

MINUTES  
EMPLOYER STRATEGIES WORK GROUP  
July 24, 2006, 10:00 am-1:00pm  
Meriter Hospital, Madison, WI  
Room – Tower C

Meeting Attendees: Sue Dean-Baar, Jo Ann Appleyard, Jess Allison, Joan Jacobsen, Lowine Sarbacker, Tim Gengler, Sue Katz, Pat Volkert,

1. Call to order/review of minutes from April 17 meeting:
  - a. Meeting was called to order by Jo Ann Appleyard at 10:25 am.
  
2. SWIFT Nurse Educator progress to date
  - a. Report from Sally Lundeen via PowerPoint voice-over presentation
  - b. Report from UW Program Advisor meeting June 8, 2006
    - i. This group, consisting of nursing Program Advisors and two Graduate Program Directors from the 4 UW campuses, will be meeting regularly by telephone to develop consistent processes for working with SWIFT candidates.
    - ii. Potential SWIFT candidates with ADN degrees are not admitted to the graduate program until the last semester of the bachelor's degree, which is an issue with employers. The Advisors determined they need focused advising practices in place to determine whether or not candidates are eligible, so employers support those candidates who are highly likely to be successful.
    - iii. It was realized that the schools will have to be in contact with the employers on a fairly regular basis. The employers will need to know how the candidates are progressing throughout the educational program. This requires written consent from the student allowing this information to be released to the employer. The generic consent document that is being used by all 4 UW programs was distributed to the group. **Employers should require their prospective SWIFT candidates to check all the permissions listed on the release form in order to obtain full information about candidate progress.**
    - iv. Additional discussion among the Employer Strategies Work Group regarding the admission processes for SWIFT candidates included the following points:

1. Only Madison and Milwaukee admit twice per year. Eau Claire and Oshkosh only admit master's candidates in the fall. However, there is some flexibility with these admission processes. After working with Pat Volkert at Aurora, the Graduate Program Director at UW-Oshkosh has agreed to admit SWIFT candidates in January, 2007 to begin cognate coursework.
  2. If employers identify potential candidates who have already started a master's program, they would still be eligible for support as a SWIFT candidate.
  3. For candidates interested in attending UWM it will be very important for graduate candidates to get their applications in by September, and BSN candidates should have their applications in by mid-August.
- c. Report from Educator Strategies Work Group meeting June 14, 2006
- i. At the start of the SWIFT project, it was projected that employers would likely choose to support candidates for CNS programs. However, some employers prefer that candidates enroll in an NP program. This is problematic because, except for UW-Madison, the NP programs do not include educator training. This means that NP students in the other UW programs will have to take extra educator courses to become clinical instructors upon graduation.
  - ii. If the candidates will be teaching in the technical college system, they will be required to obtain an educator certificate as well. The Educational Strategies Work Group is working with WTCS on getting all UW educator courses approved so that the candidates will not have to take as many additional courses to obtain their educator certificate.
    1. The Work Group is currently working on compiling a packet of all the UW nursing education courses to submit to the next WTCS certification committee meeting for their review.
  - iii. The Work Group is also planning to standardize the required educational competencies for SWIFT candidates across the four UW graduate programs.
  - iv. The Educator Strategies Work Group is also actively discussing how the joint work appointments can be implemented when candidates complete their master's degree. Issues around joint-appointments become more complex when unions are involved. Some of the unions prohibit any such joint-appointment resulting in the candidate being forced to become a part-time employee for both entities. This may mean that the employee's benefits are in jeopardy.
    1. Aspirus and Meriter currently have a process in place for dealing with this issue.

2. Jo Ann will talk with Joan about how to work with this issue.
- d. Report from Steering Committee meeting July 10, 2006.
  - i. One major task for this group is to develop strategies to encourage and recruit minority candidates to become SWIFT candidates.
  - ii. Another task is determining how to work with the Workforce Development Boards to obtain additional money for books, mileage, childcare, etc.
    1. This will be difficult because of how WDBs differ across the various regions of the state.
    2. WDB cannot offer support to anyone making little more than minimum wage. We will be determining how to get waivers for SWIFT candidates.
- e. Update on APNs taking HPEC coursework
  - i. There are currently 16 in the program. We are still recruiting for 3 more nurses. A 17<sup>th</sup> candidate will begin the coursework with the third course, beginning at the end of August, or the first week in September.
  - ii. Because the grant only goes until July 2007, we cannot be certain there will sufficient grant money left to pay for the total tuition for the final two courses in the program for the last four candidates.
    1. These final two courses may not be fully online for those students starting late.
- f. DOL discussions
  - i. We have a new project advisor.
  - ii. The DOL seems to hold higher education on a higher regard than one year ago.
- g. Employer progress in recruitment and developing candidate selection processes
  - i. Tim is going to be doing a presentation about SWIFT at the September Wisconsin Organization of Nurse Executives (WONE) Board of Directors meeting.
  - ii. It is difficult for some employers to recruit minority candidates.
    1. Wheaton Franciscan is planning on identifying minority candidates on a unit-level, with unit managers being asked to pick the best candidates from the list. Those employees will be asked to apply as SWIFT candidates.
  - iii. Wheaton: There are several interested candidates. The liaison has been meeting with finance, legal and HR to determine the best process for selecting candidates. They are currently working out the letter of agreement for employees.
    1. It will be important to understand that we will lose candidates from the program. Lowine discussed her experiences with this based on the Wheaton cohort already in a special nurse educator program at UWM.

- iv. Aspirus: Has the employee agreement in place, and they anticipate having their candidates by winter
  - v. Aurora: Their selection process is fully developed and copies were shared with the rest of the attendees (see attached). They have decided to not include any employees who are currently in a master's program.
  - vi. Meriter: First step was to receive endorsement from CEO. The main concern is that this will become a contract issue, so they did not go to the union first. There are sessions that every employee has to attend. At the last one, they got information out to people and generated about 50 names of interested people. They are currently reviewing these candidates for their leadership roles abilities.
  - vii. Other discussion about the candidate selection process included the following points:
    - 1. In the case of SWIFT, students will be billed for tuition, but employers are encouraged to pay for the tuition on the front-end. We are asking employers that do not currently pay this way to consider changing their practice for the SWIFT Initiative.
    - 2. Not all employers will be asking employees to be working full time. This will vary among different organizations .
    - 3. It is important for employers to begin to plan for how their candidates will function in a clinical faculty role. This is difficult, but important to think about on the front-end in order to select candidates who will be effective teachers.
    - 4. In the future, we will develop models for placing the employees into clinical sites after graduation.
3. Review of budgeting tool
    - a. Jess will send this template out to everyone via email.
  4. Website Revision
    - a. Review revised content for Prospective Candidates
      - i. Permission given by the group to be listed on the website as current participating employers.
        1. We will update the areas in which Aurora is located
        2. We will also update the name for All Saints.
    - b. Other suggestions for website revisions
  5. Letters of Agreement
    - a. Issues to be resolved – none discussed
  6. Strategies for enlisting additional employer sponsors
    - a. Tim agreed to be a liaison for WONE. The next Board meeting will be in September in Lake Geneva.
    - b. Jo Ann gave a presentation on SWIFT in Eau Claire to a regional meeting of long-term care administrators (WHCA, WAHSA) on Friday, July 21. It was suggested that some of the smaller and not-for-profit facilities combine resources to support a candidate.

- c. Lowine suggested going through Sigma Theta Tau.
  - d. Joan also suggested going to the VNA. The annual convention is in October. It was recommended that we have a booth set up there.
7. Next meeting date – will be set in October
  8. Meeting was adjourned at 1:05pm