

Nursing Department Community Advisory Board Meeting Minutes

Date: Thursday, March 20, 2025 at 1600-1712

Location: DON 207

1.1 WELCOME AND INTRODUCTIONS

In Attendance: Debera Charlton (VA), Katie Manion (Shodair), Shelly Maag (L&C Public Health), Shandyce Day (PureView), Brook Feist (St. Peter's), Debra Rapaport (HC), Courtney Radke (HC), Laura Senn (HC), Jamie Garcia (HC), Dana Palen (HC), Ann Willcockson (HC), Katelynn Eberhardt (HC), Nathan Munn (HC), Maycee Plummer (HC Nursing student), Brooke Daughtry (HC Nursing student). Recorder: Natasha Dalton

Nursing Mission Statement: *To provide exceptional nursing education using innovative academic, simulated, and clinical experiences that prepare our graduates as safe, competent, direct-care nurses poised to meet the diverse healthcare needs of our community.*

1.1.1 Review of Minutes

- Minutes of Oct. 24, 2024 were distributed and reviewed. Attendees asked to notify director of any needed changes or corrections.

1.1.2 Update on Cohorts - enrollment, recruitment, promotional events

- Applications and Application process- ACEN Standard 3.2a
 - Numbers of applicants - Dec 2024 for spring 2025, 11 applicants with 8 qualified and 8 students accepted. Significantly fewer applicants, there were a couple that didn't qualify, had low points or didn't receive a qualifying Teas test score.
 - Current first semester RN cohort has 8 students
 - LPN Program
 - Last year we didn't have any HC LPNs. Our Bitterroot satellite program had six.
 - This semester HC has seven accepted LPNs and four in Bitterroot.
 - There are no changes to the RN or LPN application. The applications will be reviewed at the Academic Standards meeting next week.
- Recruitment
 - There has been a significant increase in student interest in the program.
 - The May application period is expected to see a higher number of applicants.
- LPN>RN continuation

- A transition program for LPNs to RN was initially planned, but it is currently on hold due to the lack of LPNs in the program.
- The focus for now will be on recruiting LPN students.
- LPNs interested in joining the RN program can apply directly to the RN program and will be given credit for prior learning. However, they will be required to retake pharmacology.
- Promotions
 - Several activities are being organized to engage high school students interested in healthcare careers. Next Monday, there will be a HOSA event, expecting 20-25 high school students to attend.
 - The Career Fair is scheduled for April 1, 2025, from 11:30 AM to 1:30 PM.
 - Ongoing efforts to host events to bring more high school students to campus, highlighting the nursing program's availability and affordability.

1.1.3 NCLEX Pass Rates ACEN Standard 5.3

RN Pass Rates for Jan 1, 2025, thru March 20, 2025 (December 2024 Graduates)

- All 10 RN graduates passed first attempt -- 100% overall pass rate for first attempt.
 - Five of the six PN graduates have taken and passed their NCLEX...one has not attempted yet (100%).

	NCLEX-PN	NCLEX-RN
Helena College	100%	100%
Montana	86.96%	92.98%
National	86.28%	88.38%

1.1.4 Program /Curriculum/Faculty and Staff Update

- ACEN Accreditation Site Visit March 19-21, 2024.
 - ACEN Board of Directors met 9/2024 and granted **Continuing Accreditation for 2024-2032**.
 - There were four areas identified for improvement. The nursing department was able to meet and submit some changes, so the final report identified only two areas that needed improvement.
- Report of End of Program Outcomes
 - **Program Completion** (ACEN standard 5.2f)
 - RN completion rate for AY 2023-2024 remains constant at 94% (thru spring 2024)
 - RN completion rate for Fall 2024 10/13 completed on time (77%): Spring 2025 16/18 89% on time completion (16/18 completing 100% on time and 2/18 completing 150%)
 - **Job Placement** rates (ACEN standard 5.4)
 - Ninety-seven (97%) RN graduates are employed in nursing 6-months following graduation.
 - **Two Additional BON Outcomes** relate to student satisfaction with their education and employer satisfaction with new graduates hired as employees.
 - EP Student Satisfactory Surveys Fall 2024 -4 responses of 10 students

- Snapshot of data most students felt “very well” prepared in the areas addressed in the survey.
 - From past advisory board, employers voice satisfaction with HC RN graduates hired.
- Curriculum
 - Ongoing process to review curriculum
 - Nursing is going to use the end of program student surveys to identify areas students feel less prepared and target those areas in our curriculum.
- Mentoring- Laura Senn
 - Held Orientation day for all of our cohorts, in the fall and had great feedback. Incoming students feel more comfortable after attending orientation, it allows them to connect with peers and learn about the program. Students appreciate the opportunity to interact with others who are currently going through the program.
 - Courtney has been organizing a mentorship hour on Tuesday afternoons with the senior students. Senior students are making themselves available to assist with tutoring and counseling. The mentorship hour allows incoming and current students to meet together and receive support for whatever they need.
- Faculty and Staff updates
 - Full time positions –no vacancies!
 - Retirement and new director. Deb announced her retirement in June 2025. Search currently underway for new director.
- Equipment
 - Perkins Grant VR Headsets/Simulation-purchased in January and being used. Laura and Courtney did a demonstration.
 - Five new beds purchased with partial funding program fee and primary funding from College Academic Equipment fee.
 - Five new over bed tables purchased this month.
 - Working on equipment replacement schedule.
 - Perkins Fund request (AY 25-26) for an automated medication dispenser (similar to OmniCell but designed for nursing schools).

1.2 COMMUNITY PARTNERSHIP UPDATES:

Shandyce Day with PureView: Difficulty in identifying students' knowledge gaps due to limited interaction time. Suggestion to create a skill list outlining the students' capabilities. Fear of making mistakes is a common issue among students. Launching a chronic care management program.

Debera Charlton with the VA: No complaints or concerns. Courtney addresses any issues promptly.

Katie Manion with Shodair: No complaints or concerns. Enjoy having HC students. Having a clinical instructor helps bridge the gap and keep the students engaged and volunteering.

Brook Feist with St. Peter's: No complaints or concerns. If any issues arise the instructors are very responsive. The nursing leadership team said the internship interviews went very well, with significant improvement.

Nathan Munn, HC Instructor: The students in psychology and public health courses are engaged and productive. Nathan mentioned the Public Mental Health Club, which combines public health and mental health activities. The club

participates in events like the American Foundation for Suicide Prevention's Out of Darkness Walk. Nathan offered to connect with public health nursing students via email for more information.

QUESTIONS FOR OUR ADVISORY BOARD MEMBERS

- In the area of **Student Performance**
 - Have you identified any gaps in the knowledge or training of our graduates? If so, can you please expand on the identified gaps?
 - What do our recent graduates seem to struggle with most?
- In the area of **Student Preparation**
 - Are you anticipating any new services requiring different skill sets? Are any changes needed in our curriculum to address this? If so, please share suggestions.
 - Please rate your satisfaction with our graduates, specifically their ability to meet your workforce needs on a scale of 1-5 (1 *barely meets workforce expectations* and 5 *meets workforce expectations*).
- Considering **Upcoming Needs**
 - What is your anticipated workforce needs in 1 year, 3 years, 5 years?
 - How can we better partner/collaborate with you?
- Other?
 - Are there other people or employers you would recommend for this advisory board?
 - If you think of someone, email Deb Rapaport.
 - Are you interested (or know someone) in teaching or supervising training skills in our program?
 - Guest lecture, come help with a simulation (act as patient), participate in a panel for seniors, mentor a nursing student, etc.

1.3 OTHER TOPICS

- Update on Articulation agreements with Grand Canyon University (GCU) and MSU Billings (MSUB)
 - GCU
 - Partnership started Feb 2022
 - Total of 22 RN students have enrolled in GCU concurrent pathways
 - Two have graduated with BSN and 3 set to graduate in May 2025
 - 8 are currently enrolled in the bridge
 - MSUB
 - Articulation since 2020
 - Between 2020 and 2024 fifteen (15) HC students have graduated from the BSN program
 - Five graduates anticipated in 2025
 - Handout provided
- Future Dates
 - Career Fair April 1, 2025 1130-1330.
 - Pinning Ceremony May 2, 2025, at ST Paul's Methodist Church, 2:00-3:00 with reception to follow on campus.
 - Fall semester starts August 25, 2025.