

Status Report - Program with Conditional Approval

Computer Career Center in El Paso, Texas Vocational Nursing Educational Program

Summary:

This is a status report to update from the April 2010 meeting when Computer Career Center was placed on Conditional approval. No Board action is requested; this is a status report only, updating Board Members on progress toward meeting recommendations and requirements.

Historical Perspective:

- Based on a Survey Visit March 25-26, 2010 subsequent to complaints received and reports of irregularities in clinical learning experiences, the program was placed on Conditional approval at the April 2010 Board Meeting.
- Two (2) recommendations and seven (7) requirements were issued to the program, as outlined below with comments regarding action taken by the program to meet those recommendations and requirements.

Review of Prior Recommendations:

- 1) It is recommended that the program administration identify and utilize the services of a seasoned nursing consultant with extensive experience in pre-licensure vocational nursing education and administration to provide regular and ongoing consultation in curriculum development, faculty development, clinical supervision, program administration, and compliance with Rule 214 in its entirety.
- 2) It is recommended that the above consultant serve as mentor to the Program Director.
 - **Action:** Robbin Wilson, MSN, RN (former Nursing Consultant for Education at the BON) began consulting with the program on May 27, 2010. At that visit, she reviewed the curriculum, toured the facility, and made recommendations pertaining to the overall program and suggestions for policies, procedures, simulation lab, and courses the Program Director should consider attending. Ms. Wilson was scheduled to visit the program again on July 6, 2010 to discuss the 2010 Master Plan and planned 15-week curriculum change (a proposal previously approved by Board staff.) She reportedly made this visit as scheduled and will return in early August 2010. A formal Mentor/Advisor Program was reportedly initiated in the admission process by Ms. Wilson.

Review of Prior Requirements:

- 1) Rule 214.6(h) related to Administration and Organization: The Program Director shall complete the online portion of the orientation and submit certification of that completion by Monday, May 17, 2010 and shall attend the next scheduled face-to-face orientation workshop for new Deans/ Directors/ Coordinators (scheduling to be announced).
 - **Action:** Interim Director C. Howard provided documentation on May 17, 2010 of having completed the online portion of the orientation on November 17, 2009. **The next face-to-face orientation workshop is scheduled for August 13, 2010.**
- 2) Rule 214.7(a)(6) related to Faculty: The program shall submit written faculty policies for orientation, faculty development, and evaluation of faculty by June 1, 2010, along with a written plan for orientation of faculty, an ongoing Faculty Development Plan, and a faculty evaluation plan by July 15, 2010.
 - **Action:** Rudimentary policies for orientation, faculty development, and faculty evaluation were submitted. Board staff provided feedback including critique and suggestions for improvement. **Specific written plans for faculty orientation, ongoing faculty development, and faculty evaluation (due July 15) remain pending as of the deadline for submission of this report.**

- 3) Rule 214.7(o)(2) related to Faculty: The program shall submit minutes of monthly faculty meetings demonstrating faculty participation in planning, implementing, and evaluating the nursing program. Meeting minutes shall be submitted on a quarterly basis starting June 15, 2010.
 - **Action**: Documents received June 16, 2010 include minutes from faculty meetings dated January 4, February 2, March 2, April 6, May 4, and June 8, 2010.
 - At the time of the March 25-26 Survey Visit, faculty and administration denied regular faculty meetings prior to the Visit.
 - Meeting minutes submitted for January through April are minimal and consist primarily of announcements with no indication of active discussion or decision-making by faculty. Minimal Action Items identified are apparently not followed up. For example, meeting minutes from February 2nd include a note of "*Clinical tools need to be revised. Recommended to be done by next meeting*", but there is no indication of follow-up action in subsequent meeting minutes, and no mention was made of efforts to revise the tools at the March 25-26 Survey Visit despite these being discussed.
 - Meeting minutes subsequent to the April Board Meeting and issuance of Requirement #3 include somewhat more evidence of active participation and discussion in lieu of only announcements.
 - **Additional minutes will be forthcoming on a quarterly basis.**

- 4) Rule 214.9(a) related to Program of Study: The Program Director shall provide a detailed clinical schedule for each student cohort including the clinical facility to be used, surname of the assigned clinical instructor, and number of students in each group, and demonstrating the program of study includes the required and planned clinical learning experiences. Schedules shall be submitted at least two (2) weeks prior to the start of each academic term until the Spring 2011 Survey Visit is completed. In addition, the Program Director shall provide in collaboration with Board of Nursing staff a detailed evaluation of the clinical preparation of currently enrolled students to determine their current status in meeting educational program goals and objectives and shall recommend remediation if necessary.
 - **Action**: Interim Program Director C. Howard submitted a detailed and individualized review of clinical hours for the winter academic term and early portion of the spring academic term, outlining deficiencies in meeting planned clinical learning experiences. This review identified all "missed" clinical hours for which "in-house clinicals" were substituted or for which inappropriate clinical settings were used, and plans were made to remedy those deficient clinical experiences. **Minor final revisions are being completed in consultation with Board staff.**

- 5) Rule 214.9(a) and (b) related to Program of Study: The faculty shall critically review the curriculum change proposal (final version dated 07/22/2009) submitted to the Board and approved July 30, 2009 to assure it meets ongoing needs of the program and submit a plan and schedule for implementation prior to actual implementation.
 - **Action**: No definitive response has been received related to this requirement, and **it is considered pending**. (Note: As indicated above, Consultant Robin Wilson is to review and discuss this curriculum change at a planned July 6, 2010 consultation visit at the program.)

- 6) Rule 214.11 related to Facilities, Resources, and Services: Administration shall submit a plan for complying with the rule by June 1, 2010 and submit documentation and photos demonstrating compliance prior to admission of the next Level I student cohort.
 - **Action**: A plan was submitted for: a) minor reconfiguration of the existing facility; b) furnishing of classrooms with desks in lieu of tables and chairs; c) remodeling/ reconfiguration/ revised utilization and equipment acquisition for the nursing skills labs (to include two labs in place of the former single lab); d) conversion of under-utilized library space into a new student study area; and e) revised utilization of faculty offices and work areas. Replication of this plan at the existing Lubbock extension campus is also planned. Skills labs improvements to include \$160,000 of equipment have reportedly been purchased. **Review will be done at a Spring 2011 Survey Visit to confirm implementation of these plans.**

- 7) Rule 214.13 related to Total Program Evaluation: The program shall submit a Total Program Evaluation Plan for Board staff review by July 1, 2010 and implement the plan on a going forward basis. Implementation of the plan shall be documented in meeting minutes and major changes in the nursing educational program shall be evidence-based and supported by rationale.
- **Action:** A Total Program Evaluation Plan received in BON offices on July 2 was referred back to the Program Director with a request for revision. **The program will submit a revised plan in September 2010.**
- **Additional notes:**
- Seven (7) additional Clinical Instructors and a Student Services Coordinator have reportedly been hired.
- Two (2) new clinical affiliates have reportedly been acquired: Mesa Hills Hospital and Physicians Hospital.