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ST. PHILIP'S COLLEGE

Office of the President

Dr. Belle Wheelan, President,
Commission on Colleges
Southern Association of Colleges and Schools
1866 Southern Lane, Decatur, GA 30033

December 13, 2010

In keeping with the Southern Association of Colleges and Schools' *Principles of Accreditation: Foundations for Quality Enhancement*, St. Philip's College is pleased to notify you of a substantive change to be implemented spring 2011. The change relates to Substantive Change Procedure Two: The Review of Substantive Changes Requiring Only Notification Prior to Implementation.

In October 2010, the Texas Board of Nursing withdrew approval from St. Philip's College Associate Degree in Nursing program and removed it from the list of approved nursing education programs. Thus, the College will implement a teach-out plan for the closure of the Nursing program in May 2012.

The teach-out plan states that the College's Administration, Dean, and Program Director would continue to adhere to the Board of Nursing accountability standards while overseeing the administration of the program. The College will continue to provide sufficiency of resources while currently enrolled students complete their studies. Currently enrolled students have been informed about the status of the program and the Program Director, Dean, Vice President of Academic Affairs and President have addressed their concerns.

In addition, the program will maintain a sufficient number of qualified faculty members to continue to meet the instructional needs of the program, to include evaluation and assessment of student learning. Upon closure of the program, faculty will be redeployed to teach in the College's Licensed Vocational Nursing (LVN) program.

Attached is the letter from the Board of Nursing requesting the College's Teach-Out Plan. In addition, attached is the Teach-Out Plan submitted to the Board of Nursing on December 1, 2010.

Please let me know if you have any additional questions or concerns regarding this matter.

Sincerely,

Adena Williams Loston, PhD
President



COPY

Texas Board of Nursing

333 Guadalupe Street, Ste. 3-460, Austin, Texas 78701
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Katherine A. Thomas, MN, RN
Executive Director

October 28, 2010

Dr. Adena Loston, President
St. Philip's College
1801 Martin Luther King Dr.
San Antonio, Texas 78203

Dear Dr. Loston:

At the October 21-22, 2010 meeting, the Texas Board of Nursing discussed a change of approval status for St. Philip's College Associate Degree Nursing Education Program related to the persistent low NCLEX-RN® examination pass rates since 2004 and St. Philip's efforts to correct graduates' success. The Board wishes to thank you, Dr. Christopher Pate, Ms. Josephine Lara, and Ms. Cecelia Trinidad for being present to answer questions.

Rule 215.4(a)(5) states that "The Board may withdraw approval from a program which fails to meet legal and educational requirements within the specified time. The program shall be removed from the list of Board-approved professional nursing educational programs."

After much deliberation, the Board has decided to withdraw approval from St. Philip's College Associate Degree Nursing Program and to remove the program from the list of Board-approved professional nursing education programs effective immediately. Since this will constitute a closure of the St. Philip's Associate Degree Program, St. Philip's College is issued the following requirements:

Requirement No. 1: St. Philip's College shall make academic provisions for students to complete the nursing education program and assure that teach-out arrangements have been approved by the appropriate agencies (i.e., Texas Workforce Commission, The Texas Higher Education Coordinating Board, Texas Board of Nursing).

Requirement No. 2: St. Philip's College shall make provisions for access to and safe storage of vital school records, including transcripts of all graduates.

Requirement No. 3: St. Philip's College shall ensure that methods remain in place to maintain requirements and standards until the program closes.

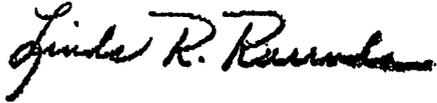
Rule 215.3(d)(2) states that "The program shall continue within standards until all students enrolled in the nursing educational program at the time of the decision to close, have graduated. In the event this is not possible, a plan shall be developed whereby students may transfer to other approved programs."

Please provide the plan for academic provisions for the enrolled students (teach-out at St. Philip's or transfer to other programs) and the plan for meeting the above requirements to board staff by December 1, 2010.

Rule 215.4(c)(11) states that a school or program from which approval has been withdrawn may reapply for approval. Board staff are available to assist the program as needed in processes required for the future plans of the program.

If you have questions, please contact board staff at janice.hooper@bon.state.tx.us or 512-305-6814.

Sincerely,

A handwritten signature in black ink that reads "Linda R. Rounds". The signature is written in a cursive style with a large initial "L".

Linda R. Rounds, PhD, RN, FNP
Board President

Janice I. Hooper, PhD, RN
Nursing Consultant for Education

copy: Christopher Pate, MPH, PhD, Dean, Division of Health Sciences

Attachment

St. Philip's College LVN-ADN Mobility Program
Program code: 27-450
Teach-out Plan

This document contains the teach-out plan for the St. Philip's College LVN-ADN Mobility Program. The College will continue to provide the necessary resources and support to the professional nursing program in meeting all requirements established under the Texas Administrative Code, Title 22, Part 11, Chapter 215. This plan provides details regarding (a) administration and organization, (b) currently enrolled students, (c) transfer and enforcement of policies, (d) faculty, (e) program of study, (f) clinical learning experiences, (g) maintenance of records and reports, and (h) total program evaluation.

Administration and Organization

The Administration, Dean, Program Director and Faculty of the St. Philip's College LVN-ADN Mobility Program will continue to adhere to and remain accountable for complying with The Texas Board of Nursing's rules and regulations and the Nursing Practice Act while the St. Philip's College LVN-ADN Mobility program completes the teach-out of the three currently-enrolled cohorts. The College administration will provide direct support to the currently appointed director, Ms. Josephine Lara, in fulfilling her responsibilities and duties under Rules 215.6(f) and 215.7(f)(6), until all students enrolled in the LVN-ADN Mobility Program have completed their studies.

The College will provide sufficiency of resources while currently-enrolled students complete their studies. Resource support provided by the College includes financial, personnel, equipment, facilities, and organizational support. The Program will maintain a sufficient number of faculty by continuing to employ, recruit and maintain qualified faculty.

The College has maintained and will continue to maintain open communication with all currently-enrolled students. These students have been informed about the status of the program, and concerns have been addressed by the Program Director, Dean, Vice President of Academic Affairs, and President.

The Program will continue to obtain and manage the resources to enhance the quality of the program, which includes the hiring of a full-time tutor with THECB funds and the hiring of two technical nurse trainers to support instruction in the simulation labs.

The Program will continue to utilize ATI to assess and evaluate student performance.

The Program will not admit additional students into the LVN-ADN Mobility Program (Program Code 27-450).

Currently-Enrolled Students

A total of 102 students are currently enrolled in the LVN-ADN Program. These students are enrolled in three different cohorts, which graduate in December 2010, May 2011, and December 2011. Current enrollment by cohorts is listed below:

1. Cohort graduating December 2010: 32 students
2. Cohort graduating May 2011: 34 students
3. Cohort graduating December 2011: 36 students

Cohorts will receive didactic and clinical instruction under the curriculum plan that is currently in place. Courses, by semester and cohort, are listed below.

Coursework for the cohort graduating December 2010 (Fall Semester, 2010)

Fall 2010

RNSG 2231 Advanced Concepts of Adult Health
RNSG 2263 Clinical to Advance Concepts of adult Health

RNSG 2221 Management of Client Care
RNSG 2161 Clinical to Management of Client Care
RNSG 2130 Professional Nursing Review and Licensure Preparation

A Second live NCLEX RN review for the class completing December 2010 is scheduled for the 10th, 11th, and 12th of January 2011

Coursework for the cohort graduating May 2011 (Fall Semester, 2010; Spring Semester, 2011)

Fall 2010

RNSG 2208 Maternal/Newborn Nursing and Women' Health
RNSG 2261 Clinical- Maternal/Newborn and Women's Health
RNSG 2201 Care of Children and Families
RNSG 2262 Clinical- Care of Children and Families

Spring 2011

RNSG 2231 Advanced Concepts of Adult Health
RNSG 2263 Clinical- Advance Concepts of adult Health
RNSG 2221 Management of Client Care
RNSG 2161 Clinical- Management of Client Care
RNSG 2230 Professional Nursing Review and Licensure Preparation

Coursework for the cohort graduating December 2011 (Fall Semester, 2010; Spring Semester, 2011; Fall Semester 2011)

Fall 2010

RNSG 1215 Health Assessment
RNSG 1327 Transition for the Vocational Nurse to Professional Nurse
RNSG 1162 Clinical- Transition for Vocational Nurse to Professional Nurse
RNSG 1343 Complex Concepts of Adult Health
RNSG 1263 Clinical- Complex concepts of Adult Health

Spring 2011

RNSG 213 Mental Health Nursing
RNSG 2260 Clinical- Mental Health Nursing
RNSG 2208 Maternal/Newborn Nursing and Women' Health
RNSG 2261 Clinical- Maternal/Newborn and Women's Health

Summer 2011

RNSG 2201 Care of Children and Families
RNSG 2262 Clinical- Care of Children and Families

Fall 2011

RNSG 2231 Advanced Concepts of Adult Health
RNSG 2263 Clinical to Advance Concepts of adult Health
RNSG 2221 Management of Client Care
RNSG 2161 Clinical to Management of Client Care
RNSG 2230 Professional Nursing Review and Licensure Preparation

Transfer and Enforcement of Policies

The Directors of the Nursing Programs at St. Philip's College and San Antonio College as well as the presidents of St. Philip's College and San Antonio College have discussed the possibility that students may express an interest in transferring to the RN Mobility Program at San Antonio College. Collaboration is ongoing to determine the feasibility of transfer through curriculum alignment. Evaluation of the St. Philip's College LVN – ADN Mobility Program degree plan will be assessed to assure content is equivalent to the San Antonio College degree plan. St. Philip's College will provide assistance to facilitate the transfer process should students currently enrolled desire to transfer to San Antonio College or another mobility program. St. Philip's College recognizes and has informed students that the institution that they may transfer to establishes rules for acceptance of any coursework completed.

The program will continue to maintain and enforce nursing student policies, which include those relating to dismissal, progression, and graduation. The program will continue to maintain and file signed receipts for student acknowledgement of program policies.

Students will continue to have the opportunity to contribute to development of academic policies and procedures, evaluation of teaching effectiveness, evaluation of faculty, courses, learning resources as well as evaluation of program.

Faculty

The Program will maintain a sufficient number of qualified faculty members to continue to meet the instructional needs of the program. Documentation of faculty qualifications, licensure, continuing education and evaluations will be maintained in accordance with existing institutional practice.

The faculty organization will continue to function with written bylaws in place, which may be updated, revised, or edited as needed to ensure the effective functioning of the faculty and Program. Faculty will continue to meet on a weekly basis and will continue to participate in the appropriate committees. Minutes of faculty meetings and committee meetings will continue to be filed and available for review.

Faculty will continue to implement evaluation methods and utilize tools in place to measure students' cognitive and psychomotor achievement and progression in didactic and clinical instruction.

Additionally In each course the Assessment Technologies Institute (ATI) tools will be administered to assess pre and post course comprehension. The ATI RN Comprehensive Predictor Exam will be administered to each cohort at the beginning of their last semester of program completion and again at the end of their program of study. ATI focused reviews will continue to be scheduled with students having difficulty passing assessment exams. We continue to utilize the ATI individualized student plan for remediation identifying strengths and weaknesses on an ongoing basis for each student

In addition to the Assessment Technology Institute tool, direct instructor supervision and clinical performance evaluation will be utilized to assess student progression to include the following:

- Application of the nursing process to provide safe and efficient client care
- Demonstration of safe medication administration
- Effective use of verbal and non verbal and written communication skills
- Use of critical thinking skills and current technology to provide and promote safe nursing care
- Demonstrate behavior that denotes personal and professional role development based on ethical/legal principles of the Nurse Practice Act, ANA Code of Ethics, and standards of care of the professional nurse
- Ability to apply teaching /learning based on social/cultural influences and promotion of wellness

Program of Study

The program of study will remain a four semester program. The program of study will continue to consist of didactic and clinical/simulation learning experiences. The program of study will continue to include the medical-surgical nursing, maternal/child health, pediatrics, and mental health nursing as the four central content areas. The program curriculum will remain current. Faculty participation in curriculum committee will be ongoing. Faculty will continue to review student assessments, unit exams utilizing item analysis as well as student feedback. Identified areas of weaknesses will be reviewed as well as curriculum content to assure areas of weakness are adequately addressed and reinforced in the curriculum.

The program of study will continue to address laws and regulations pertaining to practice settings, which include the following:

The Nursing Practice Act
Standards of Nursing Practice
Unprofessional Conduct Rules
Delegation Rules

The program of study will continue to address professional values, which include ethics, safety, diversity and confidentiality

The program will maintain the instructional goal of preparing students to enter professional practice demonstrating the Differentiated Entry Level Competencies/Differentiated Entry Competencies established for graduates of Texas Nursing programs

The LVN- ADN Mobility Program -Program of study is listed below:

Semester I

RNSG 1215 Health Assessment
RNSG 1327 Transition for the Vocational Nurse to Professional Nurse
RNSG 1162 Clinical- Transition for Vocational Nurse to Professional Nurse
RNSG 1343 Complex Concepts of Adult Health
RNSG 1263 Clinical- Complex concepts of Adult Health

Semester II

RNSG 213 Mental Health Nursing
RNSG 2260 Clinical- Mental Health Nursing
RNSG 2208 Maternal/Newborn Nursing and Women' Health
RNSG 2261 Clinical- Maternal/Newborn and Women's Health

Semester III

RNSG 2201 Care of Children and Families
RNSG 2262 Clinical- Care of Children and Families

Semester IV

RNSG 2231 Advanced Concepts of Adult Health
RNSG 2263 Clinical to Advance Concepts of adult Health

RNSG 2161 Clinical to Management of Client Care
RNSG 2130 Professional Nursing Review and Licensure Preparation

RNSG 2130- Professional Nursing Review and licensure preparation will be replaced in spring 2011 by RNSG 2230- Professional Nursing Review and Licensure Preparation

Clinical Learning Experiences

The Program will continue to ensure that the requirements established under Rule 3.7.2.a (Ratio of Clinical/Laboratory Hours to Classroom Hours) and Rule 3.8.2.a (Ratio of Faculty to Students in Clinical Learning Experiences) are followed and enforced. The Program will follow existing institutional practices

relating to the development and approval of memoranda of agreement that support clinical affiliations. A sufficient number of clinical affiliations will be maintained in order to provide clinical experiences. The Program will ensure that all memoranda of agreement remain current.

Qualified faculty will continue to supervise clinical learning experiences and the Program will ensure that required instructor to student ratios are followed and enforced.

The Program Director will continue to ensure that clinical facilities utilized for clinical experiences are appropriate for the level of student learning, achievement of course objectives and student safety. The Program will continue to utilize clinical facilities that maintain an adequate patient census to provide breadth and depth of experience needed for instruction.

Clinical experiences will continue to provide opportunities for the students to (a) administer medications, (b) provide nursing care to person of all age groups, (c) provide nursing care to persons with chronic/ acute illnesses, (d) provide preventive or rehabilitative care, and (e) participate and develop patient/family teaching experiences.

Maintenance of Records and Reports

All current records will be maintained in a secure manner to prevent loss, destruction or unauthorized use. All records will be maintained for the required specified time and will remain accessible to those with a need for access (e.g., Program Director, Coordinator).

The Program will maintain currently-enrolled student application and admission documents, clinical evaluations, and signed receipts of written student policies. The Program will maintain signed receipt of student notifications of Texas Board of Nursing license eligibility information (up to six months after completion of program or withdrawal).

The Program will also continue to maintain the records listed below in accordance with required institutional/nursing education guidelines:

- Faculty records
- Faculty meeting minutes
- College catalogs, program of study, mission and goals, curriculum and course outlines
- Memoranda of agreements with affiliating agencies
- Strategic planning documents and program evaluation master plan

Total Program Evaluation

The Program will continue to follow the guidelines established under Rule 3.11.1.a (Total Program Evaluation). The Program will ensure compliance with the Rule through the following activities:

- Periodic review and assessment of the current plan
- Revision of the current plan in light of changes in program outcomes
- Incorporation of the plan goals with the institutional planning and budgeting cycle
- Incorporation of Divisional support staff to participate in the review process
- Employment of technological applications in improving the ability to assess Program outcomes
- Utilization of the PDCA framework

The plan for evaluation will continue to follow the areas specified by the Board of Nursing in Rule 215.13, which include:

- Organization and administration of the Program
- Philosophy/mission and objectives/outcomes
- Program of study, curriculum, and instructional technologies
- Education facilities, resources, and services
- Affiliating agencies and clinical learning activities
- Students' achievement
- Graduates' performance on the NCLEX-RN
- Graduates' nursing competence
- Faculty members' performance

The 102 students currently enrolled will receive the full complement of St. Philip's College resources. We are committed to their successful completion.

We will maintain continued communication with the Board of Nursing on the progress of our students as each cohort progresses through their program of study.

This overall "Teach Out Plan" will be successful with the ongoing continued assessment of the students, program evaluation, faculty commitment, and administrative support