

**The University of Louisiana at Lafayette
ICMSN Dean’s Administrative Council Meeting
3/23/2016**

Meeting Minutes

Time: 130-4PM
Location: UL Lafayette
Present: All members
Absent/Excused: none
Presiding: Dr. Gail Poirrier

Item of Business	Discussion	Action
I. Evaluation Workshop 4/7/2016	-Dr. Hurst gave an overview of agenda and plans for the upcoming workshop	-No action needed
II- Accreditation Issues	<u>Certificate Programs on Louisiana Board of Regents Website</u> <ul style="list-style-type: none"> • Dr. Carruth communicated with the BOR as incorrect information was posted on the website related to the accreditation of the certificate programs. 	-Dr. Poirrier will send an email to UL Lafayette academic affairs.
III- Statewide Budgetary Concerns (impact on enrollment)	<u>Program Fees</u> <ul style="list-style-type: none"> • Dr. Westbrook commented on program fees at Nicholls and indicated the need for us to demonstrate that nursing is a cost program to run. Highlighting this fact would make the addition of program fees more amenable to the legislature. • Dr. Carruth indicated the need for money related to NP faculty. • Discussion regarding the topic of program fees ensued and members agreed that additional program fees are needed. • Discussion of course fees at each institution, including fees for distance learning. • Discussion of budgetary related to summer course offerings. <u>Preceptors</u> <ul style="list-style-type: none"> • Discussion of the impact on the availability of preceptors due to an increasing numbers of out of state school being approved to offer clinicals in the state. • Discussion of Business Associate Agreements as it relates to preceptor contracts was raised by Dr. Oberleitner, as this has been an issue at UL. Dr. Westbrook indicated that Nicolls signs these contracts. • Dr. Carruth commented on the varying length of times it takes to get contracts signed. 	-No action at this time

<p>IV .Committee Functions</p>	<ul style="list-style-type: none"> • Discussion of how often committees are required to meet. • Discussion of the potential of the presenting of a report from the Coordinating Committee to the DAC at the mid and end of each semester. <p><u>Communication Committee</u></p> <ul style="list-style-type: none"> • Notation that a statement on page 9 of the student handbook has been changed due a change in the composition of CINC. • Suggested to remove all the clinical health requirements from the handbook as these vary according to school, and replace with a statement that indicates students should check with home institution for specifics. 	<p>-Bylaws to be examined related to numbers of meetings. -Report will be given at next meeting.</p> <p>-Agreed to delete the detailed health requirements in the syllabus and replace with a new statement.</p>
<p>V- Summer/Fall Course Offerings</p>	<ul style="list-style-type: none"> • Discussion of courses that will be offered in summer 2016. • Additional discussion on the need by each institution to examine what will be offered for Summer 2017 and this will be dependent on budgetary considerations. 	<p>-Summer 2017 course offerings to be discussed at the Fall 2016 meeting.</p>
<p>VI.Concentration Offerings</p>	<p><u>Nursing Education</u></p> <ul style="list-style-type: none"> • Overview of current enrollment: Nicholls (7), UL (3), Southeastern (4), MSU (4) • Discussion regarding the need for the education of APRNs as nurse educators. • Discussion of the enrollment of ICMSN faculty in our own programs. It was stated “this is not a written rule.” Discussion ensued. <p><u>Nurse Executive</u></p> <ul style="list-style-type: none"> • Program currently on hold and current students being followed to completion <p><u>PMHNP</u></p> <ul style="list-style-type: none"> • Dr. Dilks reported that numbers continue to increase at McNeese: 23 MSN PMHNP, 16 Post masters certificate enrolled for fall 2016. Numbers able to be accepted are contingent upon faculty resources 	<p>-No action needed</p> <p>-Will continue to teach courses until all students currently in the concentration are graduated. -No action needed</p>
<p>VII. Other</p>	<p><u>Job descriptions of ICMSN FNP Director and PMHNP Director and Position Rotation</u></p> <ul style="list-style-type: none"> • Positions continue to be held by Dr. Agosta (FNP) and Dr. Dilks (PMHNP) • Discussion of job descriptions. 	<p>-Job descriptions to be reviewed.</p>
<p>IX- Adjournment</p>	<p>The meeting adjourned at 340PM</p>	

Respectfully submitted,