Advisory Committee Fall 2024 Minutes
Licensed Vocational Nursing
–Vernon College, Century City Center
Joe Chat Sumner Conference Room
October 17, 2024
2:00PM

Members Present	**Vernon College Faculty/Staff**
Andrea Anderle	Bettye Hutchins
Rachel Gray	Zachary Nguyen-Moore
Samuel Rivard	Dr. Mary Rivard
	Stephanie Mescher

Members Not Present
Erin Lindsey
Julie Smajstrla

Welcome and Introductions ....Mary Rivard
Dr. Rivard welcomed committee members and invited all to introduce themselves.

Purpose of Advisory Committee ....Bettye Hutchins
Bettye Hutchins reviewed the purpose and importance of advisory committees and the role they play at Vernon College.

Election of Chair, Vice-Chair, and Recorder ....Bettye Hutchins
Bettye Hutchins explained the roles of vice chair and recorder and invited the committee to volunteer or nominate others for these roles.
Volunteer for Vice Chair – Samuel Rivard
Volunteer for Recorder – Andrea Anderle

Chair.. Erin Lindsey
Erin Lindsey was unable to attend; Dr. Rivard filled in for the role of Chair.

Old Business/Continuing Business..Erin Lindsey
With no old business to discuss, Dr. Rivard moves on to review program outcomes.

New Business ....Erin Lindsey

A. Review program outcomes
Dr. Rivard goes on to review the program outcomes listed below. Dr. Rivard explains that the old program outcomes based on NCLEX standards are currently being revised based on ACEN standards. They are not currently available; when complete, they will be emailed to the committee for a vote to approve.

Program outcomes (old)

1. Provide a **Safe and Effective Care Environment** - contributes to the enhancement of the health care delivery setting and protects clients and health care personnel. Provides **Coordinated Care** – collaborates with health care team members to facilitate effective client care.
2. Promote and support **Safety and Infection Control** – contributes to the protection of clients and health care personnel from health and environmental hazards
3. Incorporate **Health Promotion and Maintenance** practices - provides nursing care for clients that incorporate the knowledge of expected stages of growth and development, and prevention and/or early detection of health problems.
4. Foster and support **Psychosocial Integrity** - provides care that assists with the promotion and support of the emotional, mental and social wellbeing of clients.
5. Promote and Support **Physiological Integrity** - promotes physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations.
    a. Provide **Basic Care and Comfort** - provides comfort to clients and assists in the performance of activities of daily living.
    b. Provide **Pharmacological Therapies** - provides care related to the administration of medications and monitors clients who are receiving parenteral therapies.
    c. Foster **Reduction of Risk Potential** strategies - reduces the potential for clients to develop complications or health problems related to treatments, procedures, or existing conditions.
    d. Promote and support **Physiological Adaptation** - participates in providing care for clients with acute, chronic, or life-threatening physical health conditions.

Program Outcomes mapped to courses

Program: Licensed Vocational Nursing	
Award: Licensed Vocational Nursing Certificate of Completion	**Credential: Certificate of Completion**
Cip: 51.3901	

LIST OF ALL COURSES REQUIRED AND OUTCOMES						
OUTCOMES					Course Number	Course Title
1	2	3	4	5		
X	X	X	X	X	VNSG 1222	Vocational Nursing Concepts
X	X	X	X	X	VNSG 1261	Clinical - Licensed Vocational Nursing (LVN) Training
X	X	X	X	X	VNSG 1201	Mental Health and Mental Illness
X	X	X	X	X	VNSG 1205	NCLEX-PN Review
X	X	X	X	X	VNSG 1234	Pediatrics

X	X	X	X	X	VNSG 1329	Medical-Surgical Nursing I
X	X	X	X	X	VNSG 1330	Maternal - Neonatal Nursing
X	X	X	X	X	VNSG 1331	Pharmacology
X	X	X	X	X	VNSG 1332	Medical-Surgical Nursing II
X	X	X	X	X	VNSG 1362	Clinical - Licensed Vocational Nursing (LVN) Training
X	X	X	X	X	VNSG 1363	Clinical - Licensed Vocational Nursing (LVN) Training
X	X		X	X	VNSG 1423	Basic Nursing Skills
X	X		X	X	VNSG 2431	Advanced Nursing Skills
					LEAD 1100	Workforce Development with Critical Thinking
					PROGRAM OUTCOMES (as determined by the advisory committee)	
				5. Promote and Support Physiological Integrity		
			4. Foster and support Psychosocial Integrity			
		3. Incorporate Health Promotion and Maintenance practices				
	2. Promote and support Safety and Infection Control					
1. Provide a Safe and Effective Care Environment						

1. Approve program outcomes

Dr. Rivard asked if there were any questions or comments. The committee agreed that Dr. Rivard will complete the revisions of the program outcomes and disburse to the committee for a vote via email.
Dr. Rivard asked for a motion to move forward with the current program outcomes until necessary updates are completed.
Andrea Anderle made a motion to move forward as is until the new outcomes are ready for an email vote.
Samuel Rivard seconded the motion.
The motion passed and the committee approved the decision to move forward as is until the new outcomes are ready for an email vote.
Dr. Rivard then moved on to assessment methods and results.

B. Approve assessment methods and results
Dr. Rivard reviewed the assessment methods and results below.

Capstone Course Grade Method
The calculation for successful completion of this course include:

Maintaining a grade point average (GPA) of 78% or greater:

Exams/Assignments	Percentage of Course Grade	Letter Grade
LVN Comprehensive Final (LVNCF) #1	20%	
LVN Comprehensive Final (LVNCF) #2	20%	**A 90 – 100**
LVN Comprehensive Final (LVNCF) #3	20%	
HESI Exit Exam #1	5%	**B 84 – 89**
HESI Exit Exam #2	5%	

HESI Remediation	15%		C	78 – 83
Course Assignments	15%			
TOTAL:	**100%**		**F**	**< 78**

Successful completion of VNSG 1205, the capstone experience, will be required for graduation from the LVN Program. The capstone experience consists of 32 lecture hours with associated coursework, the Hurst Review, two HESI Exit examinations, three LVN Comprehensive Final Exam (LVNCF), Exit examination remediation, and various course assignments. Successful completion of the capstone experience will be required for graduation from the LVN Program. **To successfully complete VNSG 1205, the student must:**

1. Successfully complete course requirements including but not limited to the Hurst NCLEX-PN Review, three LVNCF, and two HESI Exit Examinations.
2. Maintain a grade point average (GPA) of 78% or greater.
3. Complete remediation as required and according to the Remediation Policy (see appendix).
4. Failure of VNSG 1205 will require the student to re-enroll in the following semester to be eligible for graduation. During the second course attempt, students will be given the opportunity to retake the LVNCF and have three additional attempts (two required) on the HESI Exit Exam. The student must successfully maintain a grade point average (GPA) of 78% or greater to successfully complete the second course attempt.
5. Students required to re-enroll in VNSG 1205 in the subsequent semester, will not be eligible for employment as a Graduate Vocational Nurse (GVN) and are not eligible to sit for the NCLEX until/unless successful completion of the entire course has occurred.
6. Students failing VNSG 1205 after a second attempt, will not be eligible for graduation from the Vernon College LVN Program or licensure as a Vocational Nurse.

Failure to achieve the above criteria results in failure of VNSG 1205.

1. . **Approve assessment methods and results**
Dr. Rivard asked the committee for a motion to approve the assessment methods and results as presented.
Rachel Gray made a motion to approve the assessment methods and results as presented.
Andrea Anderle seconded the motion.
The motion passed and the committee approved the assessment methods as presented.
Dr. Rivard then moved on to workplace competency.

C. **Approval of workplace competency (course or exam)**
Dr. Rivard reviewed the following information with the committee. Dr. Rivard explained changes in scoring for the NCLEX exam; she will be attending upcoming continuing education regarding the updates so appropriate adjustments in preparation may be made. Dr. Rivard is currently in process of gathering data regarding dropping scores on the exam; possible causes could be the students waiting too long to test; possible issues regarding declaratory orders could also be having an effect on scores. Dr. Rivard will have more information at the next meeting.

Verification of workplace competencies:
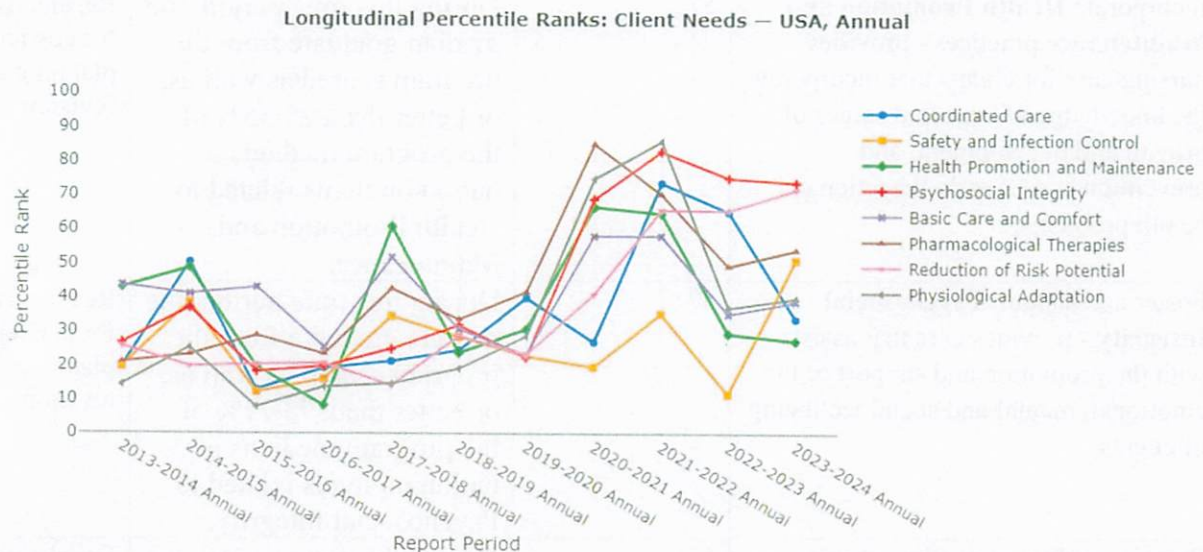Credentialing Exam – NCLEX-PN Examination

The following data represents NCLEX-PN exam takers from April 2022 through March 2023.

NCLEX-PN

"Test plan performance is based on the median performance of your graduates in each content area. It is interpreted as the expected percentage of all possible questions that could be administered in a given category that would be answered correctly by your typical graduate." (NCLEX program reports for the period of APR 2023-MAR 2024, 2023)

Program Outcome	Number who took licensure exam	Results per student	Use of results
Provide a **Safe and Effective Care Environment** - contributes to the enhancement of the health care delivery setting and protects clients and health care personnel. Provides **Coordinated Care** – collaborates with health care team members to facilitate effective client care.	57	During this time period, the median graduate from the program scored as well as, or better than, 33.84% of the program medians in nation on items related to Management of Care.	Results used for curriculum planning and revision
Promote and support **Safety and Infection Control** – contributes to the protection of clients and health care personnel from health and environmental hazards	57	During this time period, the median graduate from the program scored as well as, or better than, 51.15% of the program medians in nation on items related to Safety and Infection Control.	Results used for curriculum planning and revision
Incorporate **Health Promotion and Maintenance** practices - provides nursing care for clients that incorporate the knowledge of expected stages of growth and development, and prevention and/or early detection of health problems.	57	During this time period, the median graduate from the program scored as well as, or better than, 27.35% of the program medians in nation on items related to Health Promotion and Maintenance.	Results used for curriculum planning and revision
Foster and support **Psychosocial Integrity** - provides care that assists with the promotion and support of the emotional, mental and social wellbeing of clients.	57	During this time period, the median graduate from the program scored as well as, or better than, 73.71% of the program medians in nation on items related to Psychosocial Integrity.	Results used for curriculum planning and revision
Promote and Support **Physiological Integrity** - promotes physical health and wellness by providing care and comfort, reducing client risk potential, and managing health alterations.	57	During this time period, the median graduate from the program scored as well as, or better than, 38.90% of the program medians in nation on items related to	Results used for curriculum planning and revision

a. Provide **Basic Care and Comfort** - provides comfort to clients and assists in the performance of activities of daily living. b. Provide **Pharmacological Therapies** - provides care related to the administration of medications and monitors clients who are receiving parenteral therapies. c. Foster **Reduction of Risk Potential** strategies - reduces the potential for clients to develop complications or health problems related to treatments, procedures, or existing conditions. d. Promote and support **Physiological Adaptation** - participates in providing care for clients with acute, chronic, or life-threatening physical health conditions.		Basic Care and Comfort, 54.09% on items related to Pharmacologic and Parenteral Therapies, 71.67% on items related to Reduction of Risk Potential, and 39.96% on items related to Physiological Adaptation.

Longitudinal Percentile Ranks: Client Needs — USA, Annual

1. **Approval of workplace competency**

After review, Dr. Rivard asked if there were any suggestions. With no additional discussion to be had, Dr. Rivard asked for a motion to approve the workplace competency as presented.
Samuel Rivard made a motion to approve.
Andrea Anderle seconded the motion.
The motion passed and the committee approved the workplace competency as presented.
Dr. Rivard then moved on to program specific accreditation.

D. Program Specific Accreditation Information and Requirements (if applicable)

Dr. Rivard went on to review the following information regarding accreditation.

From the Texas BON:
Ongoing approval status is determined biennially by the Board on the basis of information reported or provided in the program's NEPIS and CANEP, NCLEX-PN* examination pass rates, program compliance with this chapter, and other program outcomes. Certificates of Board approval will be mailed to all Board-approved nursing programs biennially in even-numbered years.
(1) Compliance Audit. Each approved professional nursing education program shall submit a biennial CANEP regarding its compliance with the Board's requirements.
(2) NCLEX-PN* Pass Rates. The annual NCLEX-PN* examination pass rate for each professional nursing education program is determined by the percentage of first time test-takers who pass the examination during the examination year.
> *(A) A minimum of eighty percent (80%) of first-time NCLEX-PN* candidates is required to achieve a passing score on the NCLEX-PN* examination during the examination year.*
> *(B) When the passing score of first-time NCLEX-PN* candidates is less than 80% on the examination during the examination year, the nursing program shall submit a Self-Study Report that evaluates factors that may have contributed to the graduates' performance on the NCLEX-PN* examination and a description of the corrective measures to be implemented. The report shall comply with Board Education Guideline 3.2.1.a. Writing a Self-Study Report on Evaluation of Factors that Contributed to the Graduates' Performance on the NCLEX-PN* or NCLEX-PN* Examination. Within one year of the submission of the Self-Study Report to the Board, the program shall provide to Board Staff evaluation data on the effectiveness of corrective measures implemented.*

After review, Dr. Rivard moved on to review curriculum/courses/degree plans.

E. Review program curriculum/courses/degree plans

Dr. Rivard went on to review proposed changes to the curriculum, courses, and degree plans.
Dr. Rivard explained the proposed implementation of an evening/weekend program. The proposed program would include didactic portions taught in the evening and clinicals completed over weekends. If approved, the proposed program would consist of approximately 10 students, begin in June of 2025, and graduate in August of 2026.

Licensed Vocational Nursing, Level 2 Certificate
CIP 51.3901
Instructional Locations - Vernon Campus, Century City Center, and Seymour

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CERTIFICATE OF COMPLETION (Probable Completion Time – One Year or 43 weeks)

Pre-requisite List (4 SH)

BIOL 2401	Anatomy & Physiology I	4

Related Requirements (7 SH)

BIOL 2402	Anatomy & Physiology II	4
PSYC 2314	Lifespan Growth & Development	3
LEAD 1100	Workforce Development with Critical Thinking	1

Major Requirements (36 SH)

First Semester

VNSG 1222	Vocational Nursing Concepts	2
VNSG 1261	Clinical - Licensed Practical/Vocational Nurse Training	2
VNSG 1331	Pharmacology	3
VNSG 1423	Basic Nursing Skills	4

Second Semester

VNSG 1201	Mental Health and Mental Illness	2
VNSG 1429	Medical-Surgical Nursing	4
VNSG 2331	Advanced Nursing Skills	3
VNSG 1362	Clinical - Licensed Vocational Nurse (LVN) Training	3

Third Semester

VNSG 1230	Maternal-Neonatal Nursing	2
VNSG 1363	Clinical – Licensed Practical/Vocational Nurse Training	3
VNSG 1234	Pediatrics	2
VNSG 1205	NCLEX PN Review	2
VNSG 1432	Medical-Surgical Nursing II	4

	Total Credit Hours:	**48**

CCMA could get credit for VNSG 1331 and 1423
Course descriptions and learning outcomes provided as a separate document.

Proposed Evening/Weekend LVN Program (15 months):

	Course	Course Name	Day	Start Time	End Time	Day 2	Start Time 2	End Time 2
LVN 15 Month Program Proposal - Evening & Weekend								
Semester I	VNSG 1222	Vocational Nursing Concepts	Online			-		
Summer	VNSG 1331	Pharmacology	M	0530pm	0950pm	Online lab		
	VNSG 1423	Basic Nursing Skills	T	0530pm	0850pm	W	0530pm	0650pm
		Lab	W	0700pm	0850pm	Th	0530pm	0920pm
Semester II								
Fall	VNSG 1429	Medical-Surgical Nursing I	M	0530pm	0920pm			
	VNSG 2331	Advanced Nursing Skills	T	0530pm	0720pm			
		Lab	W	0530pm	0820pm			
	VNSG 1362	Clinical	Th	0530pm	0920pm	Sa	0630am	0715pm
Semester III								
Spring	VNSG 1432	Medical Surgical Nursing II	M	0530pm	0920pm			
	VNSG 1201	Mental Health Nursing	T	0530pm	0720pm			
	VNSG 1363	Clinical	W	0530pm	0920pm	Sa	0630am	0715pm
Semester IV								
Summer	VNSG 1250	NCLEX-PN Review	M	0530pm	0820pm			
	VNSG 1234	Pediatrics	T	0530pm	0820pm			
	VNSG 1230	Maternal-Neonatal Nursing	W	0530pm	0820pm			
	VNSG 1261	Clinical	Sa	0630am	0715pm			

1. Approve program revisions (if applicable, if no revisions skip)

Dr. Rivard asked for any further suggestions or comments. With no further discussion, Dr. Rivard asked for a motion to approve the curriculum changes as proposed (including the night/weekend program).
Andrea Anderle made a motion to approve.
Samuel Rivard seconded the motion.
The motion passed and the committee approved the curriculum changes as proposed.
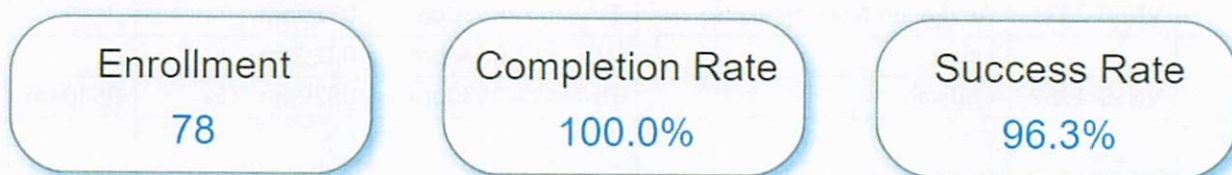*Dr. Rivard then went on to review program statistics.*

F. Program statistics: Graduates (from previous year/semester), current majors, current enrollment
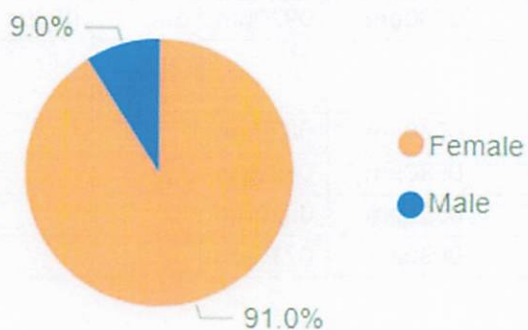
Dr. Rivard reviewed the following program statistics.
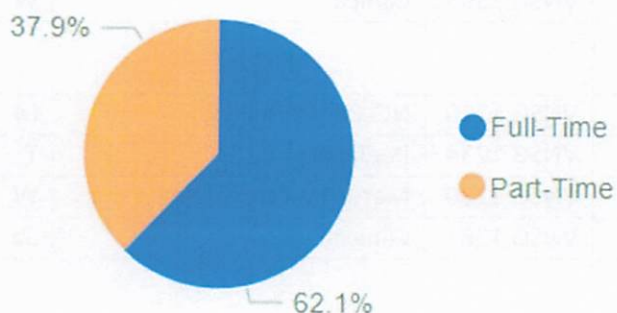
- ▪ Program Statistics:
  - Graduates 2023-2024: 72
  - Enrollment Summer 2024: 60
  - Majors Fall 2024-25: 69
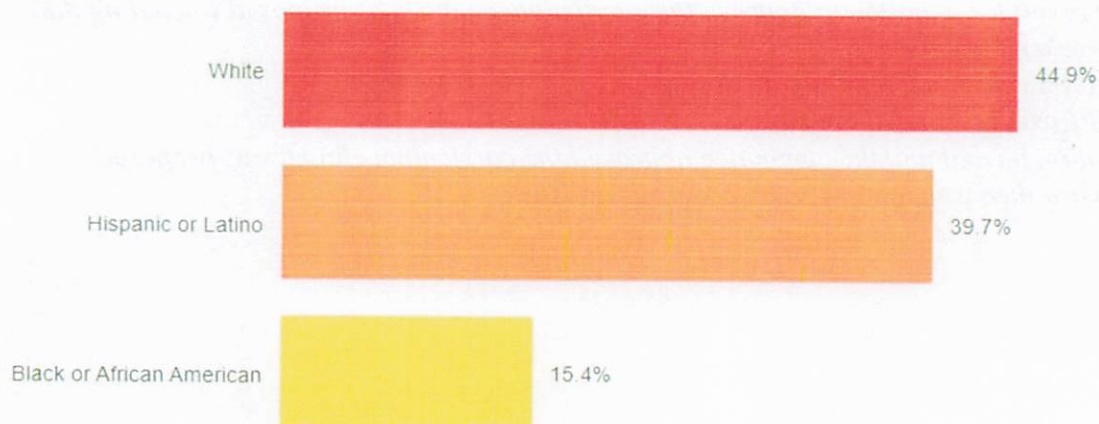 - Enrollment Fall 2024: 69

Enrollment	Completion Rate	Success Rate
78	100.0%	96.3%

Gender

9.0%

91.0%

- Female
- Male

Student Load

37.9%

62.1%

- Full-Time
- Part-Time

Race/Ethnicity

White — 44.9%

Hispanic or Latino — 39.7%

Black or African American — 15.4%

Age Range

18-21: 19.2%
22-24: 21.8%
25-29: 23.1%
30-34: 9.0%
35+: 26.9%
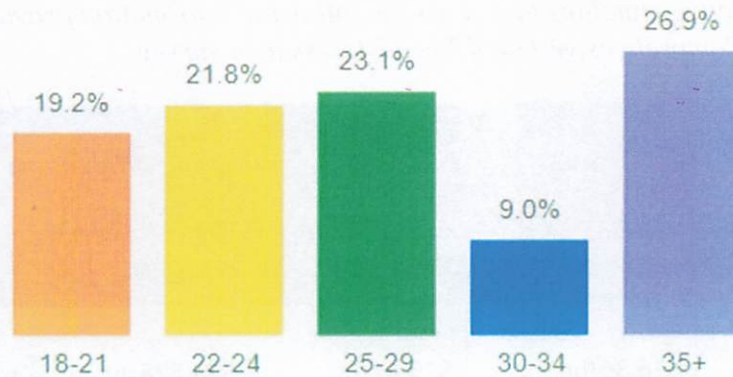
Program Completer Placement Rate - % of program completers who are employed or pursuing additional education within one year of graduation.

Placement Rate

100%

90%

85.00%

2012-2013 2013-2014 2014-2015 2015-2016 2016-2017 2017-2018 2018-2019 2019-2020 2020-2021 2021-2022

Licensure/Certification Rate - % of students who successfully passed a licensure/certification examination in a given academic year.

Licensure/Certification Rate

90%

85.00%

80%

2012-2013 2013-2014 2014-2015 2015-2016 2016-2017 2017-2018 2018-2019 2019-2020 2020-2021 2021-2022

After reviewing program statistics, Dr. Rivard moved on to Local Demand/Labor Market Outlook.

G. Local Demand/Labor Market Outlook

Dr. Rivard invited Bettye Hutchins to discuss the following information provided by O*NET as well as discuss the Comprehensive Local Needs Assessment survey.

Occupation	National Median Wage	State Median Wage	Local Median Wage	Current /Projected Job openings (annual)	Projected Growth (annual)
Licensed Vocational Nurse	$26.86/hr $51,571/annual	$25.41/hr $48,787/annual	$24.828/hr $47,670/annual	6,865 (state) 125 (local)	1.56% (state) .36% (local)

*Labor Market Outlook(O*NET)

After Local Needs/Labor Market Outlook, Dr. Rivard moved on to discuss facilities, equipment, and technology.

H. Evaluation of facilities, equipment, and technology. Recommendation for the acquisition of new equipment and technology.

Dr. Rivard discussed recent acquisitions of new equipment and invited suggestions for additional needs regarding facilities, equipment, and technology. Dr. Rivard is currently working on a grant application to update manikins in the simulation labs.

2023-24
3 Alaris IV Pumps

After reviewing facilities, equipment, and technology, Dr. Rivard moved on to Professional Development.

I. Professional development of faculty and recommendations

Dr. Rivard reviewed the following professional development offerings attended by faculty. After review she asked for suggestions for additional trainings.

Nurse Tim webinars
Mary Rivard: TACTE Conference, April 2024
Mary Rivard: ACEN Immersive Experience Conference, July 2024
Mary Rivard and Jim Gullage: TOADN/TCCTA
Mary Rivard and Andrea Anderle (URHCS): Attended and participated in panels related grant writing, academic-practice partnerships, and the Apprenticeship Program: Future of Nursing in Texas and ACEN Immersive Experience
1 instructor will attend the ACEN Nursing Education Conference in July 2025
Mary Rivard and Andrea Anderle (URHCS) will be attending the OADN Conference in October/November 2024 and participating in a panel related to grant writing, academic-practice partnerships, and the Apprenticeship Program.

October 2024, Mock Trial: Kari Redlich, Lori Page
October 2024, NTSH Conference: Kari Redlich, Lori Page

After review, Dr. Rivard moved on to Promotion and Publicity.

J. Promotion and publicity (recruiting) for the program

Dr. Rivard reviewed the current efforts related to promotion and publicity for the program and asked for additional suggestions.

Program video on homepage
Fliers, postcards, magnets, and bookmarks used as recruiting tools
Adulting Day, Vernon Boy's and Girls' Club
College and Career Fair, CEC
CTE Navigator
Tours

After review, Dr. Rivard moved on to Special Populations.

K. Serving students from special populations:

Dr. Rivard reviewed the following definitions of special populations and the resources available for those who are eligible.

Vernon College is an open-enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.
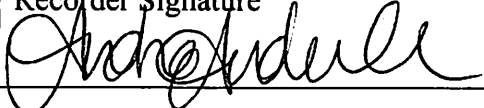
Vernon College has a program titled "New Beginnings" for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, and equipment costs.

Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special population's new definitions:
   a. Individuals with disabilities;
   b. Individuals from economically disadvantaged families, including low-income youth and adults;
   c. Individuals preparing for nontraditional fields; male/female ratio = 11/58
   d. Single parents, including single pregnant women;
   e. Out-of-workforce individuals;
   f. English learners;
   g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
   h. Youth who are in, or have aged out of, the foster care system; and
   i. Youth with a parent who—

    i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);

    ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Dr. Rivard asked the committee if there were any final suggestions, questions, or comments. With no further discussion to be had, Dr. Rivard adjourned the meeting at 2:59pm.

Recorder Signature	Date	Next Meeting: Fall 2025
[signature]	7-7-25	