

Allentown Hospital School of Nursing, Annual Report, 1963

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ALLENTOWN HOSPITAL SCHOOL OF NURSING

ANNUAL REPORT

Year ending June 30, 1963

TO: Laura E. Baughn, Director of Nursing

FROM: Adele M. Miller

POSITION: Associate Director, School of Nursing

I. BELIEFS AND OBJECTIVES

- A. The beliefs and objectives of the School of Nursing are found in the School of Nursing Bulletin, pages 15-18.
- B. The current statement of beliefs was formulated in June 1959, by the total faculty and was reapproved by the faculty in September 1962.
- C. The current statement of objectives was formulated in June 1959, by the total faculty. The objectives were re-edited and minor revisions made in November 1962, by the total faculty.
- D. The beliefs and objectives are reviewed annually by the total faculty.

II. SUMMARY OF CURRICULUM (see attached copy)

III. INSTRUCTIONAL PERSONNEL

- A. School of Nursing Faculty and Cooperating Agencies (see attached copy-- as reported to State Board of Nursing Education and Licensure.)
- B. Resource Personnel, contributing to instruction of students.

1. Medical-Surgical Nursing

a. Medical Staff:

George S. Boyer, M.D.
Lewis Brinton, M.D.
Joshua Davies, M.D.
Robert H. Dilcher, M.D.
Karl-Albert Dresen, M.D.
Harold E. Everett, M.D.
Frederick Fister, M.D.
M. J. Friedberg, M.D.

Frederick G. Helwig, M.D.
Herbert L. Hyman, M.D.
Samuel J. Silberg, M.D.
Stanley Snyder, M.D.
R. J. Stringer, M.D.
Allen E. Trevaskis, M.D.
Jack A. Young, M.D.

b. Other:

Representative from Air Products -- Oxygen Therapy
Representative from Bell Laboratories, N. Y. -- Artificial Larynx
Representative from Western Electric Co. -- Artificial Larynx
Representative from Blind Association (Tour)
Mr. Norman Houser -- Care of Patient in Traction and Casts
Mr. Ernest Boas -- Orthopedic Appliances

Year First

1.	2.	3.	4.	5.	6.
Quarter	Course Title	Total Hours of Instruction	Classroom Instruction and Laboratory Hours	Clinical Conference Hours	Clinical Laboratory (Hours or Weeks)
1st 13 weeks	Anatomy and Physiology	60	60		
	Chemistry	60	60		
	Microbiology	15	15		
	Fundamentals of Nrsg.	60	60		26 hours (2 hrs./wk.)
	Introd. to Social Sciences	20	20		
	History of Nursing	10	10		
	SUBTOTAL	225	225		
2nd 11 weeks	Anatomy and Physiology	60	60		
	Chemistry	60	60		
	Microbiology	15	15		
	Fundamentals of Nrsg.	50	50		44 hours (4 hrs./wk.)
	Introd. to Social Sciences	20	20		
	History of Nursing	5	5		
	Nutrition	15	15		
2 weeks vacation	SUBTOTAL	225	225		
3rd 12 weeks	Anatomy and Physiology	60	60		
	Chemistry	60	60		
	Microbiology	15	15		
	Fundamentals of Nrsg.	50	50		70 hours (6 hrs./wk.)
	Introd. to Social Sciences	20	20		
	Nutrition	15	15		
1 week vacation	SUBTOTAL	220	220		
4th 11 weeks	Fund. of Nursing--				
	Introd. to Med.-Surg. Nursing	30	15	15	11 weeks
2 weeks vacation	SUBTOTAL	30	15	15	11 weeks
52 weeks	First Year Total	700	685	15	
	Percent	46.05			

Year Second

1.	2.	3.	4.	5.	6.
Quarter	Course Title	Total Hours of Instruction	Classroom Instruction and Laboratory Hours	Clinical Conference Hours	Clinical Laboratory (Hours or Weeks)
5th 13 weeks	Med.-Surg. Nursing	146	128	18	13 weeks*
	SUBTOTAL	146	128	18	13 weeks
6th 11 weeks	Med.-Surg. Nursing	130	114	16	9 weeks**
	including: Hys. Med. & Rehab.				2 weeks
2 weeks vacation	SUBTOTAL	130	114	16	11 weeks
7th 12 weeks	Operating Room Nrsg.	20	12	8	6 weeks
	Commun. Dis. Nrsg.	33	28	5	6 weeks
1 week vacation	SUBTOTAL	53	40	13	12 weeks
8th 13 weeks	Psychiatric Nursing	120	95	25	13 weeks
	SUBTOTAL	120	95	25	13 weeks
52 weeks	Second Year Total Percent	449 29.54	377	72	

* Includes 48 hours clinical laboratory experience in diet therapy.
 ** Includes 32 hours clinical laboratory experience in diet therapy.

Year Third

1.	2.	3.	4.	5.	6.
Quarter	Course Title	Total Hours of Instruction	Classroom Instruction and Laboratory Hours	Clinical Conference Hours	Clinical Laboratory (Hours or Weeks)
9th 12 weeks	Maternity Nursing	105	80	25	12 weeks
1 week vacation	SUBTOTAL	105	80	25	12 weeks
10th 12 weeks	Nursing of Children	105	80	25	12 weeks
1 week vacation	SUBTOTAL	105	80	25	12 weeks
11th 13 weeks	Med.-Surg. Nursing, including Intravenous Therapy	38	33	5	8 weeks*
	Community Health and Emergency Nursing	15	10	5	1 week
	Seminars in Administr.	25	25		4 weeks
	Professional Adj. II	15	15		
13 weeks	SUBTOTAL	93	83	10	13 weeks
12th 11 weeks	Med.-Surg. Nursing	18	17	1	11 weeks**
	Community Health and Emergency Nursing	15	15		
	Seminars in Administr.	20	20		
	Professional Adj. II	15	15		
2 weeks vacation	SUBTOTAL	68	67	1	11 weeks
52 weeks	Third Year Total Percent	371 24.41	310	61	
	GRAND TOTAL	1520	1372	148	

* Includes 4 hours clinical laboratory experience in diet therapy.

** Includes 6 hours clinical laboratory experience in diet therapy.

FACULTY OF CONTROLLING AGENCY

List administrative and instructional (nurse and non-nurse) personnel who participated in program during past year.

* Use code (#) beside names of those remaining on faculty at time of this report.

** For nurse faculty - list education beyond basic nursing program.

Name and Title of Position	Date of Appt. to this Agency	Date of Appt. to Present Position	Areas of Responsibility	Total Hrs. of Planned Instruction (formal, lab., conference)	Full or Part Time	Date of Grad. from Basic Nursing Program	** Educational Preparation (List specific degree)
#Laura E. Baughn Director of Nursing	Mar. 1959	Mar. 1959	Responsible to the Hospital Administrator for the administration of the School of Nursing and Nursing Service. Instructor in Seminars in Administration (Introduction to Concepts, Principles, and Methods of Administration at level of senior student and young graduate practitioner of professional nursing.)	45	PT	1937	B.S.N.Ed. M.S.N.Ed. Major-Nursing Service Administration
#Adele M. Miller Associate Director School of Nursing	Sept. 1923	Sept. 1940	Responsible to the Director of Nursing for administration of the School of Nursing. Instructor in Professional Adjustments I Professional Adjustments II	64	FT	1922	B.S.N.Ed. M.A.Ed. Major-Education
#Anne O. Winkler Assistant Director School of Nursing	Feb. 1942	Dec. 1957	Responsible to Associate Director, School of Nursing for assisting with administrative duties. Plans and coordinates total curriculum-- formal courses of study; clinical assignments. Coordination and interpretation of areas of study given at Muhlenberg College. Instructor in: Microbiology Skills of Communication	186	FT	1941	B.S.N. M.S.Ed. Major-Administration in Schools of Nursing 42 credits toward Ed.D.

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#Josephine M. Ritz Coordinator, Fundamentals of Nursing	July 1950	Aug. 1961	Responsible to Associate Director, School of Nursing for: Planning, implementing and evaluating Fundamentals of Nursing, including clinical practice. Instructor in: Fundamentals of Nursing Pharmacology	153 350*	FT	1947	B.S.N.
#Viola A. Diehl Instructor, Fundamentals of Nursing	Aug. 1960	Aug. 1960	Responsible to Coordinator of Fundamentals of Nursing for assisting with planning, supervision and evaluation of clinical practice. Instructor in Fundamentals of Nursing	92 520*	FT	1947	B.S.N.
#Jean E. Christofaro Instructor, Fundamentals of Nursing	June 1961	June 1961	Responsible to Coordinator of Fundamentals of Nursing for assisting with planning, supervision and evaluation of clinical practice. Instructor in Fundamentals of Nursing	81 540*	FT	1959	B.S.N.
#Margaret M. Shegina Coordinator, Medical-Surgical Nursing	Jan. 1959	Jan. 1959	Responsible to Associate Director, School of Nursing for planning and coordinating formal and clinical instruction for students in Medical-Surgical Nursing. Directs Medical-Surgical Nursing Instructors. Instructor in Medical-Surgical Nursing Care of Patients: Cardiovascular Conditions Endocrinologic Diseases Medical-Surgical Nursing III	70	FT	1943	B.S.N.Ed. M.S.Ed. Major-Administration in Schools of Nursing 6 credits post-masters
#Ruth M. Blehm Instructor, Medical-Surgical Nursing	Nov. 1957	Nov. 1957	Responsible to Coordinator of Medical-Surgical Nursing for clinical instruction and supervision of students in selected Medical-Surgical areas. Instructor in Medical-Surgical Nursing Care of Patients: Gastro-Intestinal Conditions Respiratory Conditions	95	FT	1949	B.S.N.Ed. 12 credits toward masters.

* - Supervision of Freshman students in clinical practice.

#Dorothy J. Cyda Instructor, Medical-Surgical Nursing	Mar. 1954	Mar. 1954	Responsible to Coordinator of Medical-Surgical Nursing for clinical instruction and supervision of students in selected Medical-Surgical areas. Instructor in Medical-Surgical Nursing Care of Patients: Orthopedic Conditions Neurological Conditions	65	FT	1952	B.S.N.
Helen K. Neubauer Instructor, Medical-Surgical Nursing	May 1956	Mar. 1958	Responsible to Coordinator of Medical-Surgical Nursing for clinical instruction and supervision of students in selected Medical-Surgical areas. Instructor in Medical-Surgical Nursing Care of Patients: Integumentary Diseases Eye and Ear Diseases	31 25*	FT	1948	B.S.N.
Alma M. Urffer Instructor, Medical-Surgical Nursing	Aug. 1938	Jan. 1958	Responsible to Coordinator of Medical-Surgical Nursing for clinical instruction and supervision of students in selected Medical-Surgical areas. Instructor in Medical-Surgical Nursing Care of Patients: Urinary and Reproductive Conditions	34	FT	1923	B.S.N.Ed.
#Susanne F. Potter Assistant Instructor, Medical-Surgical Nursing	Sept. 1962	Sept. 1962	Responsible to Coordinator of Medical-Surgical Nursing for clinical instruction and supervision of students in selected Medical-Surgical areas.	20	FT	1962	9 credits toward bachelors
#Janice M. Pierce Instructor, Nutrition and Diet Therapy	July 1960	July 1960	Responsible to the Associate Director School of Nursing for: Formal instruction in Nutrition and Diet Therapy. Planning and supervising the students in their integrated Diet Therapy Experience.	386 123**	FT		B.S. Home Economics Major-Institutional Administration
* - Supervision of Freshman students in ** - Student-Patient Instruction and Orientation of Freshman students to tray service.							

#Marion C.L. Choke Instructor, Operating Room Nursing	Feb. 1953 (PT)	July 1960	Responsible to the Associate Director, School of Nursing for formal and clinical instruction and supervision of students in Operating Room Nursing.	104	FT	1946	PG (Operating Room Nursing) New York Polyclinic Medical School and Hospital 37 credits toward bachelors
Janice R. Wint Head Nurse and Instructor in Communicable Disease Nursing	Sept. 1960	Sept. 1960	Responsible to Coordinator, Nursing of Children for: Instruction of students in Communicable Disease Nursing, Administration and supervision of the Communicable Disease Unit.	90	PT	1953	16 credits toward bachelors
#Carol Beth Edwards Head Nurse and Instructor in Communicable Disease Nursing	Feb. 1962	Feb. 1962	Responsible to Coordinator, Nursing of Children for: Instruction of students in Communicable Disease Nursing, Administration and supervision of the Communicable Disease Unit.	43	PT	1962	9 credits toward bachelors
#Agnes P. Edmondson Coordinator, Maternity Nursing	Mar. 1960	Mar. 1960	Responsible to Associate Director, School of Nursing for planning and coordinating formal and clinical instruction for students in Maternity Nursing. Instructor in Maternity Nursing. Responsible to Associate Director, Nursing Service for administration and supervision of Obstetric Department.	320	PT	1938	B.S.Ed.
#Ruth E. Goodman Instructor, Maternity Nursing	Jan. 1961	Jan. 1961	Responsible to Coordinator of Maternity Nursing for clinical instruction and supervision of students in Maternity Nursing.	100	FT	1960	13 credits toward bachelors

#Grace E. Laubach Coordinator, Nursing of Children	June 1958	June 1958	Responsible to Associate Director, School of Nursing for planning and coordinating formal and clinical instruction for students in Nursing of Children and Communicable Disease Nursing. Instructor in Nursing of Children. Responsible to Associate Director, Nursing Service for administration and supervision of Pediatric Department and Communicable Disease Unit.	278	FT	1953	<u>Pre-Basic:</u> Hood College 63 credits toward bachelors. <u>Post-Basic:</u> M.A. in the field of Curriculum and Teaching, Maternal and Child Health
#Jacquelin M. Walsh Instructor, Nursing of Children	Dec. 1959	Dec. 1959	Responsible to Coordinator of Nursing of Children for planning and assisting with the clinical instruction and supervision of students in Nursing of Children.	222	FT	1959	<u>Pre-Basic:</u> Moravian College 64 credits toward bachelors <u>Post-Basic:</u> 19 credits toward bachelors
#Carrol L. Readinger Counselor, Instructor, Social Sciences and History of Nursing	Oct. 1958	Oct. 1958	Responsible to the Associate Director School of Nursing for: Organization and Administration of the Counseling Program. Instructor in: History of Nursing Social Sciences "Special" testing of selected applicants to school.	196	FT	1943	B.A. Psychology 44 credits toward masters (Clinical Psychology)
#Dolores J. Kotsch Director of Recruitment	Oct. 1958	Oct. 1958	Responsible to Associate Director School of Nursing: Directs activities pertaining to recruitment of students. Interviews each applicant; visits high schools.		FT	1951	PG (Communicable Diseases) Philadelphia Hospital for Contagious Diseases 11 credits toward bachelors

<p>#Verona H. Schray Supervisor, Health Service Instructor, Community Health and Emergency Nursing</p>	<p>Jan. 1951</p>	<p>Jan. 1951</p>	<p>30</p>	<p>PT</p>	<p>1932</p>	<p>19 credits toward bachelors</p>
<p>Responsible to Associate Director, School of Nursing for Health Program for Students. Instructor in Community Health and Emergency Nursing. Responsible to Associate Director, Nursing Service for Health Program for Nursing Service personnel.</p>	<p>Jan. 1951</p>	<p>Jan. 1951</p>	<p>30</p>	<p>PT</p>	<p>1932</p>	<p>19 credits toward bachelors</p>
<p>#Gladys E. Hersh Librarian</p>	<p>Aug. 1956</p>	<p>Aug. 1956</p>	<p>PT</p>	<p>PT</p>	<p></p>	<p>Pre-Basic: B.S. (Major-Biology) Post-Basic: B.S.L.S. (This degree is now M.S.L.S.)</p>
<p>#Joan Eilene Spencer Residence and Social Director</p>	<p>Feb. 1963</p>	<p>Feb. 1963</p>	<p>FT</p>	<p>FT</p>	<p></p>	<p>A.B. Majors--Music and Secondary Education</p>

INSTRUCTIONAL PERSONNEL OF COOPERATING AGENCY

List administrative and instructional (nurse and non-nurse) personnel.

ALLENTOWN STATE HOSPITAL, Allentown, Pennsylvania (Psychiatric Affiliation)

Name and Title of Position	Areas of Responsibility	*Educational Preparation
**Marie M. Duell Director, of Nursing	Administrator of Nursing Department Administrative Conferences Counseling Students	B.S.N.Ed. 20 credits toward masters.
Florence Berger Assistant Director of Nursing	Coordinates - Nursing Services	B.S.Ed.
Hazel Roth Assistant Director of Nursing	Coordinates - Attendants' Education	B.S.Ed.
Ruth Ford Assistant Director of Nursing	Coordinates - Nursing Service and Teaching in Children's Division	12 credits toward bachelors
Esther J. Kline Educational Director	Directs Affiliate Nurse Program Counseling Students Psychiatric Nursing	B.S.Ed.
Florence Kistler Clinical Instructor	Clinical Teaching - Rotating with students on 3 units. Psychiatric Nursing Counseling Students	B.S.
Charlotte Wieser Clinical Instructor	Clinical Teaching - Rotating with students on 3 units. Psychiatric Nursing Counseling Students	B.S.Ed.
Grace McCarthy Clinical Instructor	Clinical Teaching - Rotating with students on 3 units. Psychiatric Nursing Counseling Students	B.S.Ed.
Margaret Kistler Clinical Instructor	Clinical Teaching - Rotating with students on 3 units. Psychiatric Nursing Counseling Students	B.S.

* For nurse faculty - List education beyond basic nursing program.

** Deceased - June 1963.

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INSTRUCTIONAL PERSONNEL OF COOPERATING AGENCY

List administrative and instructional (nurse and non-nurse) personnel.

1K.

Name and Title of Position	Areas of Responsibility	*Educational Preparation
LEHIGH COUNTY PUBLIC HEALTH NURSING ASSOCIATION, INC., Allentown, Pennsylvania Anna M. Voelker Executive Director	Instructor in: Social Problems	B.S., N.Ed. M.A. Administration
MUHIENBERG COLLEGE, Allentown, Pennsylvania Alice T. Griffith Instructor in Chemistry	Instructor: Chemistry	B.S. M.S.
Brooke D. Fulford Instructor in Anatomy and Physiology	Instructor: Anatomy and Physiology	B.S. M.S. D.D.S.

III. INSTRUCTIONAL PERSONNEL (continued)

B. Resource Personnel (continued)

2. Fundamentals of Nursing

a. Clergy: (Religious practices as they are related to patient care.)

Rabbi William Greenburg

Father James Sweeney

Reverend Lee Angstadt

b. Other:

Mr. Francis Baer -- Fire Prevention and Use of Fire Equipment

Mr. Richard Steigerwalt, Physical Therapist -- Principles of Massage

3. Microbiology

Mr. Ernest Christine -- Water Filtration Plant

4. Professional Adjustments II

Captain Patricia Crawford -- Air Force Nurse Corps

Major Louise A. Whalen -- Army Nurse Corps

Lieutenant Althea Livirre -- Navy Nurse Corps

William A. Steckel -- Attorney-at-Law

Miss Ardis Gaumer -- Supervisor, School Nurses -- Role of School Nurse

Mrs. Elizabeth Weller -- Occupational Health Nursing -- Mack Trucks, Inc.

5. Maternity Nursing

a. Medical Staff:

M. D. Chefetz, M.D.

Forrest G. Moyer, M.D.

Frances C. Schaeffer, M.D.

Charles W. Renninger, M.D.

b. Other:

Mrs. Geraldine Moyer -- Formula Prescription Service -- Tour

Mrs. Teno -- Social Worker -- Adoptions

6. Nursing of Children

a. Medical Staff:

Frederick G. Helwig, M.D.

Forrest G. Moyer, M.D.

Anthony Pennisi, M.D.

David A. Tilly, M.D.

Allen E. Trevaskis, M.D.

John S. Wheeler, M.D.

Stanley S. Yarus, M.D.

Hilda G. Ruch, M.D.

b. Other:

Mr. Otis Rothenberger -- Principal Hiram Dodd School -- Handicapped Children

Mr. Brasuell -- Executive Director -- Cleft Palate Clinic

Mrs. Ruth Cassel -- Play Therapy

Mrs. Esther Swain -- Swain Day School (Student Observation)

Faculty Members -- Swain Day School (Student Observation)

7. Nutrition and Diet Therapy

a. Medical Staff:

Frederick G. Helwig, M.D.

b. Other:

Mr. James Burdette -- Arbogast & Bastian Meat Packing Plant - Field Trip

Mr. John Herrmann -- Freihofer's Bakery - Field Trip

Mrs. Marie Proctor -- Lehigh Valley Dairy - Field Trip

Mrs. Louise Earley -- William Allen High School - Tour (Lunch Program)

III. INSTRUCTIONAL PERSONNEL (continued)

B. Resource Personnel (continued)

8. Operating Room Nursing

a. Medical Staff:

Jack A. Young, M.D.

b. Other:

Mr. Phillips -- Ethicon Suture Company

9. Pharmacology

Mr. Albert Weber -- Hospital Pharmacist - Orientation to Hospital Pharmacy - State and National laws regarding dispensing of drugs

10. Skills of Communication

Miss Anne Laubach -- Bell Telephone "Your Voice Is You"

11. Community Health and Emergency Nursing

Mrs. Grace Remaley -- District Supervisor State Public Health Nurses - State Health Facilities

Dr. Dimmerling -- Department of Agriculture, Bureau of Animal Industry - Meat Inspection

Dr. Merton Hill -- Health Officer City of Allentown - Functions of City Health Department

Dr. Charles Sell -- Director of Home Care Program - It's Purposes and Functions

Disaster Shelter -- Fair Grounds - Tour

12. Seminars in Administration

Mr. Orlando Bowen -- Hospital Administrator

Miss Ora K. Phillips -- Associate Director, Nursing Service

Miss Evelyn M. Christine -- Assistant Director of Nursing in Charge of In-Service Education

Mrs. Margaret M. Weider -- Assistant Director of Nursing in Charge of Personnel Functions

13. Religious Convocation

Reverend John Ickes

Reverend James Garrison

Father John McNamara

Reverend Grant Harrity

Reverend David Powell

Father Henry Strassner

Dr. Walter Eastwood

Reverend Walter Kuntzleman

Father Harry Hynes

Rabbi William Greenburg

Reverend Richard Stough

Other:

Mrs. Betty Reisner, R.N.

Miss Marian Hopkins, R.N.

Mr. Orlando Bowen -- Hospital Administrator

IV. FACULTY ACTIVITIES

A. Faculty Organization

1. Revision of Faculty Organization Bylaws - November 1962; the major changes being
 - a. Membership of Faculty Organization
 - (1) to provide for full membership for the Residence and Social Director
 - b. Committees
 - (1) special changed to standing
 - Joint Chapel - name changed to Religious Convocation
 - Social - no change in name
 - Study of State Board Results - name changed to Evaluation
 - (2) Minor changes in membership and functions

B. Appointments, resignations and other changes

1. Appointments

Assistant

Miss Susanne F. Potter -- Instructor, Medical-Surgical Nursing
Miss Carol B. Edwards -- Head Nurse and Instructor, Communicable Disease Nursing
Mrs. Joan E. Spencer -- Residence and Social Director

2. Resignations

Miss Alma M. Urffer -- Instructor, Medical-Surgical Nursing
Mrs. Helen K. Neubauer -- Instructor, Medical-Surgical Nursing
Miss Janice R. Wint -- Head Nurse and Instructor, Communicable Disease Nursing

3. Other Changes

Transfer from part-time to full-time -- Mrs. Janice M. Pierce -- Instructor,
Nutrition and Diet Therapy

C. Attendance at and participation in

1. Meetings of Faculty Organization, its standing committees and special committees (activities recorded in the minutes).

2. Inservice Programs

October 15-22-29, 1962	- Poise and Personality Development	- Lecture and Demonstration by Fashion Consultant
November 5-12-19, 1962		
December 6, 1962	- Book Review: <u>Newer Dimensions of Patient Care, Part II</u> , by Esther Lucile Brown	- Panel Discussion led by two Instructors and two Head Nurses
November 21-28, 1962	- Basic Concepts of Tests and Measurements	- Lecture and Discussion by Faculty Members
December 5-12-19, 1962		
January 9-16, 1963		
January 17-18, 1963	- Test Construction	- Workshop -- Director of Test Construction Unit of NLN
January 30, 1963	- Basic Concepts of Tests and Measurements	- Lecture and Discussion by Faculty Members
February 13-20-27, 1963		
March 6, 1963		
May 23, 1963	- Programmed Instruction	- Lecture and Discussion by Faculty Members

IV. FACULTY ACTIVITIES (continued)

C. Attendance at and participation in (continued)

2. Inservice Programs

In addition, representatives of the faculty attended other educational programs as conducted for medical and nursing service staffs; for example, four faculty members attended a workshop on the rehabilitation of the CVA patient as conducted by faculty from a nearby medical university. Also, coordinators in the Medical-Surgical and Nursing Fundamentals Departments conducted weekly meetings with their respective instructors, at which time they discussed topics related to their needs or particular areas; for example, one discussion was on the "Improvement of Teaching Methods in the Classroom and Clinical Area."

3. Hospital and School of Nursing activities

- a. Annual Meeting Allentown Hospital Association
- b. School of Nursing parties, dances, and other extra-curricular activities
- c. Capping Exercises -- St. John's Evangelical Lutheran Church
 - (1) conference with pastor preceding
- d. Commencement activities
 - (1) Junior-Senior Dinner -- Lehigh Valley Club
 - (2) Alumnae Association Dinner Dance -- Frolics Ballroom
 - (3) Rotary Club Luncheon -- Americus Hotel
 - (4) Baccalaureate Services -- St. Michael's Evangelical Lutheran Church
 - (a) conference with pastor preceding
 - (5) Graduation Exercises -- William Allen High School
- e. Student Association and Council Meetings
- f. Advisory Committee to School of Nursing Meetings
- g. Visit of NLN Accrediting representative
- h. Visit of Consultant -- State Board of Nursing Education and Licensure
- i. Conference with Instructors in Chemistry and Anatomy and Physiology at Muhlenberg College
- j. Meeting with Muhlenberg College president and faculty to discuss the agreement between the college and school of nursing.
- k. Meetings of Nursing Department, Nursing Service Organization and Committees
- l. Meetings at Allentown State Hospital for representatives of affiliating schools of nursing (annual and curriculum committee)
- m. "Open House" recruitment activity
- n. Recruitment luncheons
- o. Religious Convocation for students
- p. Senior Chapel and Breakfast (Class of 1962)
- q. Reception for Class of 1965 by President and Mrs. Erling N. Jensen - Muhlenberg College
- r. Hospital Christmas Party
- s. Doctor's Library Committee Meetings

4. Professional Nursing Organization meetings

- a. PLN Area #2, Business and Program
- b. PLN and HAP Meeting - Harrisburg
- c. NLN Convention - Atlantic City
- d. NLN Council of Member Agencies - Atlantic City
 - (1) Regional - Washington, D.C.
- e. PLN Division of Nursing Education Steering Committee - Harrisburg
- f. PLN Council of Member Agencies - Harrisburg
- g. PNA District #2, Business and Program
- h. PNA Convention - Philadelphia
- i. School of Nursing Alumnae Association monthly meetings and Alumnae Day Luncheon

IV. FACULTY ACTIVITIES (continued)

C. Attendance at and participation in (continued)

5. Civic Organizations and other meetings

- a. Lutheran Nurses Guild
- b. Lehigh Valley Diabetes Association
- c. Allentown Business Men, Committee for Nursing Education Luncheon meeting
- d. Business and Professional Women
- e. Planning Committee - Lehigh Valley Heart Association
- f. American Association of University Women - Allentown and Bethlehem
- g. Diabetic Association - Lehigh Valley
- h. Whitehall Woman's Club
- i. Quota Club
- j. Council for Children of State Hospital
- k. Assisted at Sabin Clinics in various communities
- l. Lehigh County Medical Society lecture by President of American Medical Association

6. Conferences and Workshops

- a. Fire Institute - conducted for Allentown Hospital nursing personnel
- b. Visits to Camp Firefly (for Diabetic Children)
- c. Civil Air Patrol (pilot study)
- d. Disaster Planning Committee
- e. EACT Institute - Self-Evaluation of the Teacher - Harrisburg
- f. Management Development Course
- g. Workshop - "Role of Recreation in the Care of the Geriatric Patient."
- h. Obstetric Conference - Philadelphia
- i. Field Trip - Harrisburg State School and Hospital
- j. Institute - "Care of the Cardiac and Asthmatic Child."
- k. Institute - "Fat Controlled Diet" - Reading
- l. Cancer Workshop - University of Pennsylvania
- m. Institute (PLN) - "What Are We Going To Do With Aunt Minnie?"
- n. Maternal and Newborn Workshop - Pittston
- o. Maternal and Child Health Conference - Columbia University
- p. Observation of Diet Therapy Program at Lankenau Hospital
- q. Tour - Ethicon Suture Company
- r. College Session - 36th Annual Lehigh Valley Safety Conference

D. Major accomplishments of the Faculty during the past year

1. Revised the curriculum plan to provide for a more equitable distribution of hours over a three-year period; changed the course content and clinical experiences to provide for improved correlation of theory and clinical practice and a more logical sequence of learning experiences. For example,
 - a. Discontinued the two semesters of psychology at Muhlenberg College and replaced it with social science courses (introductory and integrated) taught at the School of Nursing.
 - b. Developed a course in community health and emergency nursing which provides for correlation with experience in the Out-Patient Department.
 - c. Selected specific clinical areas for assignment of freshman students and other units for junior and senior students during their medical-surgical nursing experience.
 - d. Discontinued evening experience for junior students during their assignment to medical-surgical nursing experience.
 - e. Incorporated a two-day observation experience of the well child, at a local day school, into the experience in nursing of children.

IV. FACULTY ACTIVITIES (continued)

D. Major accomplishments of the Faculty during the past year (continued)

2. Revised the Bylaws of the Faculty Organization.
3. Developed membership, purpose, and functions of two newly formed Faculty Organization Committees, namely, Evaluation and Religious Convocation.
4. Developed the objectives of the curriculum.
5. Completed a revision of the philosophy, aims, and objectives of the counseling program. Developed a plan for, and implemented a counseling program for all students.
6. Revised the Health Service Policies to provide for improved health services for students.
7. Developed Criteria for The Evaluation of Clinical Resources.
8. Increased the facilities of the library by the addition of two rooms, namely, the Faculty Library and Periodical Room. Also, a small reading room was converted into an office for the librarian.
9. Initiated semi-monthly Religious Convocations to replace the daily morning chapels.
10. Established a Meditation Room for use by students and faculty members for private and group devotions.
11. Intensified and increased the scope of the recruitment program.
12. Adopted the revised Clinical Performance Evaluation Record for use for a one-year trial period.
13. Worked with Nursing Service in developing a Weekly Assignment Sheet to replace the Daily Assignment Sheet.
14. Evaluated the revised Clinical Experience Record Book.
15. Developed a handbook for the use of faculty members who serve as class advisors.
16. Initiated a study of pre-nursing test results and their relationship to achievement in the School of Nursing, and on State Board examinations.

E. Additional studies and/or projects in which faculty members participated

1. Revision and distribution of School of Nursing bulletin.
2. Securing speakers for Religious Convocations.
3. NLN Studies, etc.
 - a. Preparation of self-evaluation report for visit of NLN Accrediting representative.
 - b. 1962 Questionnaire to Basic Programs of Professional Nursing
 - c. Status of Student Admissions
4. Preparation of report for visit of State Board of Nursing Education and Licensure Consultant.
5. Evaluation of Diet Therapy Integrated experience.
6. Survey of EACT Section PNA, regarding salaries of instructors.
7. Survey of St. Joseph's Hospital School of Nursing, regarding the courses in Maternity Nursing and Nursing of Children.
8. Survey of time spent by nursing personnel in the serving of trays and the clearing of the food cart.
9. University of Pennsylvania - Master's Thesis Study to determine whether selected nursing students use certain principles of rehabilitation in the care of medical-surgical patients in a general hospital where there is no rehabilitation center.
10. Inservice Education programs.
11. Auditing of patient's charts.

IV. FACULTY ACTIVITIES (continued)

E. Additional studies and/or projects in which faculty members participated (continued)

12. Review and revision of the Basis for Computation of Graduation Awards.
13. Revision of Student Handbook.
14. Nutrition and Diet Therapy --
 - a. Freshman students given instruction on proper tray service and menu marking while on the clinical area.
 - b. Conference for Freshmen in basic feeding and nourishment observed while caring for patients on the areas.
 - c. Change of 8 hour orientation to dietary department. Includes more introduction to Diet Therapy.
 - d. Assignment of Junior students to total patient care to include dietary study.
 - e. Combination of some medical-surgical and dietary conferences.

F. Enrollment at Colleges and Universities:

Name	College or University	Credits Earned During Year
Adele M. Miller	Penna. State University Extension Course	
Anne O. Winkler	Lehigh University Penna. State University Extension Course	12 toward doctor of education
Viola A. Diehl	Cedar Crest College	6 toward bachelor's degree
Marion C.L. Choke	Cedar Crest College Muhlenberg College	6 toward bachelor's degree 3 toward bachelor's degree
Margaret M. Shegina	Lehigh University	6 post-masters
Susanne F. Potter	Moravian College	9 toward bachelor's degree
Ruth E. Goodman	Cedar Crest College	3 toward bachelor's degree
Jacquelin M. Walsh	Muhlenberg College Moravian College	3 toward bachelor's degree 6 toward bachelor's degree
Carol Beth Edwards	Moravian College	9 toward bachelor's degree
Dolores J. Kotsch	Muhlenberg College	3 toward bachelor's degree

V. TEACHING AIDS, EQUIPMENT (Office and other) ACQUIRED

A. Nursing of Children

- Visual Aids (and pamphlets) -- Ross Laboratories
- Record - Seminar on "Allergy in Pediatric Practice" -- Borden Company
- Wall Charts - Cleft Lip and Palate -- Ross Laboratories

B. Fundamentals of Nursing

- Bulletin Board for office
- Blood Pressure Apparatus
- Stethoscope

C. Maternity Nursing

- Colored Slides of growth and development of fetus and stages of labor --
Dr. James T. Dorsey

VI. RECOMMENDATIONS

- A. Fundamentals of Nursing
 1. Classroom
 - a. Fans
 - b. Dressing cart
 - c. Small utility cart -- (for transporting linens and equipment)
 2. Office
 - a. Filing cabinet -- to provide adequate space for filing nursing procedures
- B. Nursing of Children
 1. That we re-examine the policy of giving the student a week's vacation while having her experience in Nursing of Children; in view of the limited time for nursing practice, could this be kept as a 13 week experience?
 2. That consideration be given to having an instructor or "teaching supervisor" on evening duty, if students are to continue to have evening experience.
- C. Introduction to Social Sciences
 1. Increase the number of films (Audio-Visual Aids) to enhance the course.
 2. Increase the number of hours from 60 to 85-90.
- D. Communicable Diseases
 1. Investigate the possibility of a field trip to the Tuberculosis Clinic.
- E. Medical-Surgical Nursing
 1. Suite of offices.
- F. General
 1. Classrooms
 - a. Convert Room #3 into a classroom for small group conferences.
 - b. Obtain curtains (or opaque window panes as in Fundamentals of Nursing Classroom) for Room #4. This room will be needed at times for the Freshman Class (numbering 75).
 2. That consideration be given to:
 - a. A salary scale which would be comparable to that of the field of public education.
 - b. A retirement plan for those who are interested.
 - c. A merit rating or tenure to provide for job security.
 - d. Changing the vacation time from three weeks to one month.

VII. PLANS FOR PROGRAM DEVELOPMENT

- A. Continue to improve the inservice education program for faculty, utilizing college faculty as resource people to aid in identifying principles of the biological and physical sciences.
- B. More effective utilization of clinical resources such as Physical Medicine, Concentrated Care Area.
- C. Evaluate curriculum changes (content and sequence of courses) now in progress and utilize results of such evaluation for further improvement of the program.

VII. PLANS FOR PROGRAM DEVELOPMENT (continued)

- D. Strengthening the clinical aspects of the program by increasing the number of hours of clinical practice during the first three quarters and adding another instructor for the course in Fundamentals of Nursing.
- E. Increasing classroom facilities to accommodate small conference groups.
- F. The committee on evaluation will continue with the development of objectives for the various levels of the program and the identification of learning experiences at each level.

VIII. SPECIAL REPORTS

A. Health Office, Supervisor

Number of visits to Health Office (students).....	2,102
Minor Surgery (students).....	22
Injuries (students).....	58
Admissions to Infirmary (students).....	18
Total number of Infirmary days.....	73½
Total number of Hours missed by students.....	1,294
Students ill at home (not admitted) No. Students <u>45</u> Total Days.....	139½
Infections (students).....	12
Physicals (students).....	175
(pre-entrance).....	96
Other: 1. Salk Vaccine.....	3
2. Typhoid Vaccine.....	217
3. Tetanus Toxoid.....	57
4. Smallpox Vaccination.....	1
5. Schick Tests.....	16
6. Diphtheria Toxoid.....	1
7. Tine Tests.....	56
8. Flu Vaccine.....	83
9. P.P.D. Tests.....	2

B. Director of Recruitment

1. The Recruitment Program included:

- a. Visits to schools by the Director of Recruitment and student nurses, in uniform.

High Schools and Number of Students

Northampton Area.....	21
East Stroudsburg.....	16
Whitehall.....	23
Nesquehoning.....	20
Hanover Township.....	55
Hughesville.....	48
West Pittston.....	36
Louis E. Dieruff.....	18
Lewisburg.....	23
Penndel.....	45

High Schools and Number of Students

Selinsgrove.....	22
Northumberland.....	18
Central Bucks.....	80
Lake Ariel.....	75
Lehighton.....	32
Pleasant Valley.....	49
Shamokin.....	29
Weatherly.....	39
Bangor.....	35
Steelton High-Spire.....	36

VIII. SPECIAL REPORTS (continued)

B. Director of Recruitment (continued)

1. a. High Schools and number of Students

Carlisle.....	32
A. D. Eisenhower.....	29
Dallas.....	25
Souderton.....	30
Fountain Hill.....	22
Jim Thorpe.....	18
Stroud Union.....	30
Brandywine Heights.....	22
West Hazleton.....	20
Belvidere.....	22

High Schools and Number of Students

South Mountain Junior.....	35
Liberty.....	22
Nazareth.....	23
Slatington.....	11
Easton.....	18
Spring Ford.....	63
Coplay.....	30
Eastern Lebanon.....	20
Pen Argyl.....	36
Williamsport.....	18

Total Number of Students Attending: 1,246

Total Mileage: 3,633

- b. Tours of the Hospital and School of Nursing by Future Nurses Clubs, other clubs and prospective students. Teas or luncheons were served to some of the groups.

Groups Visiting and Number of Students

Whitehall High School (Luncheon).....	4
Junior High Y-Teen Club.....	22
Girl Scout Troop (Tea).....	12
Harrison-Morton Junior High School Future Nurses Club (Tea).....	24
Pen Argyl High School Future Nurses Club (Tea).....	22
Central Junior High School Y-Teen Club.....	21
Hamburg High School Future Nurses Club (Luncheon).....	42
Girl Scout Troop (Tea).....	20
Rotary Vocational Interview Program.....	14
Brandywine Heights High School.....	10

Total Number of Students Attending: 191

- c. Overnight visits for members of Future Nurses Clubs.

Schools Participating and Number of Students

Liberty.....	2
Brandywine Heights.....	2
Parkland.....	3
William Allen.....	2
Louis E. Dieruff.....	1
Catasauqua.....	2

Total Number of Students Visiting Overnight: 12

- d. Luncheons for Doctors and Pastors.

Churches Represented

Cathedral of St. Catherine of Siena
 St. John's Evangelical Lutheran
 St. Paul's Evangelical and Reformed

Doctors Represented

General Practitioners
 Urologist
 Physiatriist

- e. Interviews -- Applicants and Prospective Students.

Total Number of Interviews with Tours: 140

Total Number of Interviews with Physical Examination: Class entering 1962 -- 8
 Class entering 1963 -- 94

Interviews with Rejected Applicants: 8

Other: 21

VIII. SPECIAL REPORTS (continued)

B. Director of Recruitment (continued)

1. f. Participation of Director of Recruitment and Student Nurses in uniform at

- (1) Girl Scout Troop Meetings
New Tripoli
Allentown

- (2) Careers Program at Woman's Club sponsored by Women's Auxiliary to Lehigh County Medical Society.

- (3) Open House for Prospective Students and Parents.

g. The revised bulletin was sent to prospective applicants, high school counselors, librarians and others upon request.

h. A recruitment post card was formulated and sent with a letter to graduates of the School of Nursing and to former internes of the hospital. This card was also distributed to high school students.

2. The acceptance of applicants was based upon --

- a. evaluation of entire record by the Admissions Committee
- b. interview by two faculty members
- c. physical examination by Hospital physician.

3. Plans for the future --

- a. to continue with Recruitment Program as listed
- b. to contact more schools to the East and South of Allentown
- c. to acquire new color slides.

C. Counselor

The following listed statistics cover a period of one year (June 28, 1962 - June 28, 1963). These statistics do not include the bi-monthly conferences of each student with their assigned counselor:

Average number of students counseled monthly.....	13.25
Number of students counseled.....	76
Number of conferences with individual students.....	198
Group conferences with students.....	3
Number of conferences with faculty personnel.....	41
Number of conferences with nursing personnel (non-faculty).....	5
Number of conferences with other hospital personnel.....	6
Referrals.....	22
Admission Interviews.....	77

i) a letter regarding recruitment was sent to all members of the medical staff. a bulletin of school and two postal cards were included

g) a letter regarding recruitment was sent to pastors of local churches. a school bulletin and two postal cards were included.

VIII. SPECIAL REPORTS (continued)

D. Librarian

Seating Capacity - 40.

Total number of volumes in library.....	2,552	(Includes Ward Libraries)	
Total number of Reference Books.....	2,139	-- Number of Titles	1,020
Number of Periodicals subscribed for.....	34	-- Professional.....	28
Number of Reference Books Purchased by the hospital during the year.....			93
Number of Reference Books furnished by individuals during the year.....			15
Number of Reference Books furnished by publishers during the year.....			14
Ward Reference Libraries are maintained -- Number of Books.....			570
Ward Library Books added during the year.....			71
Fines Collected.....	\$9.20	Total on Hand....	\$15.10 (\$3.10 spent for Government Pub.)
Books Deleted.....	18		

Expenditures:

New Books.....	\$325.90
Periodicals.....	<u>167.70</u>
TOTAL.....	\$493.60

Statistics:

Circulation.....	600
Reference.....	<u>2,217</u>

LIBRARY USAGE..... 2,817 (based on figures kept by Librarian only)

Fiction Collection added this year..... 7

Visual Aid and Audio Equipment -- Serviced during the year.

Recommendations:

That consideration be given to:

1. Using student library assistants.
2. Integrating the library with the Medical library for better service.

IX. STUDENTS

A. Enrollment as of June 30, 1963

	<u>HOME SCHOOL</u>	<u>PSYCH. AFFIL.</u>	<u>TOTAL</u>
Seniors (Class of 1963)	45		45*
Juniors (Class of 1964)	39	15**	54
Freshman (Class of 1965)	51		<u>51</u>
			150

* - Rochelle Bader Nickerson -- Maternity Leave, June 23, 1963 - attending classes.

** - Maria Worden -- Leave of Absence, June 25, 1963 to September 2, 1963. *illness*

B. Number of Withdrawals during the year -- July 1, 1962 - June 30, 1963.

1. Resignation

Class of 1963	Class of 1964	Class of 1965	Reason
---	2	---	Marriage
---	1	2	Academic failure
---	1	---	Academic failure and immaturity
---	---	3	Academic failure and lack of interest in nursing
---	1	---	Health (impaired vision)
1	---	---	Personality problem
---	---	1	Dislike for nursing
---	---	1	Personal (family)
---	---	1	Pregnancy

C. Return from Leave of Absence

Marcella Zellers Barnett (Class of 1962) returned from leave of absence March 4, 1963 and completed her program June 2, 1963.

D. Results of State Board Test Pool Examinations

1. Number of graduates Class of 1962 -- 47

took examinations in Pennsylvania..... -- 44
 took examinations in New York..... -- 2
 will take examination in Pennsylvania in August -- 1

2. Results to date -- Class of 1962

	Number	Percent
a. Passed first examination.....	43	93.5
b. Failed first examination.....	3	6.5
c. Three examinees had six failures in four subjects.		
d. Two examinees passed their second examination in Medical Nursing-(1) and Surgical Nursing-(1).		
e. One examinee (who failed four subjects) will take her second examination in August.		

IX. STUDENTS (continued)

E. Student Association activities and accomplishments.

1. Student Council and Association held monthly meetings.
 - a. Installation of new officers in September 1962.
2. Special committees assisted the Faculty
 - a. in the revision of the Student Handbook
 - b. in the Religious Convocation programs.
3. Provided for a new standing committee on Recreation.
4. Was represented by members at
 - a. NSNA Convention in Atlantic City
 - b. SNAP Convention in Philadelphia
 - c. SNAP Student Nurse Day Luncheon in Harrisburg
 - d. SNAP Area #2 meetings
 - e. SNAP Area #2 Mock Convention in Reading
 - (1) Allentown Hospital School of Nursing students elected as
 - (a) President -- Suzanne Gardner
 - (b) Recording Secretary -- Judith Roth
 - (c) Bylaws Committee -- Patricia Gierula
 - (d) Recruitment Committee -- Nancy Potter
 - f. Capping Exercises -- Allentown Hospital School of Nursing
 - g. Recruitment programs by
 - (1) accompanying director of recruitment on field trips
 - (2) assisting with tours of the residence and hospital.
5. Fund-raising activities
 - a. Coke-Wagon -- September, 1962 Fair
 - b. Bake Sale -- November
 - c. Raffle -- February
6. Extra-curricular activities
 - a. Halloween Party
 - b. Christmas Dance
 - c. Competitive door decorating contest during the Christmas season.
 - d. Prepared and delivered three baskets for the needy at Christmastime.
 - e. Party for underprivileged children at Eastertime.
 - f. Freshman Initiation Week climaxed by a party.
 - g. Table Tennis Tournament
Champion -- Barbara Helwig
 - h. Basketball under the direction of Miss Ida Cooper,--the team had a very successful season and again received the trophy for SNAP Area #2.
 - i. Cheerleaders stimulated the basketball team to victory.
 - j. The Student Chorus and smaller choral groups, under the direction of Miss Ruth Goodman have had a very busy season, participating in many programs
 - (1) Yuletide Musical - Lehigh Valley Dairy Auditorium
 - (2) Hospital Christmas Party
 - (3) Junior Aides Program

IX. STUDENTS (continued)

E. 6. Extra-curricular activities (continued)

- j. (4) Lutheran Nurses Guild
- (5) Soroptimist Club
- (6) Phoebe Home
- (7) Golden Ager Club
- (8) Women of the Moose
- (9) Order of Eastern Star - Shenandoah
- (10) Good Friday Services - Allentown Hospital
- (11) Easter Religious Convocation - Allentown Hospital School of Nursing
- (12) Dubb's Bible Class - Salem United Church of Christ
- (13) Gray Ladies Graduation Exercises
- (14) Northend Senior Citizens Group
- (15) Capping Exercises
- (16) Graduation Exercises

7. Selection of Miss Judith Roth as Miss Allentown Hospital School of Nursing.

8. Participation in a conference with the NLN Accrediting representative.

F. Class of 1962 with Class Advisor, Margaret M. Shegina, participated in the following activities and accomplishments:

1. Presented porch furniture for the Nurses Residence.
2. Attended Senior Chapel and Breakfast in August, 1962.
3. Distributed yearbooks.

G. Class of 1963 with Class Advisor, Grace E. Laubach, participated in the following activities and accomplishments:

1. Preparation of yearbook.
2. Ordering of class rings.
3. Selection of class motto, flowers, and colors.
4. Participation in Baccalaureate Service, Commencement Exercises, and the following associated events
 - a. Alumnae Association monthly meeting -- April
 - b. Alumnae Association dinner dance -- May
 - c. Junior-Senior banquet -- May
 - d. Rotary Club luncheon as guests of Dr. R. L. Schaeffer
5. Joan Zippay was awarded the prize for the essay on Tuberculosis.
6. Selection of graduation uniforms.
7. Sending of flowers to
 - a. Class of 1965 at capping
 - b. Advisor at time of illness
8. Fund-raising activities
 - a. Cookie Sale
 - b. Cap Washing
 - c. Record Hop
 - d. Sale of Bracelet Charms
 - e. Spring Formal
9. Plans in the initial stage.
 - a. Pay initial fees for membership in Alumnae Association
 - b. Gift to School of Nursing.
 - c. Picnic

IX. STUDENTS (continued)

G.10. Election of "lifetime" officers

- a. President -- Sandra Mengel Shive
- b. Secretary-Treasurer -- Joan Zippay

H. Class of 1964 with Advisors Verona H. Schray and Jacquelin M. Walsh, participated in the following activities and accomplishments:

1. Picnic for "little sisters".
2. Dinner for Class of 1963.
3. Assistance to Director of Recruitment for tours, overnight visits, and field trips.
4. Judith Roth was awarded the prize for the essay on Diabetes.
5. Fund-raising activities
 - a. Food Cart -- weekly in Residence
 - b. Candy Sale
 - c. Record Hop -- October
 - d. Bake Sale -- February
 - e. Record Hop -- February
 - f. Record Hop -- April
6. Conducted Rose-pinning ceremony prior to Capping Exercises -- Class of 1965.
7. Bouquet of flowers presented at Commencement to Class of 1963.
8. Balance on Hand, June, 1963 -- \$1,034.12

I. Class of 1965 with Advisors Dolores J. Kotsch and Agnes P. Edmondson, participated in the following activities and accomplishments:

1. Assistance to Director of Recruitment for tours, overnight visits, and field trips.
2. Participated in Spring Carnival at Muhlenberg College -- penny-pitching booth
3. Fund-raising activities
 - a. Candy Sale
 - b. Bake Sale
 - c. Raffle
 - d. Lawn Fete -- June 1963
4. Balance on Hand, June 28, 1963 -- \$785.39

X. ACKNOWLEDGMENTS

Gratitude is expressed to our Hospital Administrator for his friendly interest, confidence, and support in matters related to the School of Nursing.

We are especially grateful for the wise leadership of our Director of Nursing and for her organizing ability which has been manifested in the steps leading to the continued accreditation of Allentown Hospital School of Nursing by the Board of Review National League for Nursing Department of Diploma Programs.

Grateful recognition and thanks is expressed to our Assistant Director, School of Nursing who has given so fully of her knowledge and strength in working with the faculty on matters related to the curriculum and for her assistance in the administration of the School of Nursing.

Warmest commendation and thanks are given to all members of the Faculty for their fine spirit of cooperation in our endeavors to develop and maintain a sound diploma program and for their keen desire to progress.

The friendly interest of our cooperating agencies -- Lehigh County Public Health Nursing Association, Inc., Allentown State Hospital and Muhlenberg College -- and their fine contribution to our program of instruction is gratefully acknowledged.

Deep appreciation is extended to many other individuals and groups --

The members of the Board of Trustees for their interest and financial support of our program.

The students for their cooperation, loyalty, and for their interest in developing and maintaining a good school spirit.

The Assistant Administrator for her efforts in promoting good public relations by way of the press and her assistance to our Director of Recruitment who is endeavoring to establish an effective publicity program.

The Associate Director of Nursing Service and all Nursing Service personnel for their interest and cooperation in assisting the Faculty in the attainment of the objectives of the School of Nursing.

Those members of the Medical Staff who participated in our teaching and health programs.

The secretaries in the School of Nursing office who have contributed much by their prompt, accurate, and cheerful response to many requests and especially their display of patience and understanding when asked to complete heavy assignments.

Members of the School of Nursing Alumnae Association for their interest in the School of Nursing at all times; and especially, for their entertaining the graduating class, providing lamps for capping exercises, and financial contributions.

X. ACKNOWLEDGMENTS (continued)

The Residence and Social Director and her assistants for their combined efforts in providing an environment conducive to healthful living.

All other personnel in the various hospital departments for their many services.

The Ladies Auxiliary, Junior Aides, and Gray Ladies for their interest and assistance.

All interested persons and groups for their contributions to the scholarship fund for nursing students; for the graduation awards and the awards for essays.

Respectfully submitted,

Adele M. Miller
Adele M. Miller
Associate Director
School of Nursing

*all recommendations not
approved.*

APPROVED BY: Laura E. Baughn
Laura E. Baughn
Director of Nursing