

SWIFT Nurse Educator Steering Committee
March 8, 2007
Meeting Minutes

University of Wisconsin – Madison Van Hise Building Room 1820
10:00am -1:00 pm

- I. Call to order/introductions –Dick Best, Co-Chair
 - a. Meeting was called to order at 10:15 by Dick Best.
 - b. Those present include: Jo Ann Appleyard, Sue Dean-Baar, Jessica Allison, Dick Best, Nancy Brede, Tim Gengler, Kris Andrews, and Jan Sheppard
 - c. The minutes from the October 24, 2006 meeting were approved.

- II. Progress toward goal of preparing 120 nurse educators – Jo Ann Appleyard
 - a. Health Professional Education Certificate (HPEC) Candidates
 - i. There are 17 students currently. Fourteen students will be completing their certificate in May 2007. All 17 students are currently placed in a teaching practicum; half are teaching in the Technical College System and the other half in various BSN programs. About 1/3 of these students have begun teaching at least on a part-time basis prior to completing their teaching certificates. Three students began the HPEC program later, so they will be finishing up as they complete the remaining courses in the summer and fall of 2007.
 - b. *SWIFT* candidate enrollment in UW programs
 - i. There are 26 students currently admitted and working toward their master’s degree in nursing. An updated list of these students will be sent with the minutes. Most of the candidates have their BSN degrees and were admitted directly into UW MSN programs.
 - ii. We have learned that students who have not been in school for a long time struggle with understanding what is going to be expected of them in these programs. Because of this, employers and the schools need to partner to make sure that students that selected as *SWIFT* candidates have a full understanding of the demands of the graduate nursing program.
 - iii. It will be interesting, but difficult, to capture how many nursing students these additional educators can bring into the field. This data should be collected on a state-wide basis to help assess the effectiveness of the project.

1. The American Association of Colleges of Nursing (AACN) does publish projections of how many additional nurses can be educated with an increase in nurse educators. They have documented there are a substantial number of students in WI that are put on waiting lists because of the educator shortage.
- iv. Most of the current *SWIFT* candidates are in the Milwaukee metropolitan area. We expect the distribution will be broader across the state as the project progresses.
- v. We have set up a Desire 2 Learn (D2L) internet site for all *SWIFT* students. This will allow the students to get together via online access.
 1. Faculty and advisors will be able to access the site as well in order to post information.
 2. Students can access chat rooms and discussion boards.
 3. It is uncertain how much the students will actually utilize this communication mechanism, but it will serve as an additional way for the *SWIFT* students to stay in touch with one another and exchange information.
 4. It has been proposed we plan annual meetings for the *SWIFT* students to meet each other and share information. This may motivate more students to access the D2L site as well.
 5. Nancy Brede suggested working with the AHEC regional centers to bring *SWIFT* students together for face-to-face meetings.

III. Report from Educational Strategies Work Group – Sue Dean-Baar

- a. A significant achievement of this group has been the decision that all *SWIFT* nurses will have completed nine credits of educational courses before they obtain their master's degrees. The group is also developing an assessment tool that will determine educational competencies and allow selected students to take fewer education credits.
- b. The group also has been working with the Technical College System to reduce the number of courses nurse educators need to take post-graduation to obtain WTCS certificates in teaching competencies. The requirement is the completion of eight continuing education courses within five years of the hire date. The requirement for some of these courses is waived if the faculty person has taken comparable courses elsewhere that have been approved by the Technical College System. UWM submitted its curriculum course to WTCS as a match for their curriculum course; however, we were informed that the UWM course would better match with the Education Psychology course at WTCS. The WTCS curriculum course specifically teaches the Wisconsin Instructional Design System (WIDS), so none of the UW curriculum courses will match this. Not all of the WTCS required courses can be matched by courses offered by UWM, but we anticipate that students will be able to take 1-3 matching courses during their master's training. The other UW nursing programs are using the template we developed to submit some of their education courses for approval through WTCS.
- c. The issue of how students will obtain part-time employment as educators once they graduate is beginning to be discussed. There are several ways to arrange

agreements between the education and healthcare employers to allow for joint appointments. The educator group is in the process of identifying all the issues that may arise as the *SWIFT* candidates near graduation and begin to seek part-time employment as nurse educators.

- i. Union contracts are certainly one issue that will have to be dealt with.
- ii. The salary basis (hourly or salaried) is another factor in managing joint appointments.
- iii. Several models will be developed between healthcare employers and nursing programs, and the information about them will be documented for use in the future.
- iv. It would be beneficial to consult with union representatives as these models are developed. Kris Andrews noted that her husband could be a good resource regarding union perspectives.

IV. Report from Employer Strategies Work Group – Jo Ann Appleyard

- a. The plan is to invite all *SWIFT* employers to attend the quarterly meetings in order to gain more input on how all the implementation issues will be addressed.
- b. The last employer meeting was held on February 5, 2007. There was discussion about what is happening now that the candidates are actually enrolled in school.
- c. One problem with the employer recruitment is that many of them express an initial interest in the *SWIFT* program, but it becomes difficult for them to find the time and resources to actually recruit candidates.
 - i. We have created a marketing tool-kit for employers to help them get the word out to employees, as well as a budgeting tool that makes it easy to determine how much it would cost to support one or more candidates.
 1. Employers have shared their recruitment materials so that other employers can gain ideas on where to start.
 - ii. It is very helpful for the employers to meet with the people at the UW programs; however, this becomes more difficult as the distance between the two becomes greater.
 - iii. Jo Ann is able to go to the employers and help with the process of holding information sessions for prospective candidates.
- d. The goal of the grant for the Fall 2007 semester is to enroll 35 additional students into the program. There will be difficulty attaining this goal because the deadlines for application are in April.
 - i. It is estimated that it takes about one year for prospective students to determine whether or not they will go back to school once they receive and take in the information on the program.
- e. Jo Ann is currently in the employer recruitment process to try to get more employers to support candidates. This is proving difficult because the healthcare delivery environment is so busy and crisis-oriented.
- f. Kris suggested that it may be helpful to work with the State Department of Veteran's Affairs in order to recruit returning military personnel as *SWIFT* candidates.

- g. It is important to have some long term care (LTC) employers participating in this initiative; however, it is hard for them to work this additional expense into their budgets.
 - h. It was suggested that WTCS is an employer that could support also nurse educator candidates. This could facilitate the involvement of rural areas in the *SWIFT* Initiative.
 - i. WTCS could identify BSN-prepared teaching assistants that they would agree to support for their master's degree in order to employ them as full-fledged nursing instructors after graduation.
 - ii. Nancy Brede suggested getting in touch with North Central Technical College (Lori Weyers, President) and Wisconsin Indianhead Technical College (Chuck Levine, President) about this.
 - iii. The Workforce Development system could assist with some of the outreach to the Technical system. It will be important for the Workforce system to understand the tools that we are using for recruitment. This way, the Workforce system employees can educate potential candidates and employers about *SWIFT* when they are doing healthcare outreach with employers and employees.
 - 1. The Workforce system can also assist in follow up activities with candidates progressing through graduate school since they have more expertise in this type of case management.
 - i. It would be helpful to encourage rural hospitals to link together to jointly support one or two candidates.
 - i. It is not believed that there will be problems finding students in the rural areas, but it will be hard to find employers that are able to afford the cost.
 - 1. One idea from the employers was that the larger systems could "adopt" one (or some) of the rural hospitals that they work with to assist with the support for candidates.
 - j. The employers that we have contacted in Green Bay will not participate in *SWIFT* because they need more nurse administrators.
 - i. Kris Andrews suggested Norma Turado, the HR lead in one of the Green Bay hospitals, as a possible advocate for *SWIFT*.
 - k. It is important to involve the Workforce Development system in those areas where it is difficult to recruit employers. Some of the funds earmarked for Workforce Development participation could be used initially to encourage employers to participate and assist them with the process of recruiting employee candidates.
 - l. The idea was posed that there may be a way to create faculty staffing pools on a regional basis, similar to the staff RN pools that currently exist.
 - i. The question here is who is the employer in this situation?
 - 1. The Technical Colleges and/or the Workforce systems could possibly help manage this.
- V. Workforce Development Board Participation – Dick Best
- a. An agreement has been developed to articulate the functions of the WDBs to support the *SWIFT* project, including financial arrangements. The initial WDB

participants are the Milwaukee County WDA, Fox Valley WDA, West Central Wisconsin WDA, and South Central Wisconsin WDA. Dick Best is the lead liaison for the WDB participation. The group will implement activities including case management and employer and candidate recruitment efforts to assist in the achievement of the *SWIFT* project goals.

- i. It is extremely important that the local Workforce system is involved with building partnerships with employers and local nursing programs.
 - ii. WDB assistance is needed to achieve the program goals. Right now, the focus will be on recruiting additional employer sponsors and nurse educator candidates.
 - iii. Additional activities will address sustainability of the *SWIFT* concept after the grant period has ended. The WDBs can continue to work on the essential activities of employer sponsorship of nurse educator candidates and the development of partnerships between employers and local nursing programs to enable nurse educator joint appointments.
- b. \$218,000 of the grant was earmarked for Workforce Development participation. An initial \$10,000 will be given to each of the four WDBs that are actively working on the *SWIFT* Initiative.
- i. This WDB group will make specific recommendations about how to best use the rest of the earmarked funds.
 - ii. It is important to use the money to facilitate recruitment of employer sponsors and nurse educator candidates, as well as agreements between employers and local nursing programs, as opposed to assisting employers with the costs of participating in the project.

VI. Department of Labor update

- a. No-cost extension request
 - i. The request for an extension is being drafted and will be submitted soon. If approved, the extension will extend the program to June 30, 2008.

VII. Next steps in strategic planning

- a. As the grant ends, it will be turned over to the Wisconsin Center for Nursing for following up with continuing the model.
- b. It may be helpful for us to increase and/or improve the marketing for the program.
- c. One goal should be to work on getting the technical schools in the north-central region to get one person supported in the program.
- d. Long-range, we should look at the alternate ways to assisting people to choose viable career paths in nursing.

VIII. Adjournment

- a. The next meeting will be scheduled in late May or early June