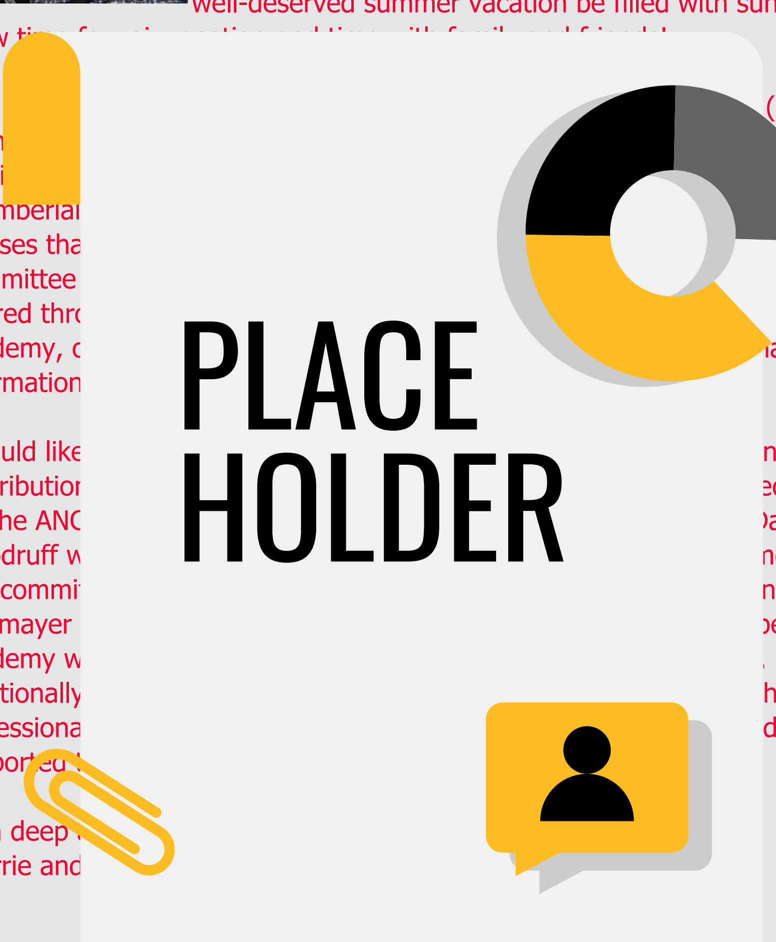
CHAMBERLAIN UNIVERSITY

September 2019

Dean's Corner

Sherrie Palmieri, DNP, MBA, RN, CNE, CPHQ | *National Dean of Faculty*

Placeholder text - please do not review. I would recognize thank the efforts of our faculty, student learning services team and all those who have contributed to our stellar 1st quarter NCLEX results achieving a Chamberlain University average of 92.66%! Your commitment to student success and work to graduate extraordinary nursing and healthcare professionals truly reflects our mission and vision. May your well-deserved summer vacation be filled with sunshine and allow t



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With deep … Sherrie and

facets
Faculty Achieving Care & Excellence in Teaching & Scholarship
CENTER *for* FACULTY EXCELLENCE

Sherrie Palmieri, National Dean of Faculty

Loreal Newson: Operations Manager

Sally Carlisle: North Region, MSN Specialty Tracks

Suzanne Crouch: DNP, Post Licensure, Scholarship

Joan Ellis: East Region, RN-BSN, Mentoring

Stacie Sedlmayer: Sr Curriculum Technology Manager

Myrna C. Wolfbrandt, Sr Instructional Designer

David Woodruff: West Region, MSN-FNP

Hot off the Presses - *Newly revised Faculty Handbook & Clinical Faculty Handbook*

The Center for Faculty Excellence (CFE) team in collaboration with the National Academic team worked to consolidate the Faculty Handbook to support all Chamberlain University programs. The initial edition of the combined handbook was released in December 2018, and we recently released an updated version on **July 31st**.

Below are key highlights to the revised Faculty Handbook:

· Updated Accreditation statement
· Professional Development statement
· Updated Vacation Statement
· Updated Rank & Promotion statement
· Updated Grading section

The National Clinical Learning Specialists in collaboration with the CFE, also updated all Pre-Licensure Clinical Faculty Handbook content to ensure alignment with the Faculty Handbook. The Pre-Licensure Clinical Faculty Handbook content includes but is not limited to, clinical faculty expectations, clinical guidelines, medication administration, policies and procedures.

Below are some key updates to the Pre-Licensure Clinical Faculty Handbook that was released on July 31st:

· Preparing for Clinical Teaching Checklist
· Faculty Evaluation of Clinical Sites
· Clinical Learning Evaluation
· Student Skills Performance
· Student Clinical Performance Remediation Pathway
· Additional Resources to Support Clinical Faculty (last page of the handbook)

How to Access Handbooks & CFE Portal
Both handbooks along with the Clinical toolkit are available on the CFE - Faculty Portal under the **Teaching and Learning Resources tab**.

CFE Portal Access: atge.okta.com (look for icon to the right)

CFE - Faculty Portal

Please always access via the CFE portal or the URL links listed below to ensure you are referencing the latest handbooks.

Faculty Handbook: www.chamberlain.edu/facultyhandbook
Clinical Faculty Handbook: www.chamberlain.edu/clinicalfacultyhandbook

Professional Development Series

The CFE continues to offer professional development programs to assist you in improving your teaching. We hope you can join us for one of our upcoming webinars!

On September 20th, **David Woodruff, PhD, APRN, CNE, FNAP** will present "Facilitating critical thinking in students – Peer Groups."

On September 26th, **Loreal Newson, MPA** will "Introduce Faculty to the Quality Improvement Toolkit."

If you would like to request a topic or be a presenter, please contact **David Woodruff** at **dwoodruff@chamberlain.edu**.

Recordings of our webinars are posted on the CFE Faculty Portal for those unable to attend the live event.

Upcoming Topics

Facilitating critical thinking in students – Peer Groups.
David Woodruff

Introduce Faculty to the Quality Improvement Toolkit
Loreal Newson

Suzanne Crouch, EdD, MSN, ARNP, RN-BC, CNE| *Faculty Development Specialist*

Scholarship Opportunities

Fall is just around the corner. Plans for back to school activities, football games and school concerts are already on the calendar. Fall also is a perfect time for professional renewal and growth. There are many exciting scholarship opportunities for upcoming conferences highlighted on the CFE portal under Scholarship. Please review them and make a commitment to share your expertise and exciting projects/studies with nursing colleagues around the country.

Please remember that all abstracts must be reviewed by the CFE (the Academic Scholarship Review Committee) prior to submission to a conference for consideration of acceptance. The Faculty Abstract Approval Form is located on the CFE portal under Scholarship Tools.

Once approved, the abstract may be submitted to the conference for consideration of acceptance. All accepted presentations (both poster and podium) must be reviewed by CFE, marketing, legal/compliance for review, approval and subsequent creation. Please allow at least 4 weeks for this process.

In addition, all scholarly works intended for publication (editorials, books, book chapters, research briefs and journal articles) must also be reviewed by the CFE (Academic Scholarship Review Committee), marketing, legal/compliance. The required forms and SOP can be found on the CFE portal under Scholarship Tools. The CFE portal can be accessed through the OKTA sign in page.

So Happy Fall to all as you continue to travel down the road of scholarship.
Suzanne J. Crouch, Ed.D., MSN, ARNP, RN-BC, CNE

Sally Carlisle DNP, MSN, RN, CNE | *Faculty Development Specialist*

Master Instruction Update

MI 110: Introduction to Evidence-based Teaching Strategies and Classroom Management launched in the July session. Participants are finishing up the facilitated course having developed a teaching philosophy, discussed teaching strategies and completed the first Evidence-based Teaching Observations.
MI 120: Introduction to Assessment and Evaluation of Students and Courses will launch in the September session. Participants will have the opportunity to differentiate between assessment and evaluation, and explore evidence-based practice for exam item analysis and revision among other topics. Enrollment is open at this time.

Any faculty member is eligible to enroll in the September course. Please contact **Sally Carlisle** at **scarlisle@chamberlain.edu** if you are interested in enrolling.

Suzanne Crouch, EdD, MSN, ARNP, RN-BC, CNE| *Faculty Development Specialist*

Chamberlain University Fellowship Program (Snapshot)

Purpose: The purpose of the fellowship program is to provide nurse and healthcare educators and academic partners an opportunity to develop research skills and conduct research and evidence-based projects that will contribute to the growing body of multidisciplinary knowledge which may serve as a conduit for translational research. A dedicated Chamberlain University Fellowship Program would work in conjunction with the Chamberlain Care Model as healthcare research would directly impact the students we teach and ultimately the care of patients and families worldwide. In addition, a growing number of healthcare scholars may enhance the reputation of the university through the submission, presentation and publication of scholarly works.

Eligibility criteria and the selection process: All applicants must be fulltime faculty or academic partners who have been employed by Chamberlain University for a minimum of one year. Approval must be obtained by the applicants' dean/director prior to submission of the application.

Expectations of the research fellows: Expectations for the pioneer research fellows include design and implementation of a research study or scholarly project and dissemination of findings. The fellows will be required to commit to the research or evidence-based project for a period of a minimum of one year.

Educational support: Structured educational programs and mentoring with the program facilitator will be an integral component of the fellowship program as well as required coursework utilizing pertinent educational offerings developed by CITI.

Goals: The Chamberlain University Fellowship Program goals are as follows:
· Guide faculty/academic partners through the research or scholarly project process
· Support evidence-based practice/education
· Disseminate study/project results through presentations and/or publications
· Build a framework to sustain future healthcare research

We, at CFE, are very excited to share this upcoming opportunity. Please look for more information to follow in the near future.

If you have additional questions on this new program please contact **Suzanne Crouch** at **scrouch@chamberlain.edu**.

Tips and Tools
David W. Woodruff, PhD, APRN, CNE, FNAP | *Faculty Development Specialist*

Building Retention

"It's in the book." "We went over this in class." Have you ever said either of these to students? Maybe you've just been dismayed at how poorly students did on an exam. In these situations, you were amazed that students were not able to **retain** the information you taught. Teaching does not equal retention. If the goal is for students to remember and use the information you are teaching, then retention must be the goal of your teaching.

Fast and easy retention activities:

Quizzing. The simplest way to help students to be able to retrieve the information they need and use it is to practice. Practice **remembering** with knowledge-based questions. Practice **using** higher-level questions. The keys are frequency and consistency. If you use quizzing frequently and consistently, you will see improvements in retention.

Open-ended questions allow students to explain their answers, providing valuable information to you. By reading your student's explanations, you will be able to understand the student's thinking process. This information helps you to plan activities that will close the gap between student thinking and right thinking to reinforce important information. No time for grading? Use your quizzing as a "think, pair, share" activity. Canvas LMS can form small groups for this work.

Multiple-choice questions may be simpler to format and grade. Some could be graded automatically within the LMS with appropriate rationale provided. Other options for online quizzing include Quizlet, Socrative, and Kahoot. Each provides a platform for developing and administering quizzes. For more information, see "Using Technology to Teach: Online Quizzes" in the Chamberlain Academy.

The key to your quizzing strategy is **frequency** and **consistency**. Give students time to think, though. Remember that they will need more time to retrieve information than you will. The more frequently you use quizzes, the more firmly the concept will be cemented in your student's long-term memory. As an added benefit, quizzing gives you essential feedback on your student's thinking so that you can respond with remedial activities when needed.

For more information, see the Brainshark presentation:
http://www.brainshark.com/devry/vu?pi=zG4zAfE9WzC8Joz0

Stacie Sedlmayer, MAEd | Senior Manager, Curriculum Technology

Coming Soon - Creating a Culturally Inclusive Learning Environment Course

The Center for Faculty Excellence in collaboration with the Chamberlain University Cultural Diversity Taskforce is developing a course, which will challenge faculty to provide quality education to culturally and linguistically diverse students by confronting and developing personal culture, beliefs, course materials, teaching strategies, and classroom management. This self-paced course includes innovative teaching and learning strategies, including custom animated scenarios and unfolding case studies. We look forward to offering the course this fall!

CONTINUOUS QUALITY IMPROVEMENT

Quality Improvement Committee Policy Improvement Statement of Review

In collaboration with the Center for Quality Improvement, the Quality Improvement Committee (QIC) selected Policy Improvement (PI) as a key initiative in FY2019. The goal for this initiative is to review Chamberlain's currently decentralized policy state including procedures, job-aids, and other related resources for each university functional area. The QIC-PI is evaluating, developing, and establishing an improvement plan to centralize all university policies.

The Policy Improvement (QIC-PI) workgroup accomplished the following in FY2019:

- Established, approved problem statement and re-evaluated for continuous improvement.
- Created of a Policy Holding SharePoint repository to centralize all departmental policies for review.
- Provided training to 95 Policy Liaisons across the University who transitioned over 1,000 policies and procedures to Policy Central Holding Area for review.

Next Steps & Functional Area Listing

In FY2020, the QIC-PI workgroup will implement a Phased Improvement Plan. To review the improvement plan identifying key milestones for goal achievement, please select the first gold box below. In the interim, if there are specific questions related to Chamberlain's policies, please:

1. Identify the Functional Area responsible for the policy, please see the second gold box below.
2. Initiate an email request to PolicyCentral@chamberlain.edu identifying the policy and the functional area.

We are excited about this initiative and appreciate your continued support of this priority continuous quality improvement at Chamberlain.

Thank You,

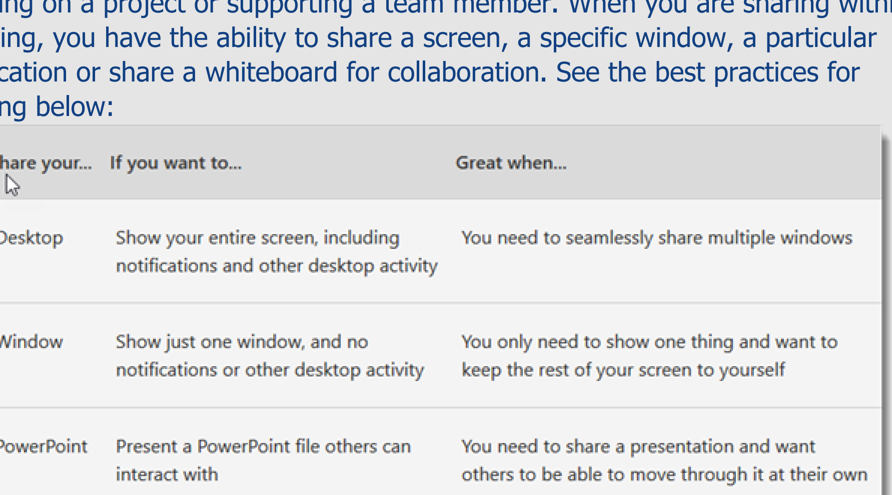
Policy Improvement Work group

Click here to review the improvement plan identifying key milestones for goal achievement.

Click here to review the Functional Area of Responsibility.

Did You Know? Microsoft Teams - You are Empowered! Share, Give Control or Take Control with Microsoft Teams Meetings

Sharing via Microsoft teams can be beneficial when you are collaborating daily, working on a project or supporting a team member. When you are sharing within a meeting, you have the ability to share a screen, a specific window, a particular application or share a whiteboard for collaboration. See the best practices for sharing below:



Share your...	If you want to...	Great when...
Desktop	Show your entire screen, including notifications and other desktop activity	You need to seamlessly share multiple windows
Window	Show just one window, and no notifications or other desktop activity	You only need to show one thing and want to keep the rest of your screen to yourself
PowerPoint	Present a PowerPoint file others can interact with	You need to share a presentation and want others to be able to move through it at their own pace
Whiteboard	Collaborate with others in real time	You want to sketch with others and have your notes attached to the meeting

Share during your meeting by following these easy steps:
1. Hit the Share icon
2. Choose the option that is best for you
3. End Sharing by selecting the "Stop Sharing" option

For more tips on sharing content within MS Teams, read this Microsoft article: Sharing in Teams

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National Management Office
3005 Highland Parkway, Downers Grove, IL 60515
cfe@chamberlain.edu