

AGENDA/MEETING MINUTES

Health Sciences Cluster

October 27, 2009

1:30 – 2:30p

ETA Rm. #159

Item 1: **Review of cluster courses** - new course outlines, database at <http://www.pbcc.edu/x1764.xml>. Please check the information that was submitted from your cluster.

Discussion: Nancy Zinser encouraged everyone to review website. Will find aspects related to assessments.

Data/source: (where appropriate) Information all on PBCC website.

Action: None at this time.

Item 2: **Humanities in Nursing**

Discussion: Kellie Bassell addressed the cluster. Changes in Humanities requirement for nursing.

Data source: Kellie Bassell, RN Program Director

Action: None at this time. K. Bassell to review these minutes prior to forwarding to Nancy

Item 3: **Announcements**

Discussion: HPs to replace Dell computers. Switch over to happen over Christmas break. Reminder, what is stored on your hard drive will be in shared college files. Files you may want to back up prior to switch over.

Data Source: Nancy Zinser and staff comments:

Action: None at this time, see below:

- Computer support for new Window 7 (new operating system) re: IT
- Request laptop or desktop – those teaching distance learning suggests laptop.
- Locking and security especially with laptops and office doors. Lock in desks.

- Distance Learning: All syllabi for Spring 2010 by November 1st, 2009. Talking about the first few pages - the template – schedule, textbooks etc. attached to our webpage.
- November 1st: everything has to be certified for Spring 2010: Call Sid at IT (Pick a representative from your group in each program) and call for assistance.
- Keys: ETA now being re-keyed over Winter Break. Nancy Zinser will be calling certain folks about returning keys (adjuncts included).

More Special Announcements:

- Blanket statement forthcoming from Administration - Nancy Zinser to be posted on each programs website especially for new student admissions going forward. Re: the new 15 year FDLE for all programs to use to address this new statute and results for effected students. Reminder: Effective July 1st, 2009 new Medicare Freud Law.
- This coming Monday Evening in Pruitt Plaza – Health Information Technology program
- NSA Convention: Valerie reported on nursing students' attendance.
- Karen Horowitz: LPN Refresher beginning next semester – let her know if anyone interested.
- Catalogue descriptions etc. were to be in to Nancy / Administration by last Friday, get those in of not done already.

Adjourned: October 27th, 2009 @ 2:30pm

Residing: Nancy Zinser

Recorder: Paula Glass

Attending:

June Fisher,
Doreen Singer,
Nancy Weissman,
Carmen Panai,
Stephanie Harwood,
Debra Friary
Louise Miguel,
Lynda Robbins,
Sheryl Giese,

Julia Stiff,
Peggy Holmes-DeGraw,
Shernett DeMarco,
Raywattie Sooklall,
Barbara Kalfin,
Ann Sipes,
Rose A Roche,
Adina DiFrederico-Amicao Yates,
Buddy Herrington,
Mary Biderman,
Cory Gaylord,
Louise Aurelien,
Debbie Copeland,
Nancy Peifer Neil,
Kellie Bassell,
Barbara Kovac,
Brigetta Fielder
Jo Lana Cote
Karen Horowitz
Rebecca Pleasant,
Valerie Bickings,
Barbara Pryzby,
DJ Marshall,
Janet Maple,
Nancy Zinser,
Paula Glass,
Lydia Duffy,
Kerry Flynn,
Colleen Bradshaw,
Marilee McGaughey,
Cindy Goegelman,
Leslie Kent,
Vicki Shaver,
Mike Latimer,