase is generating much more money, which is deposited in a LA County account earmarked for College use c EDCOS class rosters and certificates d Photocopying/Duplication <p>5. Quality Improvement Plans, Goals, Contributions to the Strategic Plan</p>	Student Aware of:	10-I	10-II	11-I	11-II	12-I	12-II	13-I	Course to be completed	100%	89%	90%	93%	100%	95%	96%	Available counseling	70%	64%	75%	67%	79%	72%	77%	Emergency services	70%	67%	74%	72%	57%	74%	75%	Health Services Directory	74%	53%	56%	61%	48%	77%	70%	Mental health referrals	50%	38%	52%	49%	36%	59%	86%	Requests were processed in 10 days	90%	93%	95%	93%	96%	98%	98%	Staff professional & helpful (rating good-outstanding)	48%	59%	90%	97%	96%	100%	88%		
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NCLEX-RN PASS RATE	Reported in May and November	Report again in November 2013.	B. Collier, H. Honda																																																																
RECRUITMENT STATUS	<p>1. <u>School of Nursing Spring 2014 Demographics</u> – M. Caballero reported</p> <ol style="list-style-type: none"> a Applicant Pool <ol style="list-style-type: none"> 1) Applications – 328 were received. Only applicants with complete files and who met realistic eligibility criteria were processed and invited to take the pre-entrance screening (TEAS-V) examination. 222 were processed. Files were reviewed for 150 qualified applicants who successfully completed all pre-entrance requirements. 2) Point System was implemented. Maximum possible points: 93-78 points was the initial cutoff score for LAC+USC Medical Center clinical groups, subsequent cutoff was 77 for LAC+USC and 73 for OVMC. b New Enrollment – Spring 2014 <ol style="list-style-type: none"> 1) Acceptance letters were initially sent to 74 eligible applicants for 50 slots. 41 students enrolled, 4 were deferred to Fall 2014. M. Caballero stated that she implemented and exhausted the waiting list and will increase the number on the waiting list for next semester. 	1. Information	1. M. Caballero																																																																

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	<p>(a) Capacity yield: 54% (41/74) (b) Enrollment yield: 82% (41/50). Target is 90%</p> <p>2) Age range: 20 to 57 years, average of 31 years. Total student body 20-57, average of 32 years.</p> <p>3) Highest education: (c) GED/HS: 22 24% (d) AA: 4 10% (e) BA/BS: 14 34% (f) MA: 1 2%</p> <p>4) Majority had GPA in 3 science courses: Anatomy, Physiology, and Microbiology of 3.2 or higher. Minimum admission requirement: 2.5</p> <p>c Summary Spring 2014 Demographic data:</p> <table border="1" data-bbox="338 581 1318 1032"> <thead> <tr> <th>Demographics</th> <th>SON Student Body (192)</th> <th>SON New Students (41)</th> <th>LA County Population</th> <th>State RN Programs</th> <th>National RN Programs</th> </tr> </thead> <tbody> <tr> <td>Female</td> <td>76%</td> <td>69%</td> <td>50%</td> <td>83%</td> <td>87%</td> </tr> <tr> <td>Male</td> <td>24%</td> <td>31%</td> <td>50%</td> <td>17%</td> <td>13%</td> </tr> <tr> <td colspan="6">Ethnicity</td> </tr> <tr> <td>Minorities</td> <td>77%</td> <td>72%</td> <td>72%</td> <td>54%</td> <td>18%</td> </tr> <tr> <td>Caucasian</td> <td>23%</td> <td>19%</td> <td>28%</td> <td></td> <td></td> </tr> <tr> <td>Black</td> <td>5%</td> <td>4%</td> <td>9%</td> <td></td> <td></td> </tr> <tr> <td>Hispanic</td> <td>38%</td> <td>27%</td> <td>48%</td> <td></td> <td></td> </tr> <tr> <td>Native American</td> <td>0.5%</td> <td>0%</td> <td><1%</td> <td></td> <td></td> </tr> <tr> <td>Asian</td> <td>19%</td> <td>22%</td> <td rowspan="2">14%</td> <td></td> <td></td> </tr> <tr> <td>Filipino</td> <td>11%</td> <td>22%</td> <td></td> <td></td> </tr> <tr> <td>Other/2 or more races</td> <td>0.5%</td> <td>0%</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>2. <u>DHS Hiring Process</u> – Reported in May and November.</p>	Demographics	SON Student Body (192)	SON New Students (41)	LA County Population	State RN Programs	National RN Programs	Female	76%	69%	50%	83%	87%	Male	24%	31%	50%	17%	13%	Ethnicity						Minorities	77%	72%	72%	54%	18%	Caucasian	23%	19%	28%			Black	5%	4%	9%			Hispanic	38%	27%	48%			Native American	0.5%	0%	<1%			Asian	19%	22%	14%			Filipino	11%	22%			Other/2 or more races	0.5%	0%				2. Report again in May 2014.	2. B. Collier
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Filipino	11%	22%																																																																								
Other/2 or more races	0.5%	0%																																																																								
NEW BUSINESS																																																																										
POLICY #100: POLICY DEVELOPMENT, REVIEW, AND APPROVAL	College Administrative and Planning Committees reviewed Policy #100 as a component of evaluating the College governance and decision-making processes for the accreditation Follow-Up Report. The recommended revisions were forwarded to members for review and approval vote via e-mail on 12/13/13. The majority of members responded and unanimously approved the policy. The recommended revisions were incorporated into the final policy, which was included in the Follow-Up Report addenda.	Information.	None																																																																							
BOARD of TRUSTEES' BYLAWS	The Board Bylaws were also reviewed and revised by the Administrative and Planning Committees as part of drafting the Follow-Up Report response to Recommendation I related to describing the governance and decision-making processes. The proposed minor revisions were forwarded to members 1/23/14 and were approved as written. The approved Bylaws were included in the Follow-Up Report addenda.	Information.	N. Miller																																																																							

TOPIC	DISCUSSION/CONCLUSIONS/RECOMMENDATIONS	ACTIONS	FOLLOW-UP
STRATEGIC PLAN 2013 EVALUATION	<p>The draft 2013 Evaluation of the 2010-2015 College Strategic Plan was e-mailed to the Board on 2/19/14 for review with discussion and approval vote at today's meeting. The College Administrative and Planning Committees reviewed and approved the evaluation with changes, which were incorporated.</p> <p>Members discussed and recommended:</p> <ol style="list-style-type: none"> 1. Include College Information Officer in reclassification package with Support Service staff 2. Submit printer upgrade/replacement specifics to J. Love, DHS with copy to M. Lee 3. Reactivation of I.E.3: Nursing Career Awareness project 4. Allied Health director present status to date at next meeting 	<p>Approved with changes.</p> <ol style="list-style-type: none"> 1. Revise, forward to members, faculty, and staff, and post on the Internet and intranet. 2. Follow up on recommendations 1 & 2 3. Work with R.M. Hernandez on #3 4. Include on agenda 	<ol style="list-style-type: none"> 1. N. Miller 2. B. Collier 3. M. Caballero 4. B. Collier
OFF AGENDA ITEMS	<ol style="list-style-type: none"> 1. Orchid – M. Lee announced that the Orchid project is reposting the Assistant Nursing Director, Administration and two Senior Nursing Instructor positions for nursing informatics for the electronic health record 	<ol style="list-style-type: none"> 1. Information 	<ol style="list-style-type: none"> 1. None
NEXT MEETING	<p>May 23, 2014 8:00 to 10:00 a.m. College of Nursing & Allied Health Tower Hall Room 105</p>	<p>Forward agenda and minutes to members prior to meeting.</p>	<p>B. Collier</p>

Approved by: (Signature on file)
Vivian Branchick

Prepared by: (Signature on file)
Nancy Miller