2-24-2005

2005 February Academic Report

Judy Zimmerman
Goodwin College, jzimmerman@goodwin.edu

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Academic Activities  
February 24, 2005  

Nursing Program  
Lois Daniels - Department Chair  

Number of Students  
- Nursing: 167  
- New Admissions (2/05): 48  
- Health Care Support: 495  
  TOTAL: 710

Number of Faculty  
Full-time  
- Lois Daniels (Administration)  
- Jan Costello  
- Nancy Peer  
- Wendy Zamora  
- Need 2 (so each of the 5 courses has a full-time Coordinator)

Half-time  
- Barbara Morey  
- Korrine Roth

Adjunct (Clinical) (15)  
- Need (5/05): 12 additional

Preparation for NCLEX-RN® Examination (September 2005)  
- An introductory session was presented by Dr. Linda Barile on 2/11/05 on test-taking skills.  
- A 5-day (8 hours/day) session is planned for late August or early September 2005.

Graduation - a pinning ceremony is being planned  
- Anticipated graduation numbers:  
  August 2005: 42  
  December 2005: 29
An event to introduce students to possible hiring agencies is planned for early May during National Nurses’ Week where the first Goodwin Nursing Scholarship will also be awarded.

Accreditation

- A site visit team from the National League for Nursing will visit Goodwin’s nursing program November 1-3, 2005. Faculty are working on the self-study that must be submitted six weeks prior to the visit and have engaged a consultant, Dr. Susan Abbe. Dr. Abbe has directed the National League for Nursing Accreditation Commission in the past.

Medical Assisting Department
Danielle Wilken – Department Chair

Department Summary for August 2004
Accomplishments
- Hepatitis B vaccination session held on August 18th.
- Ten pre-nursing and Medical Assisting students were certified for Professional Rescuer Level CPR.
- First Medical Assisting Focus Group held.
- Obtained approval to allow MA students to sit for the Registered Phlebotomist Exam through the American Medical Technologist (AMT).

Medical Club
**** Please note: Medical Club is composed of Medical Assisting, Medical Office, Medical Billing and Coding, and Pre-Nursing students. Danielle Wilken serves as the faculty advisor for this club.
- Meetings held on August 5, 12 and 19.
- Elections held for September-January semester.

Department Summary for September 2004
Accomplishments
- Hepatitis B vaccination session held on September 15th.
- 14 Medical Assisting students certified in First Aid on September 10th.
- ABHES to visit on September 30th. Accreditation visit went well. Commended for Medical Club
- Academic Advising.

Medical Club
- Meetings to be held on September 9, 16 and 23, and 30.
• Hosting Blood Drive on September 23. Students exceeded Red Cross’ expectations for recruitment and turn out.

Department Summary for October 2004
Accomplishments
• Hepatitis B vaccination session held on October 20th.
• First CPR Review Class held October 22nd.
• Successful completion of NEASC visit October 17-20.
• Goodwin hosted the CMA exam for the first time. Goodwin College is now the official testing site for the exam for the Hartford area.
• Annual Report submitted to ABHES.

Medical Club
• Meetings to be held on October 7th, 14th, and 21st.
• Red Cross managers came to discuss the difficulties regarding the last blood drive.
• Bake sale held on October 14th.
• Food drive started on October 14th.

Department Summary for November 2004
Accomplishments
• Hepatitis B vaccination session held on November 17th.
• CPR Class held November 7th and 11th and First Aid was held on November 19th.
• Orientation held on November 1st and 2nd.
• Annual report submitted to AAMA for both the certificate and associate program.

Medical Club
• Meetings to be held on November 4th, 11th and 18th.
• Food drive continued.
• Clothing drive began for HIV orphans in Jamaica.

Department Summary for December 2004
Accomplishments
• Last Hepatitis B vaccination session held on December 15th.
• CPR Class held December 11th.

Medical Club
• Meetings to be held on December 2nd, 9th and 16th.
• Food drive continued.
• Clothing drive began for HIV orphans in Jamaica.
• Collected a van-full of toys for Children’s Medical Center.

Department Summary for January 2005
Accomplishments
• Orientation held January 10 - 11.
• New registration system carried out on January 31 – February 1. Able to identify students with problems early.
• CMA exam held at Goodwin College on January 28. Seventeen students sat for the exam here, 9 were Goodwin students

Medical Club
• Meetings to be held on January 12th and 19th.
• Food drive continued.
• Clothing drive continued for HIV orphans in Jamaica.

Department Summary for February 2005
Accomplishments
• Rosemary Johnson awarded the Reeves Silver Award by the Connecticut Chapter of the Health Care Financial Management Association.
• XXX of students signed up for the June CMA exam.
• Five students were certified in CPR for the first time and four were recertified.

Medical Club
• Meetings to be held on February 2nd, 9th, 16th and 23rd.
• Food drive continued.
• Clothing drive continued for HIV orphans in Jamaica.
• Will be sponsoring Daffodil Days to benefit the American Cancer Society.
• Currently rewriting mission statement.
• Still awaiting bulletin board to highlight activities.
• Planning “Lunch with the Professionals” – a series of actual RNs, MAs, Coders, etc to talk to students about their experiences. Part of recruitment drive.

General Education Department
Department Chair - Gerry Simpson

Summer
• Organized Gen. Ed. department’s role for participation in Goodwin’s new process for student orientations.
  o Scheduled and directed workshops so that every member of the department participated; students experienced formal introduction to the many Gen. Ed. disciplines and met many of the twenty + faculty members in the department.
  o This same process was used in the November and January orientations and will be continued in all subsequent orientations for new students.

November
• Conducted a focus group on the Gen. Ed. Department.
  o Four students participated and generated a report. This report and all other documents mentioned are available for examination.
Ongoing

- Since the start of the January 2005 semester, have worked with and assisted five new adjunct staff members.
- Have participated in the preparation of a grant request: Acquisition of HP technology in the classroom to be utilized in our Introduction to Psychology course.
  - Mike Amico is the instructor involved
  - Through this grant, Goodwin College will redesign PSY 112 - Introduction to Psychology to be taught in a classroom that has a permanent technology station that will facilitate state of the art presentation of lectures and permit student interaction with electronic resources
  - The project’s goals are three-fold
    - To increase the students’ use of technology as a tool to aid in their pursuit of academic excellence
    - To increase students’ overall knowledge and academic achievement in PSY 112
    - To broaden students’ views of the world’s career and academic environments and allow them to work towards self-actualization as they see themselves in their expanded worldview
- Meetings were held the 2nd and 3rd weeks of Feb in English and math respectively with full-time faculty and adjuncts to address
  - Program review in all courses in these disciplines
  - Examination of the function and adequacy of the ACUPLACER used to determine students’ placement in the developmental as well as the 101 English classes and the developmental as well as the Algebra I and Algebra II math classes.
  - Suggested solutions included consideration of EXIT EXAMS in several levels of math and English. Several instructors volunteered to prepare preliminary drafts of such instruments.

Science Department

Lawrence Roberge - Department Chair

- Debra Rajaniemi (Biology and Anatomy & Physiology) hired as full-time
  - Three full-time faculty in addition to the Department Chair
- Two new adjunct Faculty hired
  - Dr. Holme Peters (Anatomy & Physiology) and Mr. Salvatore Secondo (Biology)
- Lawrence Roberge was nominated to WHO’s WHO in American Teachers in 2004
- Professor Roberge will be delivering a talk February 25 at St. John’s University Law School Symposium entitled: Cloning: Scientific, Technical and Ethical Considerations
  - The Symposium is entitled: Engineering Eden: Investigating the Legal and Ethical Dilemmas of Modern Biotechnology
Professor Roberge was nominated by Goodwin College for the Award for Innovative Excellence in Teaching, Learning, & Technology
  o International award sponsored by the Center for the Advancement of Teaching and Learning (Jacksonville, FL)
  o Presented at the Sixteenth International Conference on College Teaching and Learning on March 31, 2005
  o Professor Roberge will present a paper on the instructional aspects of using Microsoft Producer in classroom and distance education learning

**English As A Second Language**

*Susannah Landis - Department Chair*

- Susannah Landis is working with administration to develop a Bridge Program for ESL students who complete level 4 and need more English in order to continue in the college
- On February 24, a Graduation Party was be held for the level 4 students
- During the past year, field trips included:
  o Two trips to Ocean Beach, vocabulary building at Big Y Supermarket, a picnic in Elizabeth Park, visits to the West Hartford Public Library and Post Office, window shopping in West Hartford Center followed by a visit to the ice cream parlor, and trips to the hardware store on Burnside Avenue
- In November, ESL students participated in the International Food Fest on campus
- Joy Butler talked to the ESL classes about the floods in Guyana and the fundraiser to help the victims
  o Diana Guiterez (Level 3) bought the winning raffle ticket
- Guy LaBella talked to Level 4 students about career and education options at Goodwin
  o Two students have made appointments to take the Accuplacer Placement Test
  o Several students are considering attending Goodwin
- Two evening instructors, Ellen Evans and Anna Fichman have applied for further education
  o Anna was accepted into a program at UMASS Amherst but is waiting to hear about a doctoral program at B.U.
- Planning an ESL international lunch for the spring

**Academics**

- Monthly Assessment Forums are being held to provide Faculty with training and professional development in program review and assessment
- Setting up a Spotlight on Faculty corner in The Learning Center
  o Showcase our Faculty’s publications, presentations, thesis papers, etc.
- Use as a teaching tool to help inexperienced Faculty begin this process
- Trying a new wait list procedure for science courses
- FERPA Workshop attended by Academics, Accounting, and Financial Aid
  - February 15, 2005
- Completed a proposed FERPA Policy
- Beginning in May
  - Full-time Faculty will be invited to sign a letter of agreement that may be renewed yearly
  - Adjunct Faculty will sign a letter of agreement each semester
  - Faculty teaching load will be changed to 12-18 credits/semester
    - Faculty will be available for teaching, office hours, academic advising, committee work, scholarly pursuits, professional development, etc. for 40 hours per week
  - Full-time Faculty will receive $1,000 in matching funds for formal advanced education
  - $1,000 per full-time Faculty member will be allotted to each department to be used at the discretion of the Department Chair for scholarly activity and professional development for their department
- The registration process for Non-HCS returning students has changed
  - All students are registered for classes in the student lounge by the Academic Office Advisors and the Department Chairs instead of the Faculty Advisors
  - Revisions to schedules are made with these advisors only
  - An Exit Verification Interview is conducted by the Faculty Academic Advisors to verify that all coursework, an application for graduation, and a graduation survey have been completed
- New procedure for notifying Academics about transfers into Nursing
  - Nursing Department Chair notifies Assistant Dean/Registrar of newly accepted Nursing students one month prior to the start of their first nursing class
- Externship procedure updated
  - Students who do not start externship within the first two weeks of the semester are withdrawn and will have to register again the next semester
  - Students not completing their hours by the end of the semester may request an “incomplete”
    - If all requirements are not completed by the end of the two weeks, the student is withdrawn and the grade of “F” is placed on the transcript
  - The Externship Coordinator will monitor externship attendance by using Diamond D code attendance sheets
- 360 Youth is a promotional company located in New Jersey that sends our students supplies each semester
  - They send free items for our students
    - Our only obligation is to fill out a distribution confirmation form after items have been distributed
Students have received

- For Men
  - Shaving cream, shaving gel, & body spray,
- For Women
  - Dove body wash & feminine hygiene products

The Learning Center
Joy Butler - Director

- 82 requests for service since mid-October
- Approximately 28 weekly requests
- Students receive tutoring in
  - Chemistry, Biology, Anatomy & Physiology, Medical Terminology, Medical Coding, Computer Literacy, & English
- Second training program for peer tutors was held in January 2005 to increase the number and availability of Peer Tutors
- Total of 8 active Peer Tutors
  - Peer Tutors are preparing papers to respond to a “Call for Proposals” to present at the 11th Annual Tutor Forum of the New England Peer Tutor Association on April 16
    - The theme of the Forum is “Peer Factor: Partners for Academic Success”
  - Peer Tutors will present their papers at the monthly Assessment Forums

Multicultural Association

- An International Day was held in December
  - Students and Faculty prepared Ethnic food to be sampled by all
  - Tony Harrington and Touch, a local musical group, preformed in the student lounge
    - Payment for their services was toys for a local elementary school
- The Student Association worked in collaboration with the Medical Club to sponsor a Valentine’s Day fund raising event on 2/14/05
  - $190 was raised for the Guyana Flood Relief
    - Guyana is home to 15 students and at least one Faculty/Staff
    - The money will be given to the Red Cross to be used for the Relief Efforts
- Multicultural Student Association meets every two weeks