

**Intercollegiate Consortium for a Master's of Science in Nursing
Southeastern Louisiana University, McNeese State University, University of Louisiana Lafayette
COMMITTEE MEETING MINUTES**

Committee: ICMSN Evaluation Committee

Date and Time of Meeting: March 19, 2012 10:00AM Skype

MEMBERS PRESENT: SLU: Dr. Lorinda Sealey; Dr. Donna Hathorn
ULL: Dr. Donna Gauthier; Dr. Lisa Broussard
MSU: Dr. Valarie Waldmeier, Chair; Dr. Ann Warner

AGENDA ITEMS	ACTION/DISCUSSION	PLAN
I. Call to Order	The meeting convened, initiated by Dr. Waldmeier via Skype @ 10:00AM.	The agenda was agreed upon.
II. Minute approval	Dr. Waldmeier volunteered to record meeting minutes. Minutes from previous meeting were deferred	
III. Introduction of members	Members introduced themselves to the group	
IV. Old Business A. Course Summaries	<p>Dr. Waldmeier reported that there were 19 Course Summaries submitted from Fall 2011. Only 7 of them were complete.</p> <p>Dr. Sealey and Dr. Gauthier reported that many faculty members had questions about the instructions for the tool and there was a lot of confusion about the summary.</p> <p>Discussion ensued about how to make the summary instructions more clear and how to administer the tool to make it less cumbersome.</p>	<ol style="list-style-type: none"> 1. The Summary form will be revised by Dr. Waldmeier by 3-19 and distributed to the committee members for comment by 3-23 so that it may be presented to the Curriculum Committee on 3-26. 2. Course Summaries will be done on all courses for the academic year (Fall-Spring). 3. One Summary will be done per course and include all sections of the

AGENDA ITEMS	ACTION/DISCUSSION	PLAN
		<p>course across the ICMSN.</p> <ol style="list-style-type: none"> 4. Faculty will be given the opportunity to meet and discuss the Course Summaries at the spring GFO meeting. 5. Completed Summaries will be compiled by the Program Coordinators and reviewed by the Curriculum and Evaluation Committees each fall. 6. A report of the Course Summaries will be presented to the GFO each fall to include actions for program improvement.
<p>V. New Business A. Program Outcomes</p>	<p>Dr. Gauthier and Dr. Waldmeier reported that the 2011 Essentials of Master's Education in Nursing had been implemented in developing the new family nurse practitioner and family psychiatric/mental health nurse practitioner concentrations and were being implemented in the revisions to the Nurse Educator concentration. This necessitates a revision to the ICMSN Student Outcomes and Related Competencies as well as methods to evaluate them.</p> <p>Dr. Waldmeier presented the revised ICMSN Student Outcomes and Related Competencies to the Committee members. The Outcomes are based on the Essentials of Master's Education in Nursing, (2011).</p>	<p>The Committee approved the revised ICMSN Student Outcomes and Related Competencies. They will be presented to the next Dean's Advisory on March 28. Any revisions will be made and then</p>

AGENDA ITEMS	ACTION/DISCUSSION	PLAN
		be presented to the GFO on May 2.
<p>B. Evaluation Plan for Outcomes</p>	<p>The need for revision of the evaluation plan for the newly approved Student Outcomes and Related Competencies was discussed by the group.</p> <p>The need for revising the Graduate Exit Survey, the Alumni Survey and the Employee Survey was also discussed as well as the Focus Group questions.</p>	<p>The evaluation plan for student outcomes will be revised to include data from the signature assignments in the courses and other assignments as appropriate. The Program Coordinators will review the courses and indicate the assignments. Course Summaries will also be used for the evaluation of student outcomes. Satisfaction Surveys as well as graduation rates, certification pass rates and employment will continue to be used for student outcome evaluation data. Individual course evaluations will also continue to be trended to identify potential for program improvement.</p> <p>The Graduate Exit, Alumni, and Employee Surveys will be revised by the Committee to reflect the new student outcomes by fall 2012 as this is the first class that will graduate using the new Essentials of Master's Education in Nursing (2011).</p> <p>The Focus Group questions will be revised and ready for spring 2013. (Focus Groups are held in spring semesters).</p>

AGENDA ITEMS	ACTION/DISCUSSION	PLAN
VI. Adjournment	With no further business, the meeting adjourned at 11:30AM	

Respectfully Submitted by: Dr. Valarie Waldmeier, Recorder