

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
March 5, 2014**

TIME AND
PLACE:

The meeting of the Education Informal Conference Committee was convened at 9:15 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Board Room 3, Henrico, Virginia.

MEMBERS
PRESENT:

Jane Ingalls, RN, Ph.D., Chairperson
Jeanne Holmes, Citizen Member

STAFF
PRESENT:

Jay P. Douglas, MSM, RN, CSAC, FRE, Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Jodi P. Power, R.N., J.D., Deputy Executive Director
Elaine Yeatts, DHP Senior Policy Analyst
Charlette Ridout, RN, MS, Senior Nursing Education Consultant
Beth Yates, Administrative Assistant

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

**Initial Approval Survey Visit and NCLEX Pass Rate below 80%
for two years**

South University – BSN Program, Glen Allen

Dr. Ann McNallen, RN, Program Director, and Dr. Sharon Broscious, RN were in attendance.

Ms. Douglas left the meeting at 9:52 a.m.

At 10:11 a.m. Ms. Holmes moved that the Education informal conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of South University, Glen Allen Campus, BSN Program. Additionally, she moved that Dr. Saxby, Ms. Ridout and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:33 a.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to place the South University Glen Allen Campus program on conditional approval until such time as the Board has reviewed and acted on the 2014 NCLEX results. In addition, the program will continue to submit quarterly reports addressing their systematic plan of evaluation, preceptor designations, the NCLEX pass rate, and progress on campus specific information. The Board staff shall conduct a site visit pursuant to 18 VAC 90-20-151.B. The program will submit a faculty exception request pursuant to 18 VAC 90-20-90.A.4.b. and 7.

Request for Curriculum Change

South University – BSN Program, Virginia Beach and Glen Allen Campuses

Dr. Ann McNallen, RN, Program Director, Dr. Abby Pachter RN Program Director, Dr. Sharon Broschious, RN and Carol Maxwell were in attendance.

Ms. Douglas returned to the meeting at 10:40 a.m.

At 10:53 a.m., Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of South University, Glen Allen and Virginia Beach, BSN Programs. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:59 a.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to accept the curriculum change as information. The Glen Allen campus will be placed on conditional approval and the Virginia Beach campus will remain on provisional approval.

Request for Curriculum change

**Rappahannock Community College-ADN and PN Program,
Glenns/Warsaw**

Charles Smith, RN, MSN, Dean was in attendance.

Action: Recommend to accept the curriculum change as information for both the ADN and PN programs.

NCLEX Success Plan and intent to phase out and close the ADN Program and NCLEX Pass Rate below 80% for 2 years

Virginia State University – ADN Program, Petersburg

Patricia Lawson, Program Director and Larry Brown, Dean were in attendance.

At 11:28 a.m. Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Virginia State University, ADN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:44 a.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to accept the notice of intent of voluntary closure of the ADN program and require that they comply with 18 VAC 90-20-170, referencing closing of an approved program. Further place the program on conditional approval based on NCLEX pass rates below 80% for 2 years pursuant to 18 VAC 90-20-151.B. The closure date of the ADN program will be May 31, 2017.

NCLEX Pass Rate below 80% for 3 years – RN Program

ITT Technical Institute – ADN Program, Norfolk

Trudy Kuehn, RN, Program Chair, was in attendance.

At 12:06 p.m. Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of ITT Technical Institute, ADN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 12:22 p.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to withdraw the program approval. The withdrawal of approval shall be STAYED and the program shall remain on conditional approval with the following terms and conditions:

1. ITT shall not admit any new students or transfer students for a period of one year from the entry of the order;
2. The NCLEX test results for calendar year of 2014 shall be 80% or above;
3. ITT shall satisfactorily comply with its NCLEX Success Plan as reviewed and determined by the Board;
4. ITT shall comply with the Board's regulations for maintaining an approved registered nursing education program;
5. ITT shall provide reports demonstrating compliance with the terms and conditions of this order every 6 months; the first report is due September 2014; and
6. At its discretion, the Board may conduct site visits to determine compliance with Board of Nursing regulations. ITT shall be responsible for any fees that may be required for review and approval.

Request for Continued Approval Survey Visit

Thomas Nelson Community College – ADN Program, Hampton

Mary Catherine Howard, RN, Program Chair, Lonnie Schaffer, RN, VP for Academic Affairs, and Lisa Draper, RN, Program Chair were in attendance.

Action: Recommend to grant full approval of the ADN Program for Thomas Nelson Community College in Hampton

Request for Provisional Approval Survey Visit

**America School of Nursing and Allied Health – PN Program,
Woodbridge**

Esi Gyenin, RN, Program Director was in attendance

Action: Recommend to grant provisional approval to America School of Nursing and Allied Health. The program may admit students. Their first quarterly report will be due July 1, 2014.

Follow-up from NCLEX Survey Visit Report and NCLEX Pass Rate below 80% for 3 years

Bryant & Stratton College – ADN Program, Richmond

Diane Howell, RN Program Director, Jacqueline Wilmoth, and Joette Laehberger, Campus Director were in attendance

At 1:06 p.m. Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Bryant and Stratton, ADN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:13 p.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to withdraw the program approval. The withdrawal of approval shall be STAYED and the program shall remain on conditional approval with the following terms and conditions:

1. Bryant & Stratton College shall not admit any new students or transfer students for a period of one year from the entry of the order;
2. The NCLEX test results for calendar year of 2014 shall be 80% or above;

3. Bryant & Stratton College shall satisfactorily comply with its NCLEX Success Plan as reviewed and determined by the Board;
4. Bryant & Stratton College shall comply with the Board's regulations for maintaining an approved registered nursing education program;
5. Bryant & Stratton College shall provide reports demonstrating compliance with the terms and conditions of this order every 6 months; the first report is due September 2014; and
6. At its discretion, the Board may conduct site visits to determine compliance with Board of Nursing regulations. Bryant & Stratton College shall be responsible for any fees that may be required for review and approval.

Ms. Douglas left the meeting at 1:21 p.m.

Initial Approval Survey Visit

Northern Virginia Community College – PN Program, Springfield

Lundy Beard RN, Program Director was in attendance

Action: Recommend to grant full approval. The next survey visit will be scheduled in 2022.

Ms. Douglas returned to the meeting at 1:30 p.m.

Voluntary Closure and NCLEX Pass Rate Below 80 % for 3 years

Norfolk State University – ADN Program, Norfolk

Jessica Parrott, PNP, RN, CPNP, Interim Department Chair, and Frances C. Gray, DNP, RN, CCM, BSN Program Coordinator were in attendance.

At 1:40 p.m. Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Norfolk State University - ADN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Ridout, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:51 p.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to accept the notice of intent of voluntary closure of the ADN program and require that they comply with 18 VAC 90-20-170, referencing closing of an approved nursing program. Further the program will continue on conditional approval based on NCLEX pass rates below 80% for 3 consecutive years pursuant to 18 VAC 90-20-151.B until the program closes on July 31, 2014.

The committee recessed at 1:52 p.m.

The committee reconvened at 2:25 p.m.

Ms. Anne Joseph, Administrative Proceedings Division, joined the meeting at 2:25 p.m..

Informal Conference

Hampton University – BSN Program, Hampton

Dr. Deborah Jones, Director, and Attorney Nathan Kottkamp, McGuire Woods were in attendance.

At 3:14 p.m. Ms. Holmes moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711 (A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Hampton University - BSN Program. Additionally, she moved that Ms. Douglas, Dr. Saxby, Ms. Joseph, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 3:49 p.m.

Ms. Holmes moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend to the Board that the Hampton University BSN Program be released from the 2011 Consent Order and return the program to full approval and to further order the submission of the NCLEX Success Plan within 30 days of the entry of the order based on the 2013 NCLEX test scores below 80% Following the submission of the NCLEX Success Plan, the Board will take no further action at this time.

Ms. Joseph left the meeting at 4:05 p.m.

Jodi Power, R.N., J.D. Deputy Executive Director of the BON, and Elaine Yeatts, DHP Senior Policy Analyst joined the meeting at 4:05 p.m.

Review of Proposed Education Regulations

Review of public comment related to proposed Education regulations were discussed and recommendations were developed to be presented to the full Board on March 18, 2014.

Ms. Power and Ms. Yeatts then left the meeting at 5:40 p.m.

Ms. Douglas left the meeting at 5:40 p.m.

Request for Provisional Approval Survey Visit

Paul D. Camp Community College – PN Program, Suffolk

Action: Recommend to grant provisional approval and the admission of students is permitted. The first quarterly report is due on July 1, 2014.

Request for Continued Approval Survey Visit

Danville Community College – PN Program, Danville

Action: Recommend to continue full approval.

Patrick Henry Community College – PN Program, Martinsville

Action: Recommend to continue full approval.

Dabney S. Lancaster Community College – ADN Program, Clifton

Action: Recommend to continue full approval.

NCLEX Survey Visit Report and NCLEX Pass Rate Below 80% for Three (3) Consecutive Years

Star College – PN Program, Falls Church

Program representatives were not in attendance.

Action: Recommend to withdraw program approval based on the NCLEX scores below 80% or three consecutive years pursuant to 18 VAC 90-20-151.B. and multiple violations of Board Regulations as identified in the survey visit report of November 20, 2013. Star College will comply with 18.VAC.90-20-170, referencing closing of an approved program. They may not admit any new or transfer students. The closure date will be 30 days after the expected date of graduation of the most recent admitted cohort of the PN program.

Request for Relocation Site Visit

Page County Technical Center - PN Program, Shenandoah

Action: Recommend to continue full approval and accept the change of relocation as information.

Request for Curriculum Change

Mountain Empire Community College – PN Program, Big Stone Gap

Action: Recommend to continue on full approval and accept the curriculum change as information.

Saint Michael College of Allied Health – ADN Program, Alexandria

Action: Recommend to continue on provisional approval and accept the report as information.

Virginia Western Community College – ADN Program, Roanoke

Action: Recommend to defer action based on information received regarding the resignation of the program director.

Plan of Action for Clinical Time

Lord Fairfax Community College – PN Program, Middletown

Action: Recommend to accept the report as information, and continue full approval.

Lord Fairfax Community College – RN Program, Middletown

Action: Recommend to accept the report as information, and continue full approval.

Request for Exception for Director of Program and Voluntary Closure

Lord Fairfax Community College – PN Program, Middletown and Fauquier

Action: Recommend to accept the voluntary closure of the practical nursing program at the Fauquier location, effective July 31, 2014. Further, the current program director may continue in that role at both locations until the closure of the Fauquier location.

Voluntary Closure

T. C. Williams High School – PN Program, Alexandria

Action: Recommend to accept the notice of intent of voluntary closure of the PN program and require that they comply with 18 VAC 90-20-170, referencing closing of an approved program. Further place the program on conditional approval based on NCLEX pass rates below 80% for 2 years pursuant to 18 VAC 90-20-151.B. The last class will graduate on June 6, 2014 and the closure date will be June 30, 2014.

NCLEX Plan of Action

Southside Virginia Community College – ADN Program, John H. Daniel Campus, South Boston

Action: Recommend to accept the report as information

NCLEX Pass Rate below 80% for 1 year Practical Nursing Programs

Centura College – Beta Tech West, Richmond	57.14%
Centura College, Midlothian	78.26%
Chesapeake Center for Science & Technology, Chesapeake	77.78%
Chester Career College, Richmond (moved to Chester)	66.67%
Chesterfield County Public Schools, Chesterfield	71.43%
Fairfax County School of Practical Nursing, Falls Church	50%
J. Sargeant Reynolds Community College, Richmond	75%
Lee County Career & Technical School, Ben Hur	76.92%
Piedmont Virginia Community College, Charlottesville	70%
S.W. Virginia Community College, Richlands	62.5%

Action: Recommend to accept as information.

NCLEX Pass Rate below 80% for 2 years Practical Nursing Programs

Centura College, Norfolk

Action: Recommend to place Centura College, Norfolk PN program on conditional approval until such time as the Board has reviewed and acted on the 2014 NCLEX results. In addition, the program will continue to submit quarterly reports addressing their systematic plan of evaluation and the NCLEX pass rate. The Board shall conduct a site visit pursuant to 18 VAC 90-20-151.B

NCLEX Pass Rate below 80% for 3 years Practical Nursing Programs

ECPI University – Emerywood, Richmond

Action: Recommend to accept the notice of intent for voluntary closure of the PN program and require that they comply with 18 VAC 90-20-170, referencing closing of an approved nursing program. Further place the program on conditional approval based on NCLEX pass rates below 80% for 3 consecutive years pursuant to 18 VAC 90-20-151.B until the program closes on September 30, 2014.

Request for Relocation

ECPI University – Moorefield, Richmond

Action: Recommend to approve the relocation of the Moorefield students and faculty to the current Emerywood site.

NCLEX Pass Rate below 80% for 3 years Practical Nursing Programs

Blue Ridge Job Corps, Marion

Action: Recommend to accept the verbal notice of intent of voluntary closure of the practical nursing program and require that they comply with 18 VAC 90-20-170, referencing closing of an approved program. Further, to continue the program on conditional approval based on NCLEX pass rates below 80% for 3 years pursuant to 18 VAC 90-20-151.B. The closure date of the practical nursing program will be the entry date of the order.

NCLEX Pass Rate below 80% for 1 year Registered Nursing Programs

Centra College – ADN, Lynchburg	77.78%
Chamberlain College – BSN, Arlington	77.36 %
Dabney Lancaster Community College – ADN, Clifton Forge	65.71%
Danville Community College – ADN, Danville	76.92%
Danville Regional Medical Center – Diploma, Danville	75%
Eastern Mennonite University – BSN, Harrisonburg	77.14%
ECPI University – ADN, Newport News	75.31%
Everest College – ADN, Vienna	68.57%
George Mason University – BSN, Fairfax	76.51%
Hampton University – BSN, Hampton	59.09%
Hampton University – BSN, VA Beach	75.86%
Lynchburg General Hospital – Diploma, Lynchburg	78.69%
Saint Michael College of Allied Health – ADN, Alexandria	75%
Southside Virginia Community College – ADN, South Boston	61.54%
Stratford University – BSN, Falls Church	68%
Virginia Western Community College – ADN, Roanoke	75.81%

Action: Recommend to accept the report as information.

NCLEX Results Annual Report

NCLEX RN 4th Quarter and Year to Date NCLEX Results

NCLEX – PN – 4th Quarter and Year to Date NCLEX Results

Action: Recommend to accept the report as information

Nurse Aide Education Program Reports

Onsite Review Report

Global Health College, Alexandria

Action: Recommend to place the program on conditional approval with thirty (30) days to meet the following requirements:

1. Provide objectives and corresponding detailed topical outline for each unit of instruction identified on the "Nurse Aide Program Course Outline" [18 VAC 90-25-40.B.1];
2. Provide copies of Skills Records that have been dated and signed by the clinical instructor and by the students who completed the program on December 6, 2013 [18 VAC 90-25-50.A.1]; and
3. Provide documentation of the current entries in the Complaint Book for the class that ended December 6, 2013 [18 VAC 90-25-50.A.3].

Status of Program – Information Only

Astar Education Institute, Manassas

No action required by the Committee

National Nurse Aide Assessment Program 2013 Test Results

Action: Accept report as information.

Meeting adjourned at 6:35 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Charlette Ridout, R.N., M.S.
Senior Nursing Education Consultant