

MINUTES
EDUCATIONAL STRATEGIES WORK GROUP
JUNE 14, 2006

Madison Area Technical College – Truax Campus
10am-2pm

Present: Sue Dean-Baar, Associate Dean for Academic Affairs, UW-Milwaukee; Mary Zwygart-Stauffacher, Associate Dean UW- Eau Claire; Nadine Nehls, Associate Dean for Academic Programs, UW-Madison; Roxana Huebscher, Graduate Program Director and Jaya Jambunathan, Research Director, UW-Oshkosh; Nancy Vrabac, Associate Dean for Nursing, Milwaukee Area Technical College; Marilyn Rinehart, Associate Dean – HH&PS, Madison Area Technical College; Ellen Kirking, Health Education Program Coordinator, Chippewa Valley Technical College; Judeen Schulte, Nursing Education Consultant; Jo Ann Appleyard, *SWIFT* Project Director; Jess Roberts, *SWIFT* Project Assistant

Absent: Sharon Frazier, Nursing Program Director, North Central Technical College

- I) Call to order/Approval of minutes from February 13, 2006.
 - A) Meeting called to order at 10:15 am.
 - B) The minutes from the last meeting were reviewed with no suggestions for changes.

- II) Update on *SWIFT* Nurse Educator implementation.
 - A) Report from Employer Strategies Work Group: First meeting April 17, 2006.
 - 1) Copies of the Executive Summary of the minutes from the meeting were handed out to everyone.
 - 2) Attendees at this meeting were those from the larger systems: Covenant, Aurora, Meriter, Aspirus. Others not able to attend include those from St. Mary's Madison and All Saints
 - (1) We also have commitment from a nursing home (Oakridge Nursing Center) to support one person
 - (2) In addition, Nurse Inc., a nursing staffing agency in Milwaukee.
 - (3) University Hospitals in Madison and other large systems around Milwaukee (Froedtert, Childrens) are now being asked to be *SWIFT* supporters.
 - (4) One of the issues the employers have is that there is not a shortage right now, so people are not seeing the need, so we will need to work harder to recruit employers to the *SWIFT* program.
 - 3) Discussion about how the candidates selection process.
 - (1) Employers will publicize *SWIFT* to their employees
 - (a) There will be an initial set of broad selection criteria by employers.
 - (2) They will then send those candidates to the applicable UW program to determine whether or not those candidates are eligible for admission to the masters program (or BSN program, if they have no nursing degree).

- (3) Once the eligibility for the educational program is established, the employers will apply specific criteria to determine which candidates they will support. This will happen when there are more qualified candidates than there are openings for SWIFT-supported employees.
 - (4) The Employer Strategies Work Group will be meeting again on July 24, 2006.
 - (5) A formal letter agreement designed by UW-System has recently been sent to the employers, and there will be some negotiation regarding the level of tuition support and other elements in the agreements before they are signed by both parties.
 - (a) As these are signed, schools will get copies of the agreements so that they are aware of which employers in their area are SWIFT participants.
 - (6) Discussion regarding NP vs. CNS program.
 - (a) If the candidates and their employers choose the NP program, the students will have to take additional education courses, which adds to the cost of support. Therefore, the employers will have to make that decision of whether to push for NP or CNS.
 - 4) Currently there is a significant question regarding the candidate selection process. Do we admit or deny admission to the candidates and then tell the employers, or do we say that the candidate is likely (or not likely) to be admitted?
 - (a) Employers may prefer the candidates be actually admitted to the program because if they award a SWIFT support package and then the candidate is not actually accepted into the program, there will be significant disappointment and disruption of the selection process.
 - (b) The nursing programs prefer they simply indicate eligibility for admission because if they admit a candidate who does not then receive a SWIFT support package, the candidate may not choose to enroll, and there may be a problem filling that opening in the class.
 - (c) This can be resolved, probably on an individual basis with the nursing programs and employers. Some employers will have very specific candidates in mind for the SWIFT program, and they will not need to have an additional process of eliminating candidates after the eligibility for admission is determined.
 - 5) Employer criteria to select candidates may include:
 - (a) Full-time vs. part-time.
 - (b) How long employed with that employer.
 - (c) Area of nursing specialization.
 - 6) This will not change the nursing program criteria for admissions. However, it will change our pool of full-time students, since SWIFT candidates will be encouraged to go to school full-time. Also, we will not be giving SWIFT candidates preference for admission.
 - 7) SWIFT candidate support will differ from other tuition reimbursement at each employer because SWIFT students will get paid time off to do course work.
 - 8) Most employers are going to be requiring a three-year commitment for continued service from these employees after graduation.
- B) This group then discussed how the post-graduate teaching will happen. How will the employee be paid – by the employer, or by an outside agency?

- (1) Candidates may prefer to have the salary from one employer in order to continue full-time benefits.
 - (2) The employment arrangements will depend on what kind of faculty funds and nurse educator positions are available when the candidates complete their programs, as well as the preferences of the employers and candidates themselves.
- C) HPEC update
- 1) Program for APNs. This will be done all online, except for the clinical component. The certificate requires 5 courses (15 credits).
 - 2) We have 19 people in the program, so we are still looking for one person.
 - 3) We have been trying to recruit to people across the state.
 - 4) This group will be ready to start teaching positions Fall 2007.
- D) Report from telephone meeting with UW Program Advisors which was held on June 8.
- 1) Minutes from this meeting were distributed.
 - 2) This group will be meeting via conference call on a monthly basis.
 - 3) UWM Advisors have developed a special orientation for those who are interested in the SWIFT program. This will take place on July 11, 2006.
 - (1) Advisors from the other schools would be able to come to this, however, we will only be focusing on the UWM programs.
 - (2) When students ask us about the employer-related information, we send them right back to the employer. Employers will have to be the ones presenting that information to students.
 - 4) It was determined that the employers should be identified sooner than later so that the schools can meet with them to go over the programs.
 - 5) It will be a good idea to meet with masters degree candidates who are interested in the SWIFT program separately from those that are not.
 - 6) Wisconsin Rural Health Cooperative (WRHC) – have sent out letters to this group.
 - (1) One facility would more than likely not be able to support a candidate, but 3-4 working together could.
 - 7) We will have to really emphasize that the students will have to remain in the program on a full-time basis. We are encouraging the employers to define that in the contract that they have with their employee.
 - (1) How will advisors tell students how it will be done?
 - (a) Students will really only be working 80% because they are getting paid for that 8 hours/week to be a student.
 - (b) There is also flexibility for some weekend courses-not clinicals.
 - (2) There can be regional differences here because of there may not be the employer flexibility to offer more weekend hours.
 - (a) The northern part of the state doesn't have many "weekender" plans involving 12-hour shifts.
 - (3) Some faculty are also against having students working full-time and going to school full-time.
- E) Recent call with the Department of Labor (DOL).
- 1) They continue to be interested in supporting candidates for a Direct Entry Masters (DEMs). One of their interests is helping people to transition from jobs that are being eliminated to the growing healthcare industry.
 - (1) We currently don't have any employers that are looking into this.

- (2) Workforce Development Boards (WDBs) have indicated their intent to identify such candidates and set them up with an employer that will support them.
 - 2) UWM is currently the only one UW nursing program to offer the DEM option. There is capacity for adding to this group.
 - (1) There is interest in from current students in this program for getting involved with the SWIFT program
 - 3) SWIFT is a two-year grant; however, the employers will have to continue paying, even though the SWIFT grant is not still being funded.
 - 4) The DOL asked about our “creativity” in the curriculum. This does not necessarily mean making it shorter.
 - (1) Madison offers the completely online program. Students do not have to go on campus.
 - (2) Other programs have developed creative options, such as Eau Claire’s cooperative program with the Chippewa Valley Technical College.
 - (3) These will be addressed in subsequent narrative reports to the DOL.
 - F) Plans for upcoming Steering Committee meeting
 - 1) This meeting will take place on July 10, 2006. There are a lot of WDB people on this committee.
 - 2) One of the conversations will be how the WDB will identify and support the group of DEMs because these candidates may not yet be employed in health care.
- III) Review of flow chart depicting *SWIFT* candidate approval process.
- A) Should we be suggesting to employers that they continue with first model: Let the nursing programs do an eligibility screen. Or, should we say, we won’t screen, here are our admission dates, make sure that the deadlines are met.
 - 1) We should perhaps do a pre-screen concurrently with the graduate school admissions. This will basically be a screening and initial advising.
 - (1) Eau Claire has information sessions. Prospective candidates bring transcripts and other information to go over with the advisor.
- IV) Education course requirements for *SWIFT* candidates
- A) Should there be standardization across the schools? We all are using 6-9 credits currently
 - 1) Madison and Eau Claire has a nine-credit minimum.
 - 2) Milwaukee requires six hours in the CNS program. The HPEC certification is 15 credits.
 - 3) Oshkosh has an educator emphasis, which includes 9 credits as well.
 - 4) 9 credits was the minimum needed in order to NLN nurse educator certification.
 - B) Education of families and patients can be an added component of the teaching. It can not be the ONLY component, but it can be an added benefit.
 - C) May there be ways for us to use prior learning and/or competency assessment to provide some credit for education courses.
- V) WTCS requirements for educator certification – Nancy Vrabec
- A) Nancy Vrabec provided information regarding which educational courses in the UW system have been approved for the WTCS educator certification process.
 - 1) These are the requirements for all faculty, not just nursing.
 - 2) There are no specialized courses on the list.

- (1) More and more programs are requiring specialized content, so the WTCS may need to re-look at this; however, the system doesn't particularly support special requirements for nursing.
- B) There is variability in the certification process because if a student were to take a course that is not on the list, they can put it in a portfolio and have it reviewed.
 - 1) Question - is there an appeals process for the decision-making regarding which courses will be accepted for WTCS certification? Nancy will look into this.
- C) **In order to make the certification process more streamlined for nurse educators in the WTCS system, we will assess where UW has additional courses that are not on the approved list and work to have these included as acceptable courses for certification as educators in that system.**
 - 1) Ideally we can ensure that all education courses taken by SWIFT candidates are on the approved list for WTCS certification.
 - 2) We will compile the courses across all four programs and submit them to WTCS all together as part of the SWIFT project.
 - 3) UW-Madison had submitted their courses earlier, but they were not accepted for the WTCS certification process.
 - 4) Nadine had developed a grid comparing their courses to the certification guidelines, and she will send this to us to use.
- D) Process:
 - 1) All four schools will send their information to Jess.
 - (1) Syllabus.
 - (2) Objectives of the courses.
 - (3) Content outline.
 - (4) Course description.
 - (5) Learning activities.
 - 2) Identify which of the WTCS guidelines are met by each of the courses.
 - 3) We will compile all of this into a packet and submit it all at once.
 - 4) Nancy will let Jo Ann know when the next meeting of the certification committee is. We will then forward it to the rest of the group with a timeline for getting information together.
- VI) Utilization of competency assessment in preparing nurse educators – Judeen Schulte
 - A) Judeen Schulte, the Dean Alverno, was included as a consultant to SWIFT so that we can have the conversation about how to streamline the educational process for nurse educators.
 - B) Discussion of other areas we can to pilot innovations in the educational process for nurse educators utilizing prior learning and/or competency assessment.
 - 1) In the RN-BSN program a health assessment course is required. Students in this program have already had at least one assessment course plus experience in assessment through their employment. Is the current requirement essential for all students in the program?
 - 2) **A second area for innovation is around the masters-level education courses required for nurse educators. Many candidates may have substantial prior learning and/or competencies in education. This is the area we decided to explore for incorporating competency assessment/prior learning.**
 - 3) We will look at the employer-defined nursing competencies as we explore this.

- (1) Match employer competencies with outcomes appropriate for nurse educators.
- (2) Information was distributed documenting what some of the employers are currently using to assess and implement clinical advancement.
- (3) Knowledge about what is required in the employment setting will be useful because then we will be congruent.
- 4) A related question arose regarding how many nurses are out there with an ADN (or diploma) and a bachelors in something other than nursing?
 - (1) Can we work with getting these students accepted into our masters programs without some of the other university criteria?
 - (a) Similar to taking an advanced placement test
 - (2) We may be able to set up a pilot program to get these students into a graduate program

VII) Deliverables

- A) Jo Ann will help with the facilitation of meetings between the schools and the employers as the employers work on defining their candidate selection processes.
- B) Jess will develop a packet of information on of all the education courses for submission to the WTCS system for review.
- C) The UW programs will provide all updates for the education program summary tables to Jess by June 30 so that we can get them up on the website.
 - 1) Is it possible to get this table into something like *Nursing Matters* so that nurses can see what is available to them?

VIII) Next steps in program definition for *SWIFT* candidates

- A) We will need to meet again in early fall (end of September) to:
 - 1) Continue competency conversation.
 - 2) Update progress on getting UW nursing education courses accepted by WTCS.
 - 3) Share updates on candidate selection processes.
- B) Meeting will be held in Madison on a Wednesday.
- C) ANEW is September 19

IX) Adjournment

- A) Meeting was adjourned at 2:00pm