

CCPS STEERING COMMITTEE MEETING

September 20, 2017

Present: Patricia Lindsey, Stephanie Chaney, Stephanie Robinson, Amie Douglass, Kyle Wolfson, Kejal Shelat, Belen Kersten, Kathie Allred, Sabrina Nii, Alma Molina, Kitty Cazares, Gloria Yang, Amanda Musto, Marixssa Martinez, Chun Hee McMahon, Gwen Ross, Kathy De Fede, Kimi Kato-Gee, Sharon Andrews-Boock, Pilar De La Cruz-Reyes

TOPIC	DISCUSSION	OUTCOME
Welcome/Introductions	Meeting called to order at 1335 by Pilar	Self -introductions made
Recognition of National University		National University thanked for providing the meeting place and refreshments.
Review of minutes	Last meeting's minutes were not available	Minutes will be reviewed at the next meeting.
MOU	Memorandum of Understanding is up for renewal this year by all the partner hospitals and nursing programs. Discussion as to whether the MOU could be signed for a minimum of a 5 year time frame versus a two year period,	Hospital Council to mail it out electronically. Shauna will ask the CEOs about extending the term of the MOU to a 5 year time frame when she meets with the hospital CEOs.
Budget	The 2017-2018 budget was submitted to the committee for approval. A motion for approval was made by Stephanie and seconded by P.T.	Budget approved by committee members
CCPS annual survey	We need to revise the annual survey to make sure that we are getting the information we receive in order to be sure we are serving the members. A request was made to have volunteers who would	Stephanie Robinson, PT Lindsey, Gwen Ross, Belen Kersten, and Alma Molina volunteered to work on the survey. The latest survey will be sent out to these volunteers and they will be asked to provide their comments and proposed changes.

	be willing to work on the revision of the survey.	
Presentation Discussions	<p>The presentations on the computerized clinical placement system presented by both CastleBranch and San Diego Nursing Education Consortium were discussed. The on-line voting did not show a clear favorite. The pros and cons of each were shared by the committee members. A move to either one would involve changing the entire system (CCPS as well as background checks). Because there was not a clear choice in the on-line voting, a silent poll was retaken at the meeting. The choices were as follows:</p> <ol style="list-style-type: none"> 1. Change to CastleBranch 2. Change to San Diego Nursing Education Consortium 3. Stay the same 	<p>The outcome of the voting was that the committee members decided to stay the same.;that is use the San Diego Nursing Education Consortium placement system and the CastleBranch Background check system. This seems to be working out well for the committee members. Members are willing to look at a change in the future if it becomes necessary.</p> <p>Pilar will let both Eric Rinsky of CastleBranch and Ann Burgess know of the committee's decision.</p>
San Joaquin Valley Rehab Hospital	San Joaquin Valley Rehab hospital has not been taking students for clinicals. Pilar spoke with Bobbi Mueller, DON who stated they want to take students in the future but have not received approval from their corporate office.	San Joaquin Rehab will remain part of the CCPS consortium and hope to be able to accept students in the future.
Charges for individual student	A request has been made by a school to bring just one student for a clinical experience at a consortium hospital and asked for a special rate for the one student. This was discussed by the	The consortium has established a rate for 0-50 students and that rate should be used even if it is only for one student.

	committee and an agreement was reached.	
Faculty/Student Orientation handbook/Operating Manual	These are now reviewed every two years instead of yearly.	These items are scheduled to be reviewed in fall of 2018.
Data from CastleBranch	<p>There was discussion on how we can get additional data from our current background system. Would it be possible to have a system that checks the student orientation quiz, grades it and then gives the “green light” for each student to reduce the amount of work for the nursing faculty? Also committee members would like to know what percent of the students are passing the quiz.</p> <p>Also there was some discussion about the process used to load all of the student’s info. Can this be done by CastleBranch versus the school.</p>	Pilar will check with Eric Rinsky on these issues.
Calendar and Facility updates	A new calendar is needed. Also, facilities need to remember to update their information for the website on their respective facility.	Sharon will send out the calendar for next year and also add it to the CCPS website. Facilities asked to update their website info.
Pilar’s new contact info	Since Pilar will be retiring from Fresno State at the end of this year, she shared her home email with the committee members.	Pilar’s home email is ralip151@hughes.net . Cell phone number is (559) 260-4892
Adjournment	Being no further business, the meeting was adjourned at 1425.	Next meeting scheduled to be held on March 21, 2018.