



NATIONAL ORGANIZATION OF NURSE PRACTITIONER FACULTIES

ANNUAL BUSINESS MEETING REPORTS

ANNUAL BUSINESS MEETING
APRIL 25, 2015
1:00 – 2:00 PM
Hilton Baltimore

Agenda

- I. **Call to Order**
 - Adoption of meeting rules
 - Appointment of Minutes Review Committee
 - Appointment of Parliamentarian

- II. **Annual Recognition Awards**

- III. **Business Reports**
 - Officer Reports: President, President-elect, Secretary, and Treasurer
 - Committee Reports
 - Activity Reports

- IV. **New Business**

- V. **Recognition of Outgoing Board Members**
 - Lorna Finnegan, Jane Kapustin, Gary Laustsen, Kristy Martyn, & Nancy Ridenour*

- VI. **Induction of New Board Members**
 - Susan Buchholz, Kathryn Ellis, Rosario Medina, Carolyn Rutledge, & Courtney Young*

Adjournment

Minutes of the 2014 Annual Business Meeting are at the end of this document

NATIONAL ORGANIZATION OF NURSE PRACTITIONER FACULTIES

APRIL 2015

Mission Statement

NONPF: The leader in quality nurse practitioner education.

Vision Statement

Our vision is to be the preeminent global leader in providing timely and critical resources for NP educators and advancing innovative models that support NP educational programs to meet the highest quality standards. We unite and lead NP educators in transforming healthcare.

Organizational Goals

The Board of Directors has identified the following priority goals for NONPF:

- Advancing QUALITY - Promotes continuous and collaborative quality improvement and evidence-based approaches to national and global NP education through the development of standards, guidelines, teaching instruments, resources, and networking exchanges for faculty.
- Influencing POLICY – Leads the nursing community to advance NP education and NP educational policy through independent and collaborative initiatives.
- Fostering DIVERSITY – Champions a culture of diversity in NONPF and across NP education.
- Promoting SCHOLARSHIP – Promotes opportunities that advance the scholarship of NP educators in teaching, research, practice, and service.
- Strengthening RESOURCES – Secures the growth, financial viability, and sustainability of NONPF, recognizing our membership as a valuable resource.

NONPF President: Sheila D. Melander, PhD, ACNP-BC, FAANP, FCCM

Position Description:

The President presides at all meetings and enforces all regulations relating to the administration of the Organization. The President serves as chair of the Board of Directors and appoints such committee as the activities of the Organization may require, and to the extent that these have been otherwise provided for the President serves as ex-officio on all committees.

Overview & Outcomes of Activities 2014-2015:

For fifty years, formal education programs have been preparing the nurse practitioner (NP) workforce. Loretta Ford had the foresight that formal education of an advanced practice nurse was needed to prepare a highly skilled clinician to meet the national critical health care needs. NONPF's formation grew from a desire by NP educators to stay connected to set standards for quality NP education and to share resources and information towards that end. Over the years, we have worked together to make sure education keeps stride with the increasing demands in healthcare, to support the evolving NP role, and to meet the challenges of external forces.

Since starting my presidency last year, I have come to appreciate all the more the important role of NONPF. NP education is facing some big issues, and this organization is the place for NP educators collectively to work through them. As we continue to meet the 2015 deadline for the implementation of the Consensus Model for APRN Regulation, we must figure out how to address some of the related consequences. As we all continue to move our programs towards true competency-based education, we must find common models and tools. As we face the ongoing challenges of clinical education, we must share our strategies. NONPF is the place for us to meet, the vehicle for communication, and the source for innovative ideas.

Over the last year, the Board and members of NONPF have been working hard to keep NONPF moving along. I would like to use the rest of this report to provide updates on much of the important work that has been going on.

November Special Conference & Pilot

NONPF held another special topics conference in November to address challenges for competency-based clinical NP education. From April to November 2014, the NONPF Board worked closely with consultant Nancy Winslade to develop a common competency-based clinical evaluation tool. Work groups also developed some common case studies tied to the NP core competencies, and the evaluation tool was customized to fit a sample course that might tie to each case study. The conference included the presentation of the case studies using actors (and some of our willing members!) and the audience use of the evaluation tool. The audience feedback raised some questions about the evaluation tool, so NONPF is currently undertaking a pilot of the evaluation tool with a few volunteer NP educational programs. NONPF will elicit useful feedback from the pilot participants about the utility of the evaluation tool and suggestions for enhancements. The evaluation tool and the case studies are available on the NONPF Web site for use by our members. The NONPF Board will also report more to the membership this summer on the pilot. I would like to recognize the following members who contributed a lot of time to the case studies development and presentation: Geri Budd, Susan Corbridge, Jane Kapustin, Gary Laustsen, Anne Thomas, Carol Thompson, Andrea Wolf, and Charles Yingling. The following programs agreed to participate in the pilot of the evaluation tool: Kennesaw State University, Louisiana State University HSC, MGH Institute of Health Professions, Michigan State University, Missouri State

University, University of California San Francisco, University of Illinois Chicago, University of Kentucky, Wayne State University, and Widener University.

I urge members to block Dec 3-5 for the next special topics conference to be held in Crystal City, Virginia, close to Reagan National Airport.

Important Collaboratives

NONPF participates in a variety of collaboratives with other organizations, and we are pleased to engage different members in these activities.

- **National Task Force** – NONPF and AACN are the co-conveners for the National Task Force on Quality Nurse Practitioner Programs to conduct the periodic review and updating of the *Criteria for Evaluation of Nurse Practitioner Programs*. The NTF is currently conducting a review of the document with an anticipated release of an updated edition in Spring 2016. A new feature in the review process will be an open comment period in the fall to provide our members (and other constituencies) an opportunity give input into the proposed revisions. Thank you to Joanne Pohl for serving as the co-facilitator for the NTF along with the AACN representative, Ruth Kleinpell, and also thank you to Shirlee Drayton-Brooks for serving as the NONPF representative on the NTF.
- **Data Advisory Committee** – We are very pleased that we have reconstituted the Joint Data Advisory Committee that provides guidance to the NP enrollment and graduation data collection conducted together by AACN and NONPF. We have met twice since the fall and have plans for further discussion about possible changes to the survey instrument for enhanced collection of NP program data. The NONPF representatives to this advisory group are Debra Barksdale, Nancy Ridenour, Monica Scheibmeir, and myself, along with the NONPF Executive Director as staff liaison.
- **LACE** – NONPF maintains membership in LACE, a communication network of organizations representing advanced practice nursing licensure, accreditation, certification, and education. LACE formed as an outgrowth of the process of developing the Consensus Model for APRN Regulation and exists primarily to promote implementation of the Consensus Model. The NCSBN currently holds the facilitator role for LACE communications and recently convened LACE representatives to discuss state board of nursing concerns about the pace of implementation of the model within education programs, certification, and accreditation. The NONPF representative to LACE is Shirlee Drayton-Brooks, and I also participate in discussions.
- **Policy Discussions** – In recent months, I have made presentations and participated in discussions with leadership of collegial organizations on topics such as post-graduate training opportunities for NPs, the DNP, clinical education, and others. I urge members to refer to the NONPF Web site for statements we prepare jointly or as our own on important issues.
- **NP Roundtable** – NONPF continues to participate in the NP Roundtable, a collaborative of NP organizations to identify common policy issues and to collaborate as feasible. The NP Roundtable has recently been representing the NP perspective on Title VIII reauthorization and supporting legislation on home health issues that has been spearheaded by AANP. The NONPF Executive Director serves as the NONPF representative to the NP Roundtable.
- **Nursing Community** – NONPF participates in the Nursing Community, a collaborative of over 60 nursing organizations to promote common understanding of key policy issues and to facilitate

collaboration to advance common agenda issues. The NONPF Executive Director serves as the NONPF representative.

- **Healthy People Curriculum Task Force** – NONPF continues its long-standing position on this task force. The HPCTF recently completed an update to the interprofessional population health curriculum model, which is available on the NONPF Web site. The NONPF representative to the HPCTF is Kathryn Ellis.
- **Nursing Alliance for Quality Care** – Last year, the NAQC moved over to the American Nurses Association for management. The Alliance meets annually and has periodic Board calls to discuss issues. The NONPF representative, Dr. Joanne Pohl, as provided an additional report on these activities.
- **IOM Task Force on Obesity** – NONPF received an invitation from the IOM to participate in a Provider Training and Education Work Group to the ICSSPMO Work Group of the Roundtable on Obesity Solutions within the IOM. Dr. Geraldene Budd represented NONPF in the March meeting and continues to serve as NP resource in the dialogue on how to enhance health professionals' education and training on obesity solutions.

Resources

- **Preceptor Vignettes** – To address the request from many members for common tools to use with preceptor orientation, NONPF has released several preceptor orientation video vignettes. I wish to thank Jane Kapustin for conceptualizing the videos based on some other work she has done for undergraduate nursing preceptor orientation. Jane worked closely with Susan Corbridge to develop 4 vignettes available at no charge to NONPF members and to prepare 1 longer basic preceptor orientation module available for purchase. These are great resources for our members!
- **Preceptor Portal** – This Web-based resource center is open! I encourage you to share the link with preceptors so that they can find many useful resources, including the new video vignettes. I also hope that you will visit the site frequently and complete the different surveys that will appear there. Susan Corbridge is provide the leadership in identifying additional resources that can be useful to preceptors, and we welcome contributions from members.
- **Leadership Pilot Mentoring Program** – Debra Barksdale created and led a pilot of a NONPF leadership mentoring program. The first cohort had an emphasis on diversity in leadership development and included the following participants: Kenya Beard, Latina Brooks, Gina Dahlem, Loureen Downes, Rosario Medina, and Courtney Young. I wish also to recognize the mentors in the program: Shirlee Drayton-Brooks, Jean Johnson, Beverly Malone, Eileen O'Grady, and Joanne Pohl, in addition to Debra.
- **Weekly Policy Update** – NONPF contracts with consultant Dave Mason for a weekly policy update of all the key issues for NP and nursing education and practice. Check this site weekly for useful information to share with students and to keep abreast of the current policy issues for NPs.
- **Preceptor Manual** – We thank Mary Anne Dumas for her role as editor of the new Preceptor Manual, a critical resource that highlights the partnership between programs, students, preceptors, and faculty for successful clinical education. We also recognize the many

contributors: Mary Lee Barron, Mary Anne Dumas, Katy Garth, Gail Hill, Gary Laustsen, Sharon Lock, Julie Marfell, Emily Merrill, Mary Neiheisel, Nelda New, Georgia Nygaard, Shannon Idzik, Susanne Phillips, Sharon Sims, Melinda Swenson, and Andrea Wolf.

- **Faculty Practice Statement** – Gary Laustsen led a work group that included Kathy Blair, Kristy Martyn, and Nancy Ridenour to draft an updated statement on the importance of faculty practice for quality NP education. This statement is available on the NONPF Web site, and a separate report on this work is provided.
- **Faculty Workload Statement** – Nancy Ridenour led a work group include Gary Laustsen, Kristy Martyn, Sheila Melander, and Carol Savrin to develop guidelines for determining faculty workload. This statement is available on the NONPF Web site, and a separate report on this work is provided.
- **Core Competencies Curriculum Content** – For consistency with the documents presenting the NP population-focused competencies, a NONPF task force delineated suggested content to support the NP core competency development. This document is available on the NONPF Web site. I wish to recognize the leadership of Anne Thomas in this work and the contributions of her work group: Kathy Crabtree, Kathy Delaney, Mary Anne Dumas, Ruth Kleinpell, Julie Marfell, Ruth Kleinpell, Kim Udlis, Andrea Wolf, and me.
- **Curriculum Monograph** – Andrea Wolf, Lynne Dunphy, and Toma Guberski are in the home stretch of completing the new curriculum resource. NONPF will announce release details in late spring. Many thanks to all other contributors who have been very patient in getting their work to print: Laurie Kennedy-Malone, Judith Haber, Joyce Pulcini, Chuckie Hanson, Veronica Wilbur, Anne Thomas, and Mary Ellen Glasgow.

NONPF President-Elect's Report
April 2015

NONPF President: Anne Thomas, PhD, ANP-BC, GNP, FAANP

Position Description:

The president-elect carries out such functions as are delegated and, in the absence of the president, acts on her/his behalf. The president-elect serves as chair and liaison for the Special Interest Groups (SIG) Steering Committee. The president-elect is also an ex officio member of the Nominating Committee and serves on the Board of Directors' Executive Committee.

Brief Overview & Outcomes of Activities 2014-2015:

SIG Activities:

Conference calls with chairs of the nine NONPF SIGs were held in July 2014 and again in April 2015. The calls were designed to provide a forum for discussion of SIG goals, progress on projects, new and anticipated projects, and to identify issues and concerns. The calls provided an opportunity for SIGs to communicate with each other and to identify areas that needed the NONPF board support and facilitation. The SIGs continue to use the web forum as a communication and work resource. A report of the SIG activities was filed with the Board.

Executive Committee and Board Activities:

As the ex officio member of the Nominating Committee, the president-elect participated on numerous phone calls to assist in the preparation of a robust and diverse slate for the 2015 election.

As a member of the Executive Committee, the president-elect was involved in numerous phone calls, e-mail discussions, conference calls, and meetings that involved NONPF's leadership and participation in national professional meetings, NONPF's November conference and annual meeting, and other work activities.

Over the last year, the president-elect has also chaired the task force to update the Adult/Gerontological Primary Care and Acute Care competencies. The goal is to revise the format and language of the current competencies so that they are congruent with the NP Core and other Population Focused Competencies.

Recommendations & Priorities for Year-Ahead:

Work closely with the nomination committee to prepare a diverse and robust slate.

Assist SIGs in leadership succession planning for new chairs.

Continue to work with the SIGs on setting priorities, work plans, and decision-making processes, which will facilitate their goals.

Overview of SIG Activities for 2014/2015:

The following summaries for each SIG reflect information obtained during SIG Steering Committee conference calls and supplemental follow up communications.

Academic Nursing Center

Chairperson: Leslie Faith Taub; Co-Chair: Gerri Collins-Bride

A current update of activities is pending. The SIG has had conversations about the name and purpose of the SIG, considering a change to a broader focus on faculty practice. The group wants to consider how to engage more SIG members in discussions.

Acute Care

Chairperson: Mary Anne McCoy; Co-Chairperson: Carol Thompson

The SIG discussed asking the NONPF Board about a paper coming from the SIG about competency issues, and A. Thomas will report back to the SIG on Board plans for papers. The SIG has engaged in discussion about issues of employment status in hospitals, dual and secondary certification, and judging competency of work activity.

Distance Learning

Chairperson: Denise Lucas; Co-Chairperson: Cathrin Carithers (Margaret Benz – advising Chair)

The SIG has been reviewing results of the survey that they completed last year and have some more questions to study about distance learning. The SIG is considering submitting a request for a new project to develop a white paper on distance learning. The SIG has instituted monthly forum questions for the group.

Gerontological

Chairperson: Evelyn Duffy; Co-Chairperson: Susan Buschinski

Sub-groups within the SIG have worked on two projects this year: (1) Identification of specific gerontological concepts to integrate into family and women's health curricula, and (2) identification of content to include on the NONPF Web site as resources for faculty to integrate more gerontological content into their program.

International SIG

Chairperson: Joyce Pulcini; Co-Chairperson: Catherine Ling

The SIG has been exploring two projects this year: (1) looking at specific NONPF documents and competencies in consideration for translation into Spanish for international colleagues to use, and (2) considering how faculties integrate global health into their curriculum. A group is building a survey for SIG members to determine interests, gaps, and how to make information accessible.

Program Director SIG

Chairperson: Kathy Ellis; Co-Chair: Nelda New (Nelda stepped down in February)

The SIG conducted two surveys of its members to identify the greatest challenges to program directors and activities for the SIG. The first survey revealed that the biggest challenge to program directors is securing clinical sites and program directors. In response, the group conducted a clinical placement survey, looking at clinical placement process in SIG members' institutions. The SIG also discussed the need for more resources for new program directors and developed a 1-pager of resources for SIG members. The SIG chair is participating in the preconference "Building Blocks for new Program Directors." The chair will continue in a mentoring role but two new SIG chairs will be in place.

- *continued* -

Psych-Mental Health

Chairperson: Tess Judge-Ellis; Co-Chairperson: Dawn Vanderhoef

A current update of activities is pending. The group previously discussed current issues of concern, including workforce, the number of faculty prepared as lifespan NPs, and how to prepare as a lifespan NP. The SIG chair and co-chair also submitted a survey proposal to the NONPF Board for consideration.

Research

Chairperson: Maureen (Reni) Courtney; Co-Chairperson: Myra Clark

A current update of activities is pending. The group had previously expressed interest in starting an online forum to discuss different research projects in people's backgrounds)

Sexual and Reproductive Health

Chairperson: Ursula Pritham; Co-Chairperson: Diane Schadewald

The S&RH SIG held a conference call last fall and agreed on development of a preconception and interconception tool kit and promotion of the WHNPs as a valued member of the health care team. For the NONPF 41st Annual Meeting, the SIG group submitted two abstracts entitled "Building Blocks for the Integration of Preconception/Interconception Care in NP Education" and "The Future of Women's Health Nurse Practitioners;" unfortunately, neither abstract was accepted. Another similar abstract submitted to the National Association of NPs in Women's Health also was not accepted. Recently, there have been a number of articles published on the topic of preconception and interconception care across the lifespan for men and women in primary care, so we concluded that our abstract was no longer innovative enough for consideration by the reviewers. The SIG held another call on 4/10 to discuss the Annual Meeting and election of a new co-chair.

NONPF President: Jane Kapustin, PhD, CRNP, BC-ADM, FAANP, FAAN

Position Description:

The Secretary attends all Executive Committee and Board of Director meetings of NONPF. As a member of the Executive Committee, the secretary assists with decision-making for many NONPF issues including responding to external inquiries from other nursing leader groups, working with other board members to draft white paper responses to major issues affecting NP education, planning for the annual meeting, serving as committee liaison from the NONPF board, and participating in other general board activities.

Brief Overview & Outcomes of Activities 2014-2015:

As a member of the Executive Committee, the secretary participated in Board activities such as revising policies, defining board priorities, promoting membership, and working on nurse practitioner educational projects. An example of a major educational project that was co-led by the secretary is the development of the preceptor orientation program. After developing a budget and gaining BOD approval, five vignettes were written and applied to scripts for filming at the University of MD School of Nursing in the fall of 2014, and they were added to the NONPF website under the preceptor portal to support clinical education.

The secretary again participated in the planning and organization of the Special Conference held fall 2014 where she co-led the session on preceptors. The preceptor vignettes were introduced to the membership along with other web-based resources available for faculty and preceptors.

The secretary position continues to work on strategies that will promote NONPF's leadership position in NP education. The secretary provides board leadership to the Member Resources Committee and participates in activities at the annual conference. Again, the secretary will provide leadership for the Program Director preconference at the 2015 annual conference.

Recommendations:

NONPF should continue to lead during the revision of the National Task Force (NTF) criteria and other national initiatives that will affect NP education. The NONPF website should be maintained as a repository of resources that provide support and guidance for NP educators and preceptors. Additional vignettes can be added to the preceptor portal along with other valuable aides. The secretary position will support board activities as the new slate of board of directors is inducted in April 2015.

Future work for the executive committee will include supporting projects that highlight NONPF such as webinars for promoting the new competencies or other NONPF projects. NONPF needs to continue to support activities that also enhance membership and financial security.

NONPF President: Geraldene Budd, PhD, FNP-BC, CRNP, FAANP

Position Description:

The responsibility of the Treasurer continues to be that of monitoring the fiscal well-being of the organization. A significant emphasis of the position continues to be to identify sources of external funding and to identify strategies for a fundraising campaign to sustain the organization for the long term. The Treasurer participates in the Capital Development and Marketing Committee.

Brief Overview & Outcomes of Activities 2014-2015:

Financial Statements

NONPF continues to contract the services of Accounting & Management Services for bi-weekly accounting services. AMS prepares checks, provides bank reconciliations, and prepares monthly financial reports. The NONPF Executive Director provides me with these reports, which I then report to the NONPF Board of Directors. Due to the scheduling of Board conference calls and the scheduling of accounting services, the Board typically receives a financial report 45-60 days after the close of the month. I review with the Board the organization's fiscal performance relative to the budget so that we can assess unanticipated expenses and areas for increased revenue.

2014 Performance and External Review

NONPF has contracted with Han & Associates to conduct an external financial review of the 2014 financials. The financial review is scheduled for early May 2015, and the NONPF leadership will provide members with the final year-end statements after the completion of the review. Preliminary statements based on the work of the NONPF accountant are provided with this report.

The 2014 year-end statements show that NONPF had a net income of \$ 84,812.93. The increase of income over expenses is attributed primarily to increased conference registrations, continued membership growth, increased sponsorship support for the conference, and controlled expenses. For 2015, our conference registrations are again higher, as well as exhibitor and sponsor revenue.

Budget

I worked with the NONPF Executive Director in fall 2014 to develop the budget for 2015. The NONPF Board of Directors approved the budget in December 2014, and NONPF is currently operating under this budget.

Capital Development & Marketing

Nancy Ridenour has provided leadership to the Capital Development and Marketing Committee, which also includes Janet Allan, Michael Carter, Sheila Melander, and me. The Committee developed a marketing statement for the organization and submitted it to the NONPF leadership for approval. The Committee also made recommendations to the NONPF Board for soliciting donations, notably to delineate clearly for donors the intended use of funds. Although NONPF continues to operate on a tight budget, any funds raised in a giving campaign should be targeted for programmatic activities and not to offset operating expenses.

Recommendations:

As Treasurer, I am recommending four priorities for the remainder of this fiscal year:

- (1) An analysis of the organization's investments and presentation of an investment strategy to the Board of Directors. Most of NONPF's investments have been in place for a long time with little oversight of their performance. The leadership previously updated the organization's investment policy yet has not taken steps to implement changes in the investment structure.
- (2) Implementation of a new giving campaign targeted at expanding the NONPF leadership mentoring program. We are completing the pilot of the program, and the Board has recognized that its success warrants a concentrated effort in securing the funds to expand the program for additional cohorts.
- (3) Targeted marketing of the organization and its resources with a goal of increasing membership and publication sales.
- (4) Continued monitoring of the organization's fiscal performance to secure sufficient net assets at the year-end to add to the reserve fund.

NONPF Balance Sheet, December 31, 2014 (Not yet confirmed by external financial review)

ASSETS

Current Assets

Checking/Savings Accounts	330,433.06
Other Current Assets (Receivables & Prepayments)	25,098.81

Total Current Assets 355,531.87

Fixed Assets 852.56

Other Assets (Investments, CDs, etc) 441,940.30

TOTAL ASSETS **798,324.73**

LIABILITIES & EQUITY

Liabilities

Accounts Payable	5,645.72
Other Current Liabilities	
Accrued Leave	3,244.68
Deferred Income - Conference	6,140.00
Deferred Conference Exhibit	11,530.00
Deferred Income - Dues	160,131.86
Total Other Current Liabilities	181,046.54

Total Liabilities 186,692.26

Equity

3000 - Opening Bal Equity	129,364.48
3900 - Retained Earnings	397,455.06
Net Income	84,812.93

Total Equity 611,632.47

TOTAL LIABILITIES & EQUITY **798,324.73**

2014 Year-End P&L Comparison with 2013 *(Not yet confirmed by external financial review)*

	Jan - Dec 14	Jan - Dec 13
Income		
40000 · Membership Dues	269,207.00	265,938.35
41000 · Conference	389,092.50	395,603.75
41200 · Special Conferences	65,415.00	49,840.00
41400 · Donations	24,144.00	23,439.63
41500 · Advertising Income	11,500.00	7,350.00
41600 · Membership Labels	1,100.00	600.00
42000 · Publication Revenue	7,710.00	7,027.00
42500 · Teleweb Conference	10,450.00	9,600.00
45500 · Product Revenue	45.00	630.00
46010 · Interest Income	2,422.96	1,820.27
46500 · Gain/Loss on Investments	19,211.64	8,867.02
Total Income	800,298.10	770,716.02
Expense		
50000 · Salaries	154,500.00	150,000.00
50100 · Payroll Taxes	12,143.01	11,799.14
50500 · Employee Benefits	17,179.44	16,440.37
51000 · Annual Conference	222,020.67	220,962.56
51010 · Audio/Production	21,555.52	23,041.46
51200 · Abstract Managment	7,746.66	4,841.67
51210 · Awards	1,665.00	1,895.00
51280 · Bad Debt Expense	0.00	11,762.97
51299 · Bank Charges	3,262.74	4,585.55
51300 · Credit Cards fees	21,574.52	17,793.93
51310 · Continuing Education	2,727.50	2,308.78
51320 · Consultants	35,076.40	17,864.36
51400 · Dues & Membership	2,279.00	2,125.00
51410 · Data Collection & Research	5,784.60	5,393.40
51450 · Depreciation	1,553.30	1,415.79
51900 · Insurance	6,516.25	6,038.17
52000 · Licenses & Fees	424.00	284.00
52340 · Membership Database	3,208.33	3,500.00
52350 · Meetings	58,479.96	47,419.06
52500 · Office Supplies	6,063.64	3,763.26
53000 · Postage	5,698.97	4,339.66
53100 · Printing	11,505.45	8,496.88
53200 · Publications exp	0.00	3,902.38
53260 · Payroll Service Fees	1,765.60	1,554.08
53300 · Professional Fees	24,537.60	21,934.25
54000 · Rent	39,681.04	34,302.95
54500 · Staff Development	1,090.00	0.00
55000 · Storage	1,651.62	1,345.56
56000 · Taxes	0.00	250.00
56100 · Telecommunications	6,877.86	6,124.04
56200 · Travel & Meals	38,916.49	25,016.86
Total Expense	715,485.17	660,501.13
Net Income	84,812.93	110,214.89

NONPF Committee Report: Curricular Leadership Committee
April 2015

Committee Chair: Kimberly Udlis, PhD, FNP-BC, APNP

Committee Co-Chair: Susan Buchholz, PhD, ANP-BC, FAANP

Committee Description:

To advise the Organization on quality curricular design, new and emerging curricula, NP program and educational guidelines development, and competency development, revision and validation. In addition, this committee will facilitate global educational consultation and resource sharing.

Committee Goals

1. Design curricular documents (standards, guidelines, competencies) for emerging areas of NP education
2. Revise and modify existing standards, guidelines, and competencies for NP education in concert with changing needs
3. Provide guidance and direction to NP programs, such as transitioning from MS to DNP, establishing new NP programs, and expanding clinical tracks.
4. Establish affiliations and linkages to influence NP education globally

As of March 2015, the Committee consists of 20 members, in addition to the Chair and Co-chair and 2 NONPF Board liaisons, registered in the Curricular Leadership Committee webpage via the NONPF website.

Brief Overview & Outcomes of Committee Activities 2014-2015:

The Curricular Leadership Committee was charged by Board to review the newly develop NP Core Competency curricular exemplars that were initially developed the NP Core Competency workgroup. Dr. Buchholz led this sub-team as Dr. Udlis was a member of the NP Core Competency workgroup. A nine-person sub-team completed the review and provided valuable input.

The Committee was also charged to engage in a dialogue regarding DNP program issues and barriers. However with the release the Rand Report "The DNP by 2015" this charge was withdrawn as the Rand Report provided a comprehensive overview of DNP program development barriers and facilitators.

Recommendations:

In anticipation of the AACN White Paper regarding the clarifications of the DNP Essentials, review and revise as appropriate, the sample curriculum templates for DNP NP education incorporating new and innovative curriculum models in addition to the newly developed curriculum content exemplars.

Committee Members 14-15:

Robin Arends
Susan Berg
Kellie Bruce
Susan W. Buchholz
Jeanne Cartier
Holly A. DiLeo
Katherine Dontje
Robyn P. Gleason
Ann Marie Hart
Annette Jakubisin Konicki
Katherine Kenny
Joyce M. Knestrick

Gary Laustsen
Shannon K. Lizer
Rhoda Murray
Colleen Paramesh
Kathleen Reeve
Susan D. Ruppert
Susan D. Schaffer
Angela Starkweather
Kimberly Udlis
Brigid Warren
Andrew Wolf
Courtney Young

**NONPF Committee Report: Member Resource Committee
April 2015**

Committee Chair: Veronica Wilbur
Committee Co-Chair: Robert Hanks
Board Liaisons: Jane Kapustin, Kristy Martin

Committee Description:

To provide leadership in expanding the membership and member benefits through activities such as recruitment of diverse faculty as well as clinical preceptors, development of international member agreements, assessment of faculty and program needs, and member communications. The committee shall also have oversight of membership recognition awards for quality work done in areas such as, teaching, practice, research, and policy.

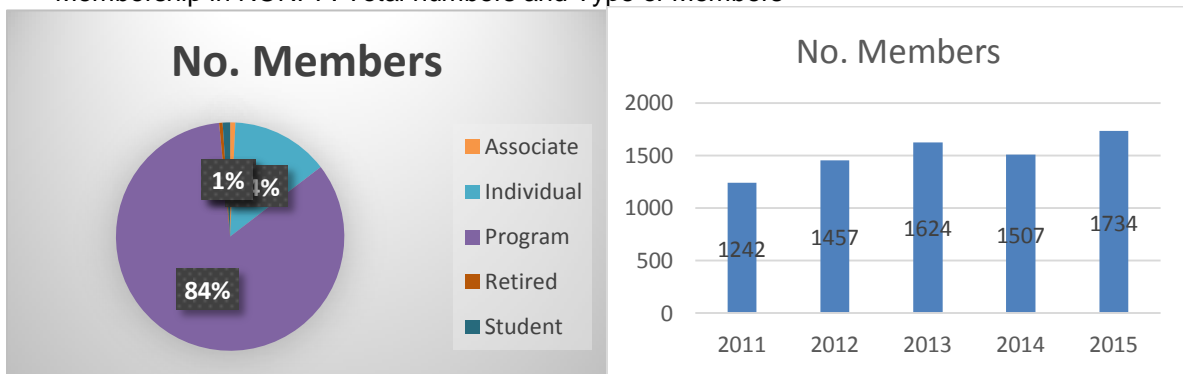
The committee's goals include the following:

1. Increase membership in NONPF, including enhancing the diversity of faculty and clinical preceptor representation, and participation of international faculty
2. Assess members' needs to inform development of resources and benefits within NONPF
3. Develop new membership benefits
4. Maintain individual profile data to identify experience and expertise of members
5. Identify opportunities for member participation in organizational activities
6. Recognize the breadth and variation of scholarship demonstrated by NP faculty

Brief Overview & Outcomes of Committee Activities 2014-2015:

The committee's activities since the last main report in April 2014 include the following:

1. Membership in NONPF: Total numbers and Type of Members



2. Meetings for 2014 - 2015
 - o April 3, 2014
 - o February 16, 2015

2. The members of the MRC reviewed and submitted the finalists for the various 2015 annual recognition awards.
3. The MRC committee spearheads the annual poster review. These poster award winners will continue to be selected by the members with input from the committee.
4. This year at the national conference there will be poster rounds led by NONPF leaders in an effort to bring more attention to the value of the posters. This effort will also enhance the selection of poster awardees.
5. As leaders in the organization, the MRC will be present at the NONPF Mixer at the national conference.
6. MRC held focus group sessions at the national conference to generate excitement and involvement of new and old NONPF members.

Recommendations:

1. Collate information from focus groups at the national conference
2. Continue to evaluate new methods of award selection for poster and leadership awards.
3. Explore new methods to increase NONPF membership

Committee Members 14-15:

Susan	Berg
Mary	Bodin
Marg	Hammersla
Megan	Keiser
Dave	LeFevers
Mary	Neiheisel
Jamie	Newland
Paula	Timoney
Susan	Williams
Bruce	Zitkus
Ksenia	Zukowsky

Committee Chair: Kathy Magdic, DNP, ACNP-BC, FAANP

Committee Description: The Nominating Committee is composed of four persons elected by the membership for a term of two years. Two members will be elected each year. The member with the highest votes will be chair of the committee in the second year of his/her term. It is the responsibility of the Nominating Committee to draft a competitive slate for annual elections. The President-elect, as an ex-officio member, serves in an advisory capacity to the Nominating Committee. The Committee will submit the slate to the Board of Directors for review and comment prior to submission to the membership. The Chair of the committee shall serve as Teller for the elections and report results at the Annual Business Meeting. Members of the Nominating Committee cannot run for a Board of Directors position during their terms on the committee.

Brief Overview & Outcomes of Committee Activities 2013-2014:

The Nominating Committee met by conference calls and via electronic mail during fall 2014 to develop the election slate. The committee identified potential candidates in early discussions, but the Call for Nominations to the general membership yielded a significant number of nominations. The committee reviewed nominee statements and selected a slate of individuals offering a range of experience and diverse perspectives. The committee also looked specifically at previous contributions to the organization and the geographic distribution of the candidates. The committee finalized the slate in January 2015 and submitted it to the Board of Directions.

In February 2015, the NONPF members participated in the online voting process. A run-off election was necessary for the Board Member at Large position, and the election results were finalized in March 2015. The NONPF membership elected the following individuals:

Secretary: Susan Buchholz, Rush University

Board Members at Large:

Kathryn Ellis, Georgetown University
Rosario Medina, University of Colorado Denver
Carolyn Rutledge, Old Dominion University
Courtney Young, Vanderbilt University

Nominating Committee:

Mary DiGiulio, Rutgers University
Shelley Hawkins, University of San Diego

Other Committee Members 14-15:

Janelle Baker, Alcorn State University
W. Dave LaFevers, University of Missouri Kansas City
Julie Stanik-Hutt, Johns Hopkins University

**NONPF Activity Report: LACE APRN Network
April 2015**

NONPF Representative: Shirlee Drayton-Brooks PhD, FNP-BC, FAANP

Activity Description:

It is an honor to serve as NONPF's representative to the LACE APRN Network. The purpose of the network is to provide a mechanism for communications concerning APRN regulatory issues. The network facilitates the implementation of the APRN Consensus Model by involving all stakeholders to advance APRN regulation. The network includes organizations that represent the Licensure, Accreditation, Certification, and Education components of APRN regulation. This year's meetings were facilitated by Dr. Maureen Cahill from the National Council of State Boards of Nursing. The network website has answers to frequently asked questions, a public discussion board, and a private virtual meeting and posting platform.

Brief Overview & Outcomes of Activities 2014-2015:

There were meetings of the LACE APRN Network most months over the last year. Meetings were virtual with telephone access. Consistent with the strategic goal of the network, ongoing discussions to clarify questions and issues related to the implementation of the APRN Regulatory Consensus Model (2008) was held. Discussions also included updates from the National Council of State Boards of Nursing on grandfathering, Compact Model legislation, the CCNE preapproval process and accreditation of post graduate certificates programs, certification examination and examination retirement and implications for programs, clinical placement issues for APRNs, and state legislation and state authorization of distance learning issues.

Recommendations for Year-Ahead:

The LACE APRN Network is an important organizational communication vehicle to support the implementation of the APRN Regulatory Consensus Model. The cost is expected to be no more than the last two years. The term of the contract will end July 2015. As NONPF is the leader in nurse practitioner education and a critical voice for nurse practitioner faculty, ongoing financial support and participation in the LACE APRN Network is important.

NONPF Representative: Joanne Pohl, PhD, ANP-BC, FAAN, FAANP

Activity Description: The Mission of NAQC is to advance the highest quality safety, and value of consumer-centered health care for all individual-patients, families and communities through a bold partnership among the nation's leading nursing organizations. NONPF is one of the founding member organizations. NAQC is now part of the American Nursing Association (ANA). NONPF has had representation on the Board since its inception.

The purpose of NAQC is to assure the following:

- a) Patients receive the right care at the right time by the right professional;
- b) Nurses actively advocate and are accountable for consumer-centered, high quality health care; &
- c) Policy makers recognize the contributions of nurses in advancing consumer-centered, high quality health care.

Brief Overview & Outcomes of Activities 2014-2015:

NAQC meets bimonthly via phone with an annual face to face meeting. Future face to face meetings will be connected with other conferences with the next one being September 14-15 when the ANA Nursing Measures Roadmap is convened. 2016 will likely be in conjunction with the National Quality Forum's annual conference. During the past year ANA has expanded the membership of NAQC.

There are 18 organizations represented on the Board, including NONPF. Fifteen members represent nursing organizations, two represent consumer groups (AARP and Mothers Against Medical Errors) and one represents the National Quality Forum (NQF). An additional 4 nursing organizations are "At Large" members. CMS has a liaison member to the Board as well.

The past year's priorities have focused on Patient Engagement that includes Commitment to Practice, Education, and Policy Development. Resources on Patient Engagement are available at: <http://www.naqc.org/Main/Resources/Publications> along with other resources.

Recommendations for Year-Ahead

NONPF representative will continue to have an active role on the Advisory Board. I would recommend NONPF continue serving on the Advisory Board to provide leadership in patient safety, patient engagement and quality care. For more information see NAQC website: <http://www.naqc.org>

**NONPF Activity Report:
National Task Force on Quality Nurse Practitioner Education (NTF)
April 2015**

NONPF Representative: Shirlee Drayton-Brooks PhD, FNP-BC, FAANP

Activity Description:

It is an honor to serve again as NONPF's representative to the National Task Force in Quality Nurse Practitioner Education. The NTF was co-convened by NONPF and the AACN to review and revise the Criteria for Evaluation of Nurse Practitioners Programs.

Brief Overview & Outcomes of Activities 2014-2015:

The NTF is being facilitated by Ruth Kleinpell PhD RN FAAN FCCM and Joanne M. Pohl, PhD, ANP-BC, FAAN, FAANP. There was one face to face meeting of the NTF on February 10, 2015 in Washington, DC with subsequent teleconference meetings of working groups. The fifth edition of the criteria is expected to be released in early 2016. Salient issues are the use of simulation in clinical education, faculty/student ratios, and evaluation. Work on these issues is in progress.

Recommendations for Year-Ahead:

The NTF to establish updated Criteria for the Evaluation of Nurse Practitioner Programs is an important organizational vehicle to assure quality programs that meet the needs of the public. NONPF's ongoing support to the NTF is essential and congruent with NONPF's vision, mission, and goals.

NONPF Executive Director: Kitty Werner, MPA

Brief Overview & Outcomes of Activities 2014-2015:

After one full membership cycle of our new membership management system, we have worked out many of the glitches and members are more familiar with the benefits of the system. We reported last year on a slight dip in membership likely attributable to challenges by some in using the system; this year, we have caught up on membership and continue in our growth pattern. Candice Hoffman, Meetings and Membership Manager for NONPF, continues to do a wonderful job in managing the membership system amidst all her other activities and conference planning.

For the annual conference, we try new features each year and add a little overall polish to the meeting. We hope that conference attendees will enjoy using the new MeetingApp to track the program schedule and access online abstracts and handouts. We continue to provide the USB drive, but the MeetingApp has the most current materials. We are introducing Poster Rounds on Friday and Saturday mornings in an effort to give more attention to the valuable poster presentations. Many thanks to the members who agreed to be poster round leaders to facilitate discussion. Meeting attendees and the Member Resources Committee will again decide on the best poster each day to receive a \$200 award from APEA and Dr. Mary Neiheisel. The program as a whole reflects the input and planning of the engaged Conference Committee, and the poster and podium presentations are the result of the blind, peer review by the Abstract Review Committee. Check out the committee lists in the conference syllabus to see how many members were involved! We welcome your feedback on any of the conference changes.

While annual conference planning and membership activities are significant foci for the national office, we also provide staff support for many activities and initiatives detailed in other reports. A few of the significant activities of the year included the planning for the November Special Topics Conference, working the consultant Nancy Winslade in developing a competency-based evaluation tool, working with Board members on developing sample case studies tied to NP core competencies, moving new resources to completion, and supporting the Leadership Mentoring Pilot Program. We also continue to support our collaborative policy activities, such as serving on the Interagency Collaborative on Nursing Statistics (ICONS- <http://www.iconsdata.org/> - a collaborative of nursing organizations engaged in research activities, having a seat on the NP Roundtable, participating in the Nursing Community and the APRN Collaborative, and continuing membership in the Coalition for Patient Rights.

The NONPF leadership had approved last spring the hire of a permanent, part-time staff support person. Our hire of someone fell through in September, so we opted instead to secure a long-term placement of a part-time temp to carry us through the November conference. We were very fortunate to have Mariah Blake join us as a program assistant. We offered Mariah the opportunity to work full-time with us through the annual conference, and she has been an invaluable addition to the conference planning team. Mariah needs a full-time position on a permanent basis rather than the part-time position we can offer, so she will likely be leaving us in the weeks after the conference.

Priorities for Year-Ahead:

We did not manage to schedule the Web site revision, so we will be moving forward with that in the early summer. We also have as a top priority to continue expansion of the Preceptor Portal and other Web site resources, as well as to complete any outstanding publications. We intend to continue the discussion with the Board about the needed infrastructure for the national office to support sufficiently the activities of the organization and the membership. On a personal note, I would like to add that it has been a pleasure working with Sheila Melander in the first year of her presidency. Her energy and enthusiasm are definite motivators! I also appreciate having the opportunity to continue working with several past presidents on specific initiatives and to work with such a distinguished Board and staff team.

2015-2016 NONPF BOARD OF DIRECTORS

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Minutes of the NONPF Annual Business Meeting
April 5, 2014
Denver, Colorado

Submitted by Dr. Jane Kapustin, Secretary
Minutes Review Committee: Dr. Patty Hale, Dr. Sharon Locke

The business meeting was called to order by NONPF President, Dr. Debra Barksdale at 12:30pm. The first order of business was to read the rules for conducting business meeting (read by J. Kapustin) and the appointment of the minutes review committee as above.

Dr. Barksdale opened the meeting with a review of the NONPF strategic initiatives that were developed over the year to offer guidance to NONPF members as master's education evolves to doctoral level. Initial projects included a DNP toolkit, curriculum templates, guidance for titling the DNP project, and summarizing DNP research course sequences in select schools.

The subsequent themes that NONPF posits:

- The DNP is a degree, not a role, and NONPF supports the educational framework for preparing NPs at the doctoral level.
- Core competencies for all NPs at graduation are consistent, and NONPF led the project of defining population focused competencies.
- Education for NPs should be at the doctoral level

To address issues identified at the annual conference in 2013, NONPF held a special meeting ("NP Education Today, NP Education Tomorrow) in November 2013 to clarify and seek members' opinions on a variety of clinical education topics including clinical education models, specialty versus non-specialty clinical hours, clinical site visits, use of simulation, preceptor resources, faculty workload, and faculty practice. The meeting was started with a special presentation by Mr. Patrick Mendenhall and Suzanne Gordon to review the concepts of team work and use of simulation in the field of airline safety. Dr. Barksdale reviewed the main points that were clarified and discussed by briefly displaying the results of voting on "clicker questions" to help set the stage for NONPF's progress on the resultant initiatives. Emphasis was placed on critical components of supporting clinical education and clinical education reform. The Executive Summary is available on the NONPF website for members to review.

The following topics were selected for the next initiatives:

- Clinical education topics work group
- Competency-based education work group
- Preceptor issues work group
- Faculty workload
- Faculty practice

NONPF sponsored a reception to welcome the NLN to Washington, DC following their move from New York.

Two webinars were held last year and were well attended. Dr. Bernadette Melnyk has committed to conducting one in the future on faculty practice and another webinar on the population focused competencies will be offered free of charge in the near future.

NONPF continues to collaborate with AACN on joint data collection efforts to track the NP enrollment and graduation data.

Dr. Barksdale developed a pilot mentored leadership program as a deliverable related to her Robert Wood Johnson Nurse Executive Fellows project, and she introduced several newly chosen "interns" for the first cohort. They were chosen specifically to promote diversity in future nursing leadership roles.

To exemplify her work in leadership development, Dr. Barksdale shared her TED Talk video with the theme of "Out of the Mud" to describe her own leadership development journey. The audience was captivated and moved by her video and she received a standing ovation.

Dr. Barksdale requested additions to the reports of all executive board members' reports, and none were offered with the exception of the treasurer's report. Dr. Julie Marfell added several additional points and opened the discussion for review of the budget. She offered appreciation for our membership dues and our sponsors. NONPF's regularly scheduled audit was seamless and revealed no issues, and there was no further discussion. She reminded us that NONPF produced a profit of approximately \$90,000 this fiscal year.

There were several special committee report additions.

- Dr. Nancy Ridenour reminded the audience about our "\$40 for 40" campaign and reminded members to donate any amount.

- Dr. Jamie Newland announced the work of the nominating committee with acknowledging members J. Baker, C. Blair, and K. Magdic. The elected board members for 2014-2015:
 - Dr. Anne Thomas, president-elect
 - Dr. Geri Budd, treasurer
 - Dr. Andrea Wolf, board member-at-large

The new nominating committee members were announced: Dr. Dave LaFevers, Dr. Julie Stanik-Hutt, Dr. Janelle Baker (continuing), and Dr. Kathy Magdic (Chair).

- Dr. Gary Lausten presented some preliminary results from the faculty practice survey recently conducted. He reminded members to send NONPF examples of models to share (brief 1-2 page description) by June 1, 2014. They will be reviewed by the SIG as well as the board prior to being posted on the NONPF website to share with members.

New Business:

Dr. Barksdale opened the floor for new business

1. NONPF board is considering a change in committee structure to help facilitate and streamline efficiency while allowing more members to get involved. Task forces are being considered to work on very specific projects. This change would necessitate a change in by-laws and members will be informed as decisions are made.
2. Dr. Barksdale announced that NONPF supports the adoption of the Consensus Model's implementation date of 2015. Included in the document is the regulatory section, LACE.
3. MJ Henderson encouraged all members to donate to the "\$40 for 40" campaign and pointed out how easy it is to donate online or submit check/cash. NONPF would love to report 100% member participation.

The out-going board members, Dr. Lynne Dunphy and Dr. Julie Marfell, were acknowledged and thanked for their notable contributions to NONPF for the last 4 years. In-coming board members, Anne Thomas, Geri Budd, and Andrea Wolf, were announced and introduced.

Dr. Sheila Melander was introduced as NONPF's new president, and she gave her presidential address. She acknowledged NONPF's past presidents and emphasized an energized and proactive future for NONPF that will focus on piloting new curriculum models and working collaboratively with other organizations.

The business meeting was then adjourned.

Minutes submitted by Dr. Jane Kapustin
Secretary, NONPF