

**BOARD OF REGISTERED NURSING
EDUCATION/LICENSING COMMITTEE
MEETING MINUTES**

DATE: January 09, 2020

START TIME: 9:06 a.m.

MAIN LOCATION: Holiday Inn San Jose-Silicon Valley
1350 North 1st Street-Salon H
San Jose, CA 95112
(408) 453-6200

MEMBERS PRESENT: **Michael Deangelo Jackson, MSN, RN, CEN, MICN-Chair**
Donna Gerber, Public Member

STAFF MEMBERS PRESENT: Ann Salisbury, J.D., DCA Legal Attorney
Evon Lenerd, Assistant Executive Officer
Dr. Mary Ann McCarthy, EdD MSN RN PHN, NEC, ELC Liaison
Dr. Carol Velas, EdD, MSN, RN, NEC
Ms. Badrieh Caraway, MS. MEd, RN, SNEC
Ms. Janette Wackerly, MBA, RN, SNEC
Dr. Donna Schutte, DNSC, RN, NEC
Ms. Katie Daugherty, MN, RN, NEC
Ms. Loretta Melby RNC, MSN, NEC

7.0 Call to Order/Roll Call/Establishment of a Quorum
Michael D. Jackson called the meeting to order at 9:00 a.m.
Quorum Established.

NOT PRESENT: Kenneth Malbrough

7.1 Minutes

7.1.1 Review and Vote on Whether to Approve Previous Meeting's Minutes:
October 17, 2019

ACTION: The minutes of the October 17, 2019 were approved as presented.

MOTION: Donna Gerber

SECOND: Michael Jackson

VOTE: MJ: **Aye** DG: **Aye** KM: **Abs**

PUBLIC COMMENT: None

**7.2 Discussion and Possible Action Regarding Whether to Recommend
Ratification of Minor Curriculum Revisions or Other Action (CCR
1426) (Consent)**

BACKGROUND: According to Board policy, Nursing Education Consultants may approve
minor curriculum changes that do not significantly alter philosophy,

objectives, or content. Approvals must be reported to the Education/Licensing Committee and the Board.

Minor Curriculum Revisions include the following categories:

- Curriculum changes
- Progress reports that are not related continuing approval
- Work Study programs
- Approval Nurse Practitioner program adding a category of specialization
- Preceptor programs
- Public Health Nurse (PHN) certificate programs

The following programs have submitted minor curriculum revisions that have been approved by the NECs:

7.2.1 University of California, Irvine Master's Entry Program in Nursing

7.2.2 University of San Diego Entry Level Master's Degree Nursing Program

7.2.3 National University Baccalaureate Degree Nursing Program

7.2.4 Unitek College-Bakersfield Baccalaureate Degree Nursing Program

7.2.5 Unitek-Fremont Baccalaureate Degree Nursing Program

7.2.6 East Los Angeles College Associate Degree Nursing Program

7.2.7 Fresno City College Associate Degree Nursing Program

7.2.8 Mount Saint Mary's University Associate Degree Nursing Program

7.2.9 Pacific College Associate Degree Nursing Program

7.2.10 San Bernardino Valley College Associate Degree Nursing Program

7.2.11 Santa Rosa Junior College Associate Degree Nursing Program

7.2.12 Shasta College Associate Degree Nursing Program

7.2.13 Solano Community College Associate Degree Nursing Program

7.2.14 Ventura College Associate Degree Nursing Program

7.2.15 Weimar Institute Associate Degree Nursing Program

7.2.16 California State University Fresno, Nurse Practitioner Program

7.2.17 University of Phoenix Advanced Practice Nurse Practitioner Program

Acknowledge Receipt of Program Progress Reports:

7.2.18 Simpson University Baccalaureate Degree Nursing Program

7.2.19 Mount Saint Mary's University Associate Degree Nursing Program

7.2.20 Pacific College Associate Degree Nursing Program

7.2.21 The Marsha Fuerst School of Nursing Associate Degree Nursing Program (GCC-SD)

ACTION:

Recommend Ratification of Minor Curriculum Revisions or Other Action (CCR 1426) (Consent)

MOTION:

Michael Jackson

SECOND:

Donna Gerber

VOTE:

MJ: Aye

DG: Aye

KM: Abs

PUBLIC COMMENT:

None

7.3

Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action for Approved Nursing Programs (Prelicensure) (BPC 2788, CCR 1421, 1423)(Consent)

BACKGROUND:

The BRN staff have conducted a regularly scheduled continuing approval visit. This process begins with a self-study written by the nursing program and analyzed by the assigned Nursing Education Consultant. It is followed by a 2-3-day site visit including visits to clinical sites, verification of recourses, (skills and simulation lab), and meetings with students, faculty, and administrators.

The following programs have met all Board rules and regulations for Continuation of Approval of Prelicensure Nursing Programs.

- 7.3.1 Charles Drew University Entry Level Master’s Program
- 7.3.2 Loma Linda University Baccalaureate Degree Nursing Program
- 7.3.3 Western Governors University Baccalaureate Degree Nursing Program
- 7.3.4 Bakersfield College Associate Degree Nursing Program
- 7.3.5 Chaffey College Associate Degree Nursing Program
- 7.3.6 Cuesta College Associate Degree Nursing Program
- 7.3.7 Fresno City College Associate Degree Nursing Program
- 7.3.8 Los Angeles Valley College Associate Degree Nursing Program
- 7.3.9 Riverside City College Associate Degree Nursing Program

ACTION:

Recommend Ratification Continuing Approval or Other Action for Approved Nursing Programs (Prelicensure). (BPC 2788, CCR 1421, 1423)(Consent)

MOTION:

Michael Jackson

SECOND:

Donna Gerber

VOTE:

MJ: Aye

DG: Aye

KM: Abs

PUBLIC COMMENT:

None

7.4

Discussion and Possible Action Regarding Whether to Recommend Approval or Other Action Regarding Prelicensure Program Unit Adjustment or Other Changes, College of the Sequoias Associate Degree Nursing Program (CCR 1426, 1432) (Major Curriculum Revision) (No Enrollment Increase) (Consent)

BACKGROUND:

The BRN staff has conducted an in-depth review to ensure all curriculum changes have met the Board rules and regulations for consideration of a major curriculum revision.

The following program has met all Board rules and regulations for a Major Curriculum Revision with no enrollment increase, for a Prelicensure Degree Nursing Program.

- College of the Sequoias Associate Degree Nursing Program

ACTION:

Recommend Approval of a Prelicensure Program Unit Adjustment or Other Changes (CCR 1426, 1432) (Major Curriculum Revision) (No Enrollment Increase) (Consent)

MOTION:

Michael Jackson

SECOND:

Donna Gerber

VOTE:

MJ: Aye

DG: Aye

KM: Abs

PUBLIC COMMENT:

None

7.5

Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action for Advanced Practice Program,

Loma Linda University (LLU) Advanced Practice Nurse Practitioner Program (CCR 1480) (Consent)

BACKGROUND:

Dr. Elizabeth Bossert is the current Dean of the Advanced Practice Nurse Practitioner Program and Dr. Shawn Collins was recently appointed as the Associate Dean. Dr. Collins joins LLU with a vast amount of experience in both academia and clinical practice as a nurse anesthetist. A regularly schedule continuing approval visit was conducted on November 4-7, 2019 by Badrieh Caraway, SNEC and Drs. Carol Velas and Heather Sands, NECs.

The program was found to be in full compliance with all BRN rules and regulations (see att2). LLU is a Seventh-day Adventist co-educational Health Science University offering a School of Nursing, Medicine, and Dentistry among other program. The University was founded in 1905 and nursing was one of the original schools (att3).

LLU Nurse Practitioner Program has four tracks of Nurse Practitioner programs including Primary Care Adult-Gerontology (PCAGNP), Family (FNP), Primary Care Pediatrics (PCPNP), and Psychiatric Mental Health (PMHNP). Since the last approval visit, the PMHNP program has been implemented. The **Fall enrollment** of each program is as follows:

PCAGNP: 4 started with 13 currently enrolled

FNP: 15 started with 63 currently enrolled

PCPNP: 5 started with 20 currently enrolled

PMHNP: 8 started with 19 currently enrolled

Total student enrollment to date is 147 students

Since the last approval visit, LLU SON discontinued their NP master's program in 2015. A teach out for the students in the previous MS NP tracks was conducted with the option that the current students could transfer into the new post-BS-DNP program and earn the clinical nursing doctoral degree. The previous Neonatal Nurse Practitioner program was discontinued in 2017 due to the inability to attract qualified faculty.

ACTION:

Recommend Continuing Approval or Other Action for Advanced Practice Program, Loma Linda University (LLU) Advanced Practice Nurse Practitioner Program (CCR 1480) (Consent)

MOTION:

Michael Jackson

SECOND:

Donna Gerber

VOTE:

MJ: Aye

DG: Aye

KM: Abs

PUBLIC COMMENT:

None

7.6

Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action for Approved Nursing Programs (Prelicensure) (BPC 2788, CCR 1421, 1423) (Present)

7.6.1 Holy Names University Baccalaureate Degree Nursing Program

7.6.2 Los Angeles City College Associate Degree Nursing Program

7.6.1

Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action for Approved Nursing Programs (Prelicensure) Holy Names University Baccalaureate Degree Nursing Program (BPC 2788, CCR 1421, 1423) (Present)

BACKGROUND:

Edith Jenkins-Weinrub, Ed.D, RN has been at HNU for the last 19 years. She became the LVN-BSN Program Director (PD) and then Chair for the Department of Nursing in June 2014 when the previous PD/Chair (2012-2014) accepted a promotional opportunity in another state. In 2018, the Department of Nursing became the School of Nursing (SoN). Dr. Jenkins-Weinrub served as Dean for the Math, Science and Nursing division for a year. As of 2019, Dr. Jenkins-Weinrub is the Dean for the School of Nursing (SoN) and the Math and Science is now its own separate division. HNU is CCNE accredited through 2022; the generic BSN degree option became CCNE accredited via the CCNE substantive change process in 2019. HNU is WASC accredited through 2024 as elaborated on later in the agenda item summary.

In November 2016 the BRN approved HNU's voluntary closure of the LVN to BSN degree option effective December 2016. This degree option was voluntarily eliminated by HNU when graduates failed to achieve the necessary annual NCLEX pass rates per CCR 1431 as described in previous HNU related ELC and Board documents. Key among those factors was a persistent pattern of program graduate delays in NCLEX first time testing, less rigorous program admission criteria, plus a series of leadership and faculty changes early in the implementation of the program of study 2012-2014. The November 2016 program closure Board action letter also approved HNU's identified intent to seek Board approval to establish a small generic BSN degree program via the Board's major curriculum change processes within five years of the date when the LVN to BSN degree program closed in December 2016.

Subsequently, HNU PD, Dr. Jenkins-Weinrub achieved BRN approval of the HNU generic BSN degree nursing program in November 2017. HNU obtained approval to offer an eight semesters year-round generic BSN degree nursing program beginning in Summer 2018 with an enrollment pattern for admission of up to 20 students once a year each Summer.

As designed and BRN approved, the program of study for the generic BSN degree option's first few program cohorts are made up of transfer students or other eligible applicants who had successfully completed the required pre-requisite and general education coursework for nursing program admission and met HNU's more rigorous admission/GPA requirements, that made it possible for eligible program applicants to be admitted to the last four semesters in the generic BSN degree nursing major beginning in Summer 2018.

In Summer 2018, the first cohort of program students (N=12) entered the courses in the nursing major. As approved and anticipated, the first and second cohorts are made up of largely transfer students rather than students

who have taken all the pre-requisite coursework at HNU. A total of ten students (N=10) completed all four semesters in the nursing major and graduated with a BSN degree in August 2019. One student in the first cohort originally, re-entered the program as part of the second program cohort of 15 students in Summer 2019.

By Summer 2020, HNU anticipates it will have up to 20 students admitted into the third program cohort that starts in the nursing major course series in Summer 2020 and graduates in August 2021.

HNU participates in the Bay Area CCPS Clinical Placement System but also works with non-participating Kaiser and Washington Hospital Systems individually to secure those clinical placements. No clinical placement/displacement issues have been identified/reported by the program or the clinical sites visited in July 2019.

Overall, the program estimates about 12% of clinical course hours are spent in simulation-based learning activities. Estimated total cost of the eight semesters program of study is \$79,152. The estimated costs, if only taking the four semesters in the nursing major, is \$39,567.

As of submission of this January 2020 ELC report, all 10 of the program's first generic BSN degree cohort graduates have taken the NCLEX RN exam and passed on first attempt. This means HNU's annual pass rate for the annual period July 1, 2019-June 30, 2020, will be 100% as there are no other generic BSN degree graduates that will take the NCLEX exam through June 30, 2020. The second cohort (15 students) is slated to graduate in August 2020. This cohort will most likely take the NCLEX exam in the October-December 2020 or January-March 2021 NCLEX quarters.

In Spring/Summer 2019 HNU was scheduled for the routine continuing approval visit of its pre-licensure and NP program options. A continuing approval visit of the newly established (Summer 2018) generic BSN degree option was conducted July 11-13, 2019 by Katie Daugherty, MN, RN, NEC. One area of non-compliance relative to CCR 1425, and 1425.1 Faculty/Faculty Qualifications was identified. Suggested areas to strengthen the program included CCR 1420 Definitions/CCR 1424 Program Administration/CCR 1425 Faculty; CCR 1426 Curriculum; and CCR 1428 Student Participation as described in the CAV consultant's report as attached.

During the CAV in July 2019 and as well as post visit, HNU was asked to provide written evidence/materials related to HNU's WASC/WSCUC accreditation status and any pertinent Department of Education (DOE) action letters. These documents are attached and summarized below.

- HNU's WASC/WSCUC July 2016 action letter acknowledged receipt of the March 2016 accreditation site visit report; reaffirmed HNU accreditation for **eight years**; scheduled a Special Visit for

Spring 2019 to verify operationalization of a comprehensive retention plan; implementation of developed processes to generate report and analyze data relative to student retention and reasons students leave HNU after a second year of study; coordination of academic and student service programs to improve educational effectiveness; results of student success assessments; assessment of core competencies, general education and program level learning outcomes; evidence of improved and stable financial base reflected in part in the achievement of strategic enrollment goals; and regular evaluation of the president and succession plans for all key university leaders. Please refer to the attached WASC/WSCUC letter dated July 8, 2016.

- From April 21, 2017 until July 31, 2018, HNU was placed on Department of Education (DOE) Heightened Cash Monitoring 1 payment method/Zone reporting requirements when HNU's Financial Ratio Composite score was calculated by DOE to be 1.1 instead of the minimum score of 1.5 as required by regulations 34 C.F.R. 668.171 (b) (1). DOE identified the lower than required composite score was based on audit of the financial statements provided by HNU for FYE June 30, 2016. HNU's reporting deficiency (incorrect reporting of tuition revenue and deferred revenue) for FYE June 30, 2016 was identified by DOE in April 2017 (see attached documents). Effective July 31, 2018, DOE Federal Student Aid Office had reviewed HNU's June 30, 2017 financial statements and released HNU from the HCM1 Monitoring payment method and the Zone reporting requirements when HNU 2017 financial statement documents evidenced/yielded a composite score of 2.4 out of a possible 3.0. Since then, HNU has maintained a composite score of 1.5 or higher. In HNU's attached CAV November 2019 response, HNU reports its FY 18/19 composite score is 1.8. According to HNU report documents this score indicates HNU's financially viable according to the requirements set by the Federal Student Aid Office of the Department of Education. Please refer to the attached DOE letters dated April 21, 2017 and July 31, 2018 and the HNU's September WASC progress report and the November 2019 CAV Response documents.
- A pre-scheduled WASC/WSCUC Special Visit occurred in February 2019 to verify progress in the areas mentioned in the 2016 commission action letter. In July 2019 HNU received the WASC commission action letter confirming receipt of 2019 February Special Visit team report; reaffirming WASC/WSCUC for another six years through 2024. WASC action also outlined the evidence to be included in HNU's September 30, 2019 progress report that was to include evidence of HNU's secured 30-years loan amount; HNU successfully attained \$49,000,000 of California Municipal Financial Authority (CMFA), Revenue Bonds Series 2019 as fully

executed on September 27, 2019. HNU has possession of the monies to pay off HNU's current line of credit and have an operating reserve to fund the HNU strategic institutional, enrollment and business plans as accepted by WASC. Please refer to the attached HNU's September 2019 WASC Progress Report documents.

- As of submission of this agenda item document packet, HNU has maintained its full WASC/WSCUC accreditation status through 2024 with the previously established reviews to occur according to the following schedule: Mid-cycle Review Spring 2020, Offsite Review Fall 2023 and Accreditation Visit Spring 2024. Please refer to the WASC website page printed on 12/18/19 as attached.

HNU has provided a written response to the CAV findings and submitted the required evidence correcting the area of non-compliance along with written documentation related to HNU's current WASC/WSCUC status/reports including HNU's institutional and program specific budgets evidencing financial viability for the next five years. Presentation of HNU's CAV findings and submitted evidence of compliance is being made to provide BRN ELC committee members and the full Board ample opportunity to review HNU's submitted evidence in support of continuing approval for the next five years. The presentation today is the opportunity for Board members to speak directly with university representatives in relation to HNU's stable senior institutional leadership, sufficiency of resources as evidenced in the attached five years institutional and program specific budgets and compliance evidence documents.

ACTION:	Recommend Continuing Approval for Approved Nursing Program (Prelicensure) Holy Names University Baccalaureate Degree Nursing Program (BPC 2788, CCR 1421, 1423) (Present)		
MOTION:	Michael Jackson		
SECOND:	Donna Gerber		
VOTE:	MJ: Aye	DG: Aye	KM: Abs
PUBLIC COMMENT:	None		

7.6.2 Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action for Approved Nursing Program (Prelicensure), Los Angeles City College Associate Degree Nursing Program. (BPC 2788, CCR 1421, 1423) (Present)

BACKGROUND: Dr. Christiana Baskaran, Director of Nursing has served as Program Director, ADN since 2015 after LACC had a consultant serving as DON during an extensive and lengthy search. Laura Berry Assistant Director and faculty member has served as Assistant Director since January 2016 and faculty since 2009. The Nursing Department has undergone multiple changes in the last 5 years with frequent turnovers of the campus President (x2), Vice President (x2) and Dean (x6 with 4 in the last 2 years). A regularly scheduled continuing approval visit was conducted on October 22, 23, and 24, 2019 by Nursing Education Consultants Loretta Melby and Dr. Heather

Sands. During the visit, meetings were held with the program director, assistant director, students, faculty, support staff, administration, and visits to clinical facilities. A comprehensive review was completed of the self-study submitted by the program and the program provided additional materials for review including but not limited to faculty meeting minutes.

LACC currently has 143 students and is approved to enroll 50 students two times a year but is currently enrolling 40 students two times a year due to clinical impaction.

The program was found to be in non-compliance in four (4) areas (with one being a related section) at the time of this visit:

1. CCR Section 1424(d) Resources
2. (Related to section 1424(d)) CCR Section 1424 (d) In selecting a new clinical agency or facility for student placements
3. CCR 1424 (e) The director and the assistant director shall dedicate sufficient time for the administration of the program
4. CCR Section 1424(h) Faculty type and number

All as stated in the attached Report of Findings and detailed in the Consultant Approval Report.

Six (6) recommendations (with two being related sections) were given for:

1. (related to 1424 (h)) CCR Section 1425(f) – Faculty Qualifications and Changes-Content Expert
2. CCR Section 1425.1(a) Faculty Responsibility – Planning and implementing curriculum content
3. (related to 1425.1 (a)) CCR Section 1424(b) –Policies and Procedures
4. CCR Section 1425.1 (b) Each faculty member shall participate in an orientation program
5. CCR Section 1425.1(d) Faculty Responsibilities – Clinical Competency.
6. CCR 1427 (b) A program that utilizes an agency or facility for clinical experience shall maintain written objectives for student learning in such facilities and shall assign students only to facilities that can provide the experience necessary to meet those objectives.

All as stated in the attached Report of Findings and detailed in the Consultant Approval Report.

The above areas of non-compliance are all related to lack of adequate resources, release time and support services needed to achieve the program's outcomes and support the student through their educational journey. It is important to note that the previous continuing approval visit in 2015 also had noncompliance in section 3: sufficiency of resources. At that visit the DON did not teach on an overload assignment, ADON had a 50% release time (now 0.2% (1 day a week)) and had 3 more FT faculty with the same enrollment pattern of 40 x 2 annually.

The areas of recommendation are similarly related to the areas of noncompliance. These areas of recommendations are all programmatic

responsibilities that have suffered due to lack of time and attention paid to them. The nursing administration, faculty, and support staff have had to divert their attention from other faculty responsibilities defined in regulation to covering theory and clinical times on an overload assignment and to serving the student by ensuring that their education is not affected by the program's lack of resources. The nursing program, through teamwork and dedication, has managed to meet the needs of the students and continue to improve the NCLEX pass rates with the latest at 96.72% . However, this is not sustainable with only 4 full-time faculty, not including the Director of Nursing, and 22 part time faculty. The stress of this workload is starting to show. There were reports of incivility between some faculty, a complaint to the BRN, and there have been 10 formal student grievances in last 5 years.

LACC faculty and staff have voiced the need for more faculty, a sim tech or sim coordinator, a clinical placement coordinator (CPC), increasing their Counselor/recruiter from a PT to a FT position and someone to assist with student success. During this visit the consultant discussed the need for replacing and filling all open or recently vacated positions and adding additional FT faculty positions with the Dean, the VP, and the President. We stressed the importance of not waiting for the normal college hiring process and stated that these positions need to be filled prior to January 2020 if possible.

A progress note was received by LACC that was formulated by the Dean in consultation with the VP, President and DON that showed an action plan to address the 4 areas of noncompliance. (1) Sufficiency of resource: They have hired an FT instructional assistant that will manage the skills lab and will increase open lab from 16 hours a week to 40 hours a week. In lieu of hiring a student success coordinator and increase the Counselor/recruiter position from PT to FT, the school has suggested that the DON will work their counseling department to develop strategies for student success and attrition and will have nursing faculty post their office hours. (2) Clinical placement needs: The school stated that they will increase the release time of the ADON from 0.2 to 0.4 and assign the 0.2 (1 day a week) to the management of clinical placement coordination needs and will not be hiring a Clinical placement coordinator (3) Adequate release time of DON and ADON: They will increase the release time of the ADON from 0.2 to 0.4. The additional 0.2 has been allotted to address the need of the clinical placement coordinator role and in no way addresses the need to increase the release time of the ADON to facilitate the coordination of faculty responsibilities, curriculum revision, program evaluation, accreditation preparation, faculty onboarding and mentoring, or to ensure adequate succession planning. They have removed the overload teaching assignment from the DON. Therefore, there has been no suggested change to address this noncompliance, the DON will remain at 100% release time to manage the needs of the program with the ADON also remaining at 0.2 (1 day a week) to assist in these responsibilities. (4) Faculty: The school

administration ensured the BRN that they evaluate the number of full-time faculty and the impact on the program through a Program Review and Effectiveness yearly. They will hire ONE faculty member for Mental Health in Spring to start in Fall 2020. Also stating that during the fall (2020), they will evaluate the impact of this new faculty member in the department for efficiency, reevaluate the need, and then decide future FT hiring needs. Note that the Mental Health position was a failed search last year and if hired, will only increase the FT faculty from 4 to 5 and the last CAV in 2015 with the same enrollment pattern at 7 FT faculty. Of additional importance, please understand that when the school addressed the other non-compliances above that they took away instructional time and reassigned that to address these areas of noncompliance. They did this by removing the overload teaching assignment from the DON, who taught Advanced Med Surg theory and oversaw the Clinical aspect of the preceptorship making site visits etc., they asked the 4 FT faculty to ensure that they are available for their posted office hours for Student Success instead of hiring a Student Success Coordinator or increasing the PT Counselor/Recruiter to a FT position, and they removed a 0.2 from the ADON's teaching assignment to cover the 0.2 they allotted for the CPC duties instead of hiring additional support services.

ACTION:	Recommend Changing Continuing Approval of Prelicensure Nursing Program to Place Program on Warning Status With Intent to Close Program, Los Angeles City College Associate Degree Nursing Program. (16 CCR 1423.2)		
MOTION:	Michael Jackson		
SECOND:	Donna Gerber		
VOTE:	MJ: Aye	DG: Aye	KM: Abs
PUBLIC COMMENT:	None		

7.7 Discussion and Possible Action Regarding Acceptance of Program Progress Report and Discussion and Possible Action to Address Any Performance Gaps Including Actions Described in 16 CCR § 1423.2(a).
(Present)
7.7.1 Compton College Associate Degree Nursing Program
7.7.2 East Los Angeles College Associate Degree Nursing Program

7.7.1 Discussion and Possible Action Regarding Whether to Recommend Acceptance of Program Progress Report and Any Action(s) to Address Any Performance Gaps Including Actions Described in 16 CCR § 1423.2(a), Compton College Associate Degree Nursing Program (Present)

BACKGROUND: The BRN approved the separation of El Camino-Compton Education Center from El Camino College nursing program on May 9, 2019 along with an Action Plan requiring Quarterly Progress Reports from Compton College to address the following ongoing areas of concern: Administration and Organization of the Nursing Program including Leadership Development/Mentoring of the Program Director and Assistant Director and

Program Administration/Faculty Qualifications; Implementation of the recently approved Concept-Based Curriculum; and NCLEX Pass Rates.

Quarterly Report Summary

The second Quarterly Progress Report was submitted on December 20, 2019. See Attachment – Quarterly Progress Report. Monthly conference calls continued during the period at the request of Dr. Keith Curry with the Compton College Administrative and Nursing Administrative Teams, Badrieh Caraway, Supervising NEC, and Dr. Donna Schutte, NEC. Continued progress in each of the areas identified in the BRN Approved Action Plan was noted.

CCR Section 1424 (a-h) Administration & Organization of the Nursing Program. With the planned mid-December retirement of Acting Associate Dean/Program Director Zenaida Mitu, MA Nursing, RN, Assistant Program Director, Shirley Thomas, EdD, RNC-OB, MSN-FNP, CPN, PM was named Interim Associate Dean/Program Director. She will serve in this position through June 20, 2020. Recruitment for the permanent Associate Dean of Nursing/Program Director position will begin on February 1, 2020 with a start date of July 1, 2020. The Administrative Teams are aware of the need for stability in the administration of the program during this time. They continue to meet biweekly for program and student success. There is ongoing work on program infrastructure development in the areas of leadership development/mentoring of the Program Director and Assistant Director along with implementation of total program evaluation and committee processes/communication in the department. In addition, a timeline has been implemented for the planned November 2020, BRN Continuing Approval Visit. See Attachment-Quarterly Progress Report-Fall 2020 BRN Visit Timeline.

CCR Section 1425 (a-d). Program Administration and Faculty Qualifications. The last two full-time faculty positions are expected to be filled by February 3, 2020. Position assignments will begin spring semester for a total of four new full-time faculty hired in the 2019-2020 academic year and consistent with the BRN Approved Action Plan. The job descriptions for the Assistant Director, Skills Lab Coordinator, Simulation Lab Coordinator, Student Success Coordinator, and Student Success Facilitator positions were approved November 19, 2019 by the Compton Community District Board and will be fully implemented spring semester 2020. See Attachment Quarterly Progress Report - Compton College Nursing Program Job Descriptions.

CCR 1426 (a-b). Required Curriculum. No major issues have been identified regarding the implementation of the BRN approved concept-based curriculum in the first semester. Student feedback was reported as positive. Faculty participated in Lippincott webinars with face-to-face presentations on September 16, October 7, and October 21 to continue building on concepts and exemplars for Spring 2020 courses. A workshop with Lippincott representatives was held on December 9th to close out the

first semester course and finalize the roll-out of Spring 2020 courses. Nursing Education Consultant, Dr. Linda Caputi, will host a two-day “Curriculum Revision Toolkit” training/workshop at Compton College for nursing faculty on January 27 and 28. All full time and six part time faculty with 20% and 15% release time respectively, have developed their individualized professional growth plans with goals, timelines, and expected outcomes.

CCR 1431 NCLEX Pass Rate. Following the approval of the job descriptions for the Student Success Coordinator and Student Success Facilitators by the Compton Community College District Board of Trustees (November 19, 2019), a written plan to improve and sustain the program’s NCLEX pass rate was developed. See Quarterly Progress Report-Raising and Sustaining the Pass Rate of Compton College Nursing Graduates on NCLEX RN. The Nursing Student Success Coordinator works closely with nursing course faculty and assigns academically underperforming students to an appropriate Nursing Student Success Facilitator to provide support activities, tutoring, and mentorship for the nursing students. A plan for use and staffing of the Simulation Lab has begun implementation to enhance learning presented in the classroom and clinical setting. Beginning spring semester 2020, the Simulation Laboratory Coordinator will be a full-time nursing faculty. With the support of part-time faculty, there will be scheduled instruction along with open lab sessions for practice and remediation. See Quarterly Progress Report-Compton College Simulation Plan. Fourth semester students continue to complete the ATI Capstone Course and the ATI Capstone Predictor Exam to aid in assessing for individual area(s) of deficiency and provide a focused area for study. A personal coach from ATI serves as a resource for students through assisting in remediation of identified area(s) of deficit. Kaplan Review is also available to students at a subsidized cost. The nursing program has subscribed to NCSBN Program Reports/Mountain Measures and are awaiting the first report.

ACTION:	Recommend Acceptance Of Program Progress Report From Prelicensure Nursing Program, Compton College Associate Degree Nursing Program. (16 CCR 1423) (Present)		
MOTION:	Michael Jackson		
SECOND:	Donna Gerber		
VOTE:	MJ: Aye	DG: Aye	KM: Abs
PUBLIC COMMENT:	None		

7.7.2 Discussion and Possible Action Regarding Acceptance of Program Progress Report and Discussion and Possible Action to Address Any Performance Gaps Including Actions Described in 16 CCR § 1423.2(a). East Los Angeles College Associate Degree Nursing Program (Present)

BACKGROUND: At the November 2019 Board Meeting the BRN Changed Continue Approval Status of East Los Angeles College Associate Degree Nursing Program to Waring Status with Intent to Close the Program. Monthly Progress Reports to Nursing

Education Consultant, Present at All ELC Meetings During Period Of Warning Status (October 2020). College Shall Conduct a Comprehensive Program Assessment to Identify Variables Contributing to the Substandard Pass Rate and Shall Submit a Written Report to the Board. The Report Shall Include the Findings of the Assessment and a Plan for Increasing the Pass Rate Including Specific Corrective Measures to be Taken, Resources, and Timeframe.

The program was found to be in non-compliance in six (6) areas at the time of this visit: *Items in blue below are updates since the last report in November 2019.*

7. CCR Section 1424(b)(1) – Administration and Organization – Program Evaluation
 - *Once the final schedule for the spring is totally prepared, dates certain will be identified as the second meeting of every month will be dedicate to the Total Program Evaluation Plan which each faculty member has access to.*
 -
8. CCR Section 1424(d) Resources; CCR Section (e) and (f) Director and Assista Director ‘s dedicated sufficient time for Administration of the program
 - *Beginning January 2020, the Director of Nursing will have 100% release to administer the program and begin to prepare the individuals that will assume the role of Assistant Director.*
 - *Two assistant directors have been appointed and approved by the NEC The College will send the Director and both Assistant Directors to the ADN meetings in March 2020.*
 - *New supply orders continue to come in.*
 -
9. CCR Section 1424(h) Faculty type and number
 - *Reopen the Psych Mental Health faculty search, neither of two candidates from last search were qualified for BRN approval.*
 - *The campus hiring committee recommended the hiring of an additiona two full-time faculty positions in the nursing department.*
10. CCR Section 1425 – Faculty Qualifications and Changes
 - *A new content expert for Maternal Child Health has been assigned.*
11. CCR Section 1426(b) Required Curriculum
 - *A 5-day student bootcamp was initiated in December 2019 to better prepare students for the expectations of the nursing program.*
 - *Minor Curriculum Revision for winter session ready for implementation, a 4-day orientation held for incoming students and included: This gathering included presentations from Admissions, Financial Aid, the Nursing Counselor, and Nursing Expectations by the chairperson.*
12. CCR Section 1431–Licensing and Examination Pass rate Standard
 - *Case manager is working with current seniors as well as contacting an following graduates from eh past 10 years who have not taken the NCLEX.*
 - *Kaplan Test Plan met with faculty and administration. A formal plan including remediation has been set up and will begin Spring 2020.*

Five (5) recommendations were given for:

1. CCR Section 1424(b) –Policies and Procedures
All beginning students have received the Student Handbook which reflect the Philosophy, objectives of the program and addendum will be distributed to all students reflecting the change in delivery of program course content.
2. CCR Section 1424(c) Organizational Chart
 - *The organizational chart will be completed in January so as to share with the new Assistant Directors in the development of the revised Organization chart.*
3. CCR Section 1425(f) – Faculty Qualifications and Changes-Content Expert
 - *A new content expert for Maternal Child Health has been assigned.*
4. CCR Section 1425.1(a) Faculty Responsibility – Planning and implementing curriculum content
5. CCR Section 1425.1(d) Faculty Responsibilities – Clinical Competency.

NEC phone meeting January 6, 2020. Requesting monthly reports starting in February from the College administration regarding board action required.

- *College Shall Conduct a Comprehensive Program Assessment to Identify Variables Contributing to the Substandard Pass Rate and Shall Submit a Written Report to the Board. The Report Shall Include the Findings of the Assessment and a Plan for Increasing the Pass Rate Including Specific Corrective Measures to be Taken, Resources, and Timeframe.*

ACTION:

Recommend Acceptance Of Program Progress Report From Prelicensur Nursing Program, East Los Angeles College Associate Degree Nursing Program.

(16 CCR 1423) (Present)

MOTION:

Michael Jackson

SECOND:

Donna Gerber

VOTE:

MJ: Aye

DG: Aye

KM: Abs

PUBLIC COMMENT:

None

7.8

~~**Discussion and Possible Action Regarding Whether to Recommend Acceptance of Changes To An Approved Nursing Program or Other Action(s), The Martha Fuerst School of Nursing –San Diego Associate Degree Nursing Program (Addition of a new campus or location) (CCR 1432) (Present)**~~

7.9

Discussion and Possible Action Regarding Whether to Recommend Continuing Approval of An Approved Nursing Program or Other Action(s), Pacific College Associate Degree Nursing Program. (BPC 2788; CCR 1421, 1423) (Present)

BACKGROUND:

Judith McLeod, PhD, RN is the program director and Jeannie Brown, MSN, RN is the Assistant Director. Pacific College (PC) was approved as a new prelicensure program on April 11, 2019 for a Fall (October) and Spring

enrollment of 45 student cohort with an annual enrollment of 90 students. PC is accredited by the Western Association of Schools, Senior College and University Commission (WASCUC) as a degree granting institution of higher education.

PC was brought before the ELC on October 17, 2019 for several concerns related to regulation after speaking with the prior program director, Ms. Bobbie-Ann Murphy. At that time the new program was to admit their first cohort of 45 students in October 2019. Subsequent to that meeting and working very closely with Dr. McLeod, all concerns were resolved and a request for a delay in admission was received. ELC recommendation to the Board in October was to defer continuing approval with the submission of monthly progress reports, which, the Board adopted on November 14, 2019. Since the ELC and November Board meeting, PC has continued to send progress reports that includes updates on faculty hiring practices, admission of students, and continued preparation for the first admission of students February 24, 2020. Weekly meetings are held between the program director and assistant director and the program director and administration. Following is the most current progress report:

Admission of students-Currently, PC has 35 students admitted for the February start. Of the 35, 32 are also enrolled in the RN to BSN track. There are also 12 students currently enrolled in prerequisite courses and will qualify to join the first cohort if they meet the admission requirements and interview. There are an additional 67 students currently enrolled in prerequisite courses that will qualify to start the second cohort admission in August 2020 if they meet the admission requirements and interview.

Orientation of the first cohort of students will occur on February 17-19 with ATI providing a student orientation on February 18. Uniform fitting is scheduled for January 10, 2020.

Faculty hiring-Currently, PC has hired 5 full-time and eight part-time faculty that will cover Medical/surgical, geriatrics, pediatrics, and obstetrics. There is a current search for a psych/mental health faculty. PC has also hired a faculty for the Skills and Simulation lab and Academic Success Coordinator. Faculty professional development for ATI is scheduled for January 22 & 23, 2020 and high and mid fidelity orientation by Laerdal in January and February 2020.

Physical site-The simulation and skills lab are being prepared with equipment and supplies. Two high-fidelity mannequins are in place with several mid-fidelity mannequins available for the skills lab.

Clinical sites- as reported at the October ELC and November Board meetings, all facilities have confirmed the ability to accommodate the ADN students with the change in start date.

Dr. McLeod, Ms. Brown, and the administrative team has worked diligently to resolve all prior concerns and the program is ready to start the first cohort of students in February 2020.

ACTION:	Recommend Continuing Approval of An Approved Nursing Program, Pacific College Associate Degree Nursing Program. (BPC 2788; CCR 1421, 1423) (Present)		
MOTION:	Michael Jackson		
SECOND:	Donna Gerber		
VOTE:	MJ: Aye	DG: Aye	KM: Abs
PUBLIC COMMENT:	None		

7.10 Discussion and Possible Action Regarding Whether to Recommend Continuing Approval or Other Action(s) for Advanced Practice Program, Holy Names University FNP-MSN Nurse Practitioner and Post Master’s Certificate FNP Nursing Programs (CCR 1480) (Present)

BACKGROUND:

Aimee Paulson, DNP, FNP-BC, RN, has been the HNU FNP Program Director since Fall 2018. Dr. Paulson has been teaching at HNU since 2015. She replaced now retired former program director, Dr. Maria Mangini, FNP, RN, PhD. Dr. Edith Jenkins-Weinrub is the Dean of the HNU School of Nursing(SoN) and works collaboratively with the FNP program director to ensure compliance with Board, CCNE and WASC/WSCUC regulations, standards, and reporting requirements.

The FNP Program was first BRN approved in 1997. The MSN degree option is a six-seven semesters program of study and the Post Master’s FNP Certificate program of study is six semesters since only select courses are offered in certain terms. Current program enrollment is 41 enrolled in the program. There are 27 in the first year and 14 second semester program students. Of the 41 enrolled in these two program options, (37) are FNP-MSN option students and (4) are Post Master’s FNP Certificate students. The approved program enrollment pattern is twice a year admission of up to 35 students, Fall and Spring terms. Approved total program enrollment is up to 70 students at any one time. HNU is CCNE accredited through Spring 2022 and WASC/WSCUC accredited until 2024. Please refer to the latter part of this agenda item summary for further detail regarding WASC/WSCUC and Department of Education actions between 2016-2019.

On time program/degree completion rates for the last three years (24/29), (20/24), (15/17) have ranged from 82-88%. Program students are required to take the standardized national certification exams in preparation for taking the FNP national certification exam after graduation. Program national certification pass rates indicate the program has increased the number of graduates taking either the AANP or ANCC national FNP certification exams and pass rates have ranged from 75%-100% for those electing to take the national certification exam soon after program completion. HNU voluntarily subscribes to the national benchmarking program evaluation data collection, analysis, and reporting through EBI/Skyfactor and uses reported data for

program improvement actions. The estimated cost of the FNP-MSN program option is \$50,592. The estimated cost of the Post Master's FNP Certificate option is \$34,782.

FNP program students and clinical agencies report satisfaction with the educational preparation and performance of program students and graduates, program orientation, and clinical preceptor orientation and precepted experiences. The program enjoys an excellent reputation in the communities it serves. Graduates have no difficulty finding FNP employment.

A continuing approval visit was conducted by K. Daugherty, NEC July 11-13, 2019. One area of non-compliance, CCR 1484 (d) (9) Curriculum was made. Three areas of suggested recommendations to strengthen the program (CCR 1484 (b) (3) Administration, CCR 1484 (c) Faculty, and CCR 1484 (d) (12) (P) Curriculum-Legal Aspects were identified as described in the attached agenda materials. The program corrected the one area of non-compliance immediately as described in the program's written response as attached. During the CAV in July 2019 and as well as post visit, HNU was asked to provide written evidence/materials related to HNU's WASC/WSCUC accreditation status and any pertinent Department of Education (DOE) action letters. These documents are attached and summarized below.

- HNU's WASC/WSCUC July 2016 action letter acknowledged receipt of the March 2016 accreditation site visit report; reaffirmed HNU accreditation for **eight years**; scheduled a Special Visit for Spring 2019 to verify operationalization of a comprehensive retention plan; implementation of developed processes to generate report and analyze data relative to student retention and reasons students leave HNU after a second year of study; coordination of academic and student service programs to improve educational effectiveness; results of student success assessments; assessment of core competencies, general education and program level learning outcomes; evidence of improved and stable financial base reflected in part in the achievement of strategic enrollment goals; and regular evaluation of the president and succession plans for all key university leaders. Please refer to the attached WASC/WSCUC letter dated July 8, 2016.
- From April 21, 2017 until July 31, 2018, HNU was placed on Department of Education (DOE) Heightened Cash Monitoring 1 payment method/Zone reporting requirements when HNU's Financial Ratio Composite score was calculated by DOE to be 1.1 instead of the minimum score of 1.5 as required by regulations 34 C.F.R. 668.171 (b) (1). DOE identified the lower than required composite score was based on audit of the financial statements provided by HNU for FYE June 30, 2016. HNU's reporting deficiency (incorrect reporting of tuition revenue and deferred revenue) for FYE June 30, 2016 was identified by DOE in April 2017 (see attached documents). Effective July 31, 2018, DOE Federal Student Aid Office had reviewed HNU's June 30, 2017 financial statements and released HNU from the HCM1 Monitoring

payment method and the Zone reporting requirements when HNU 2017 financial statement documents evidenced/yielded a composite score of 2.4 out of a possible 3.0. Since then, HNU has maintained a composite score of 1.5 or higher. In HNU's attached CAV November 2019 response, HNU reports its FY 18/19 composite score is 1.8. According to HNU report documents this score indicates HNU's financially viable according to the requirements set by the Federal Student Aid Office of the Department of Education. Please refer to the attached DOE letters dated April 21, 2017 and July 31, 2018 and the HNU's September WASC progress report and the November 2019 CAV Response documents.

- A pre-scheduled WASC/WSCUC Special Visit occurred in February 2019 to verify progress in the areas mentioned in the 2016 commission action letter. In July 2019 HNU received the WASC commission action letter confirming receipt of 2019 February Special Visit team report; reaffirming WASC/WSCUC for another six years through 2024. WASC action also outlined the evidence to be included in HNU's September 30, 2019 progress report that was to include evidence of HNU's secured 30-years loan amount; HNU successfully attained \$49,000,0000 of California Municipal Financial Authority (CMFA), Revenue Bonds Series 2019 as fully executed on September 27, 2019. HNU has possession of the monies to pay off HNU's current line of credit and have an operating reserve to fund the HNU strategic institutional, enrollment and business plans as accepted by WASC. Please refer to the attached HNU's September 2019 WASC Progress Report documents.
- As of submission of this agenda item document packet, HNU has maintained its full WASC/WSCUC accreditation status through 2024 with the previously established reviews to occur according to the following schedule: Mid-cycle Review Spring 2020, Offsite Review Fall 2023 and Accreditation Visit Spring 2024. Please refer to the WASC website page printed on 12/18/19 as attached.
- HNU has provided a written response to the CAV findings and submitted the required evidence correcting the area of non-compliance along with written documentation related to HNU's current WASC/WSCUC status/reports including HNU's institutional and program specific budgets evidencing financial viability for the next five years.
- Presentation of HNU's CAV findings and submitted evidence of compliance is being made to provide BRN ELC committee members and the full Board ample opportunity to review HNU's submitted evidence in support of continuing approval for the next five years. The presentation today is the opportunity for Board members to speak directly with university representatives in relation to HNU's stable senior institutional leadership, sufficiency of resources as evidenced in the attached five year institutional and program specific budgets and compliance evidence documents.

ACTION:	Recommend Continuing Approval or Other Action(s) for Advanced Practice Program, Holy Names University FNP-MSN Nurse Practitioner and Post Master's Certificate FNP Nursing Programs (CCR 1480) (Present)		
MOTION:	Michael Jackson		
SECOND:	Donna Gerber		
VOTE:	MJ: Aye	DG: Aye	KM: Abs
PUBLIC COMMENT:	None		
7.11	Public Comment for Items Not On The Agenda		
	NOTE: The Committee may not discuss or take action on any matter raised during the Public Comment section that is not included on this agenda, except whether to decide to place the matter on the agenda of a future meeting. (Government Code, Sections 11125 and 11125.7(a)).		
PUBLIC COMMENT:	None		
7.12	ADJOURNMENT: 10:07 am		

Submitted by:



Mary Ann McCarthy, EdD, MSN, RN, PHN
Nursing Education Consultant/ELC Liaison

Accepted by:



Michael Jackson, MSN, RN
Chairperson