

**PROPOSAL TO ESTABLISH A NEW NURSING EDUCATION PROGRAM  
GALEN HEALTH INSTITUTE, SAN ANTONIO, TEXAS  
ASSOCIATE DEGREE NURSING EDUCATION PROGRAM**

**SUMMARY OF REQUEST:**

Consider Galen Health Institute (GHI), San Antonio, Texas proposal to establish a new associate degree nursing education program (LVN to RN mobility) and the report of a survey visit (See Attachment #1). The final revised proposal was sent to members of the Board under separate cover. A notice of public hearing has been posted (See Attachment #3).

**HISTORICAL PERSPECTIVE:**

- GHI, formerly Humana Health Institutes, Inc, is headquartered in Louisville, Kentucky and operates schools in Louisville, Kentucky; St. Petersburg, Florida; San Antonio, Texas and Cincinnati, Ohio.
- In December, 1989, the school was initially approved to offer a vocational nursing program in San Antonio.
- In 1993, as a result of a stock distribution, Humana Health Institutes, Inc. changed its name to Galen Health institutes.
- In August 1994, GHI became a privately owned independent organization.
- In April 2005, the Louisville campus of GHI became Galen College of Nursing.
- More than 1587 vocational nursing students have graduated from the San Antonio campus as of November 2007.
- The proposal to establish a new associate degree nursing education has gone through several revisions since it was received in the board office on May 14, 2007.
- A site visit was conducted on January 3, 2008 by Dorothy Joy and Janice Hooper.

**SUMMARY OF PROPOSAL:**

Overview of the Proposal:

- Galen Health Institute is proposing to establish a 80 credit hour (LVN to RN) associate degree program with 20 credit hours of prior learning as an LVN.
- The program is designed to be completed in fifteen to eighteen months.
- The program is proposing to begin initial enrollment in May 2008. The proposal has been written following guidelines to establish a professional nursing educational program while seeking accreditation from the Southern Association of Colleges and Schools (SACS).
- Galen Health Institute is presently engaged in the process of applying for authorization from The Texas Higher Education Coordinating Board (THECB) to grant a degree while awaiting SACS accreditation.
- Their application will be reviewed at the THECB Board meeting on January 24, 2008.
- Since the proposal was finalized, the program has requested to enroll a cohort of thirty (30) students in each of the first two quarters and a cohort of fifty (50) students in each of the final two quarters, making a total of 160 students during the first year of operation.

Rationale and Need for the Program:

- Surveys conducted in the San Antonio area indicate needs in multiple settings for registered nurses in all areas of healthcare.
- The proposed program has legislative representative support and community support from healthcare agencies in the area.

Availability of Faculty and Clinical Sites:

- Nancy Maebius has been identified as the program director and meets all qualifications.
- Since GHI already has a vocational program, the program anticipates using some of the current employed faculty who have expressed interest in teaching in the professional program.
- The potential faculty have been identified as master's prepared faculty with teaching experience in professional nursing education.

- Contracts have been established with clinical affiliating agencies in the area.
- Currently, the executive director and one vocational nursing program faculty are members of the clinical coordinating committee in the San Antonio area which handles the scheduling of clinical resources among nursing education programs.
- The program director anticipates becoming a member of the clinical coordinating committee upon Board approval of the program.
- A full time staff member at GHI handles all clinical scheduling and has identified numerous excellent community clinical settings to add to the hospital clinical experiences.

#### Financial Support and Resources:

- The administration of GHI has provided a letter that they financially support the establishment of the new program.

#### Applicant Pool:

- The program has identified qualified applicants who are completing prerequisite courses.
- GHI plans to recruit future prospective students from the current students and recent graduates of the vocational nursing program.

#### Faculty and Student Handbooks:

- A faculty handbook and a student handbook for the Galen programs have been reviewed by board staff.

#### Curriculum:

- GHI uses a standard curriculum for their other associate degree nursing educational programs.
- The GHI curriculum at San Antonio has been modeled after the standardized associate degree programs curriculum.
- Required clinical experiences have been planned to meet clinical objectives.

#### Facilities, Resources and Services:

- Administrative staff are already employed and the program plans to hire one additional secretarial/ clerical support staff and one additional clinical learning laboratory instructor.
- A full time nursing lab coordinator is in place.
- The physical resources were surveyed during the survey visit conducted on January 3, 2008.

#### Student Support Services:

- Student services personnel offer services in orientation to the nursing program, academic counseling, personal counseling, career planning and placement services.
- The program does not offer a remediation program for those students who cannot document readiness for college level courses.
- GHI recommends that students attend other public institutions in the immediate area for remediation and reapply for admission to the program.
- Extensive remediation is available for every nursing course for enrolled nursing students.

#### Records and Reports:

- Adequate provision for records and reports has been included.

#### Total Evaluation Plan:

- A Strategic Assessment Matrix and Documentation Plan has been submitted as a Total Evaluation Plan.
- The Plan provides all required elements including indicators.

#### **SUMMARY OF SITE VISIT:**

- GHI is easily accessible from highway 410 West and leases 16,000 square feet of space in a large office building for classroom and offices.
- The vocational nursing educational program will move to a nearby building in March 2008 and the proposed ADN program will occupy the present accommodations. When the lease expires in 2011, the proposed ADN educational program will also move to the other building.

- The proposed program director, Nancy Maebius, PhD, RN; Pat Mahoney, PhD, RN, Interim Vice President of Academic Affairs; and Bev Halter, MSN, RN, Executive Director, were present for the survey visit and provided additional information to board staff. (See Attachment #1 for Survey Visit Report.)
- Board staff toured the building.
- Ample free parking is available in the front and side of the building.

#### Classrooms:

- All four classrooms are spacious and furnished with tables and audiovisual equipment.
- Each classroom will seat approximately fifty students.
- Several classes were in session during the visit.

#### Skills Laboratory:

- The skills lab has eleven assessment units with mannequins and stocked equipment cabinets.
- The skills lab also has tables and chairs for classroom activities and study use.
- The lab instructor informed board staff that they would receive simulation mannikin for instruction.
- The skills lab presently serves the vocational nursing program.
- The lab is well equipped but the equipment is dated.

#### Computer Laboratory:

- The computer lab is located in the library with twenty seven individual workstations.
- Staff is available to orient students and assist as needed.

#### Faculty Offices and Resources:

- There are twelve individual faculty work spaces with computers and phones.
- There is limited privacy in the faculty spaces. The conference room is used for individual student advising.
- There are two private offices for the executive director and program director.
- A full time assistant is available for the Nursing Department.

#### Learning Resources Area:

- During the survey visit, library staff commented that there is a plan for students to have full library access via internet as well as to a local university library.
- A limited book collection is available in the library.
- The librarian is presently reviewing audiovisual holdings for currency.
- A large student lounge with tables, chairs, vending machines, and microwave ovens was visited.

### **PROS AND CONS:**

#### Pros:

- The proposed director and named author of the proposal is experienced with teaching in a professional nursing education.
- The executive director and clinical coordinator have established a working relationship with other nursing education programs in the area in scheduling clinical experiences.
- GHI is very supportive of the new program.
- The survey visit validated that the physical site will provide an adequate learning environment for students in the proposed ADN program.

#### Cons:

- An email from THECB dated January 4, 2008 indicates that on December 14, 2007, the Certification Advisory Council voted to recommend to the Commissioner of Higher Education, approval **with conditions**, of the Galen Health Institute - San Antonio application for a Certificate of Authority to award Associate of Applied Science degrees in Nursing for the two-year period ending on January 24, 2010. The conditions are pertaining to Standard 3 - the Governing Board of the Institute and Standard 4 - the distinction of Roles, and consist of expanding the number of board members and removing the President from governing board service.
- The program is presently revising clinical evaluation tools and developing a classroom/clinical schedule for students they plan to enroll in the first year (Attachment #4).

**STAFF RECOMMENDATION:**

Move to grant initial approval for the Galen Health Institute to establish a new associate degree nursing education program based upon the proposal and findings from the survey visit pending official documentation from The Texas Higher Education Coordinating Board authorizing Galen Health Institute to grant a degree, and issue the following requirements to be met, as indicated in the attached letter (Attachment #2).

**TEXAS BOARD OF NURSING  
SURVEY VISIT PROGRAM REPORT  
(RN and RN to BSN Education Programs)**

NAME OF NURSING PROGRAM: Galen Health Institute

DEAN OR DIRECTOR: Proposed Director: Nancy Maebius, PhD, RN

DATE APPOINTED

REASON FOR SURVEY: New Program Survey

DATE: January 3, 2008

SURVEY VISITOR(S): Dorothy Joy, MSN, RN, and Janice Hooper, PhD, RN

In this report the nursing program met standards and criteria unless otherwise indicated by narrative. Narrative in the Evidence column documents findings of pertinent data, outstanding performance, or deficiencies. Narrative in the Comments column includes recommendations or requirements to be met based on analysis of the survey visit

STANDARD/CRITERIA	EVIDENCE	COMMENTS
<b>§215.11 Facilities, Resources, and Services</b>		
(a) The governing institution shall be responsible for providing: (1) educational facilities, (2) resources, and (3) services which support the effective development and implementation of the nursing education program.	Galen Health Institute presently leases space in a large building on the northwest side of San Antonio. The VN educational program now uses the space but will move to another location in March 2008, and the ADN program will be housed in the space. Survey visit validated that the physical facilities will support the ADN program and provide an adequate learning environment for students.	Criterion met.
(b) The dean or director and faculty shall have adequate secretarial and clerical assistance to meet the needs of the program.	A full time secretary is in place for the program. When the ADN program begins, one more full time secretary will be hired.	Criterion met.

<p>(c) The physical facilities shall be adequate to meet the needs of the program in relation to the size of the faculty and the student body.</p> <p>(1) The dean or director shall have a private office.</p> <p>(2) Faculty offices shall be conveniently located and adequate in number and size to provide faculty with privacy for conferences with students and uninterrupted work.</p> <p>(3) Space for clerical staff, records, files, and equipment shall be adequate.</p> <p>(4) There shall be mechanisms which provide for the security of sensitive materials, such as examinations and health records.</p> <p>(5) Classrooms, laboratories, and conference rooms shall be conducive to learning and adequate in number, size, and type for the number of students and the educational purposes for which the rooms are used.</p>	<p>There are 6 private offices and 12 cubicles for faculty. The 6 private offices accommodate administrative and student services. When the VN program moves, some offices will be vacated and the director of the ADN program will be assigned an office. Each faculty space is furnished with a computer and phone. If faculty are engaged in individual conferences with students, the conference room is used for privacy. Each faculty space is furnished with a computer and phone. Classrooms are spacious, furnished with tables and chairs, and equipped with technology for powerpoint and audiovisual learning helps. Each classroom will accommodate 50-60 students. All classrooms have windows.</p> <p>The skills lab which has been in place for the VN program is furnished and equipped for the beginning class. There are 11 beds with mannequins. Additional mannequins will be supplied. Equipment is dated.</p> <p>There are adequate student and faculty lounges, but limited restrooms.</p> <p>A computer lab/library has 27 computers with library and internet access. Staff are available from 7:00 AM to 6:00 PM each day.</p>	<p>Criterion met.</p>
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<p>(d) The learning resources, library, and departmental holdings shall be current, use contemporary technology appropriate for the level of the curriculum, and be sufficient for the size of the student body and the needs of the faculty.</p> <p>(1) Provisions shall be made for accessibility, availability, and timely delivery of information resources.</p> <p>(2) Facilities and policies shall promote effective use, i.e. environment, accessibility, and hours of operation.</p>	<p>All students can access Galen library from home computers. Galen has arranged for their students to have access to UTHSC-SA library holdings with a card for check-out purposes. Shelved library holdings at Galen are limited.</p>	<p>Criterion met.</p>
<p><b>§215.12 Records and Reports</b></p>		
<p>(a) Accurate and current records shall be maintained in a confidential manner and be accessible to appropriate parties. These records shall include, but are not limited to:</p> <p>(1) records of current students;</p> <p>(2) transcripts/permanent record cards of graduates</p> <p>(3) faculty records;</p> <p>(4) administrative records, which include minutes of faculty meetings for the past three years, annual reports, and school catalogs;</p> <p>(5) the current program of study and curriculum including mission and goals (philosophy and outcomes), and course outlines;</p> <p>(6) agreements with affiliating agencies; and</p> <p>(7) the master plan of evaluation with most recent data collection.</p>	<p>Secure record storage is available. The large records storage room is also used to secure tests and confidential materials. Student records are stored electronically according to Galen policy.</p>	<p>Criterion met.</p>
<p>(b) Records shall be safely stored to prevent loss, destruction, or unauthorized use.</p>		<p>Criterion met.</p>
<p>(c) Copies of the program's Annual Reports and important Board communication shall be maintained as appropriate.</p>		<p>N/A</p>

**DRAFT LETTER**

January 21, 2008

Nancy Maebius, PhD, RN, Director  
Associate Degree Nursing Education Program  
Galen Health Institute  
4440 Piedras Drive, Suite 200  
San Antonio, Texas 78228

Dear Dr. Maebius:

At the January 17-18, 2008 meeting, members of the Texas Board of Nursing discussed the Galen Health Institute Proposal to Establish a New Associate Degree Nursing Education Program in San Antonio, Texas, and the report of the January 3, 2008 survey visit. The members of the Board wish to thank you and ..... for being present to answer questions.

Based upon the discussion and review of proposal, it was the Board's decision to grant Initial Approval status to Galen Health Institute pending full approval by THECB and receipt of Certificate of Authority to award Associate of Applied Science degrees in Nursing, and issue the requirements below. GHI may enroll an initial cohort of thirty (30) students, an additional cohort of thirty (30) students at the beginning of the next quarter, and cohorts of fifty (50) students each at the beginning of the next two quarters. GHI shall not enroll more than fifty (50) students in any cohort until the program is moved from Initial to Full approval status by the BON.

Requirements:

1. Rule 215.9 (a)(5) Program of Study states that "The program of study shall be based on sound education principles." Rule 215.9(g) states that "Faculty shall develop and implement evaluation methods and tools to measure progression of students' cognitive, and affective and psychomotor achievements in course/clinical objectives according to Board guidelines." At the time of the survey visit, the clinical evaluation tools did not reflect progression of student expectations. In addition, the classroom/clinical schedules did not provide evidence that the projected number of students could effectively be handled by the facilities. The program is preparing documents to comply with these needs. **Therefore**, the program shall provide revised clinical evaluation tools and classroom/clinical schedules to indicate compliance with these requirements prior to approval.
2. Rule 215.3(a)(1)(B)(ii) Program Development, Expansion and Closure states that "The proposal to establish a new professional nursing educational program may be submitted to the Board at the same time that an application is submitted to THECB or TWC, but the proposal cannot be approved by the Board until such time as the proposed program is approved by THECB or TWC." On December 14, 2007, the Certification Advisory Council voted to recommend to the Commissioner of Higher Education, approval **with conditions**, of the Galen Health Institute - San Antonio application for a Certificate of Authority to award Associate of Applied Science degrees in Nursing for the two-year period ending on January 24, 2010. The conditions are pertaining to Standard 3 - the Governing Board of the Institute and Standard 4 - the distinction of Roles, and consist of expanding the number of board members and removing the President from governing board service. **Therefore**, the program will be required to comply with conditions required by THECB and receive a Certificate of Authority to award Associate of Applied Science degrees in Nursing prior to full approval by the Texas Board of Nursing.

Based upon the discussion and review of proposal, it was the Board's decision to grant Initial Approval status to Galen Health Institute pending full approval by THECB and receipt of Certificate of Authority to award Associate of Applied Science degrees in Nursing, and issue the requirements below.

If you should have any questions, please contact the Board office at (512) 305-7658.

Sincerely,

Linda R. Rounds, PhD, RN, FNP  
President

Dorothy Joy, MSN, RN  
Nursing Consultant for Education

copy:

Enclosure

**Texas Board of Nursing  
333 Guadalupe Street, Suite 3-460  
Austin, Texas 78701-3942**

BEFORE THE TEXAS BOARD OF NURSING

In the matter of the proposal of Galen Health Institute

For approval to implement an Associate Degree Nursing Education Program

ORDER OF THE BOARD

TO: Galen Health Institute

The Texas Board of Nursing in a regularly scheduled meeting, held on the 18<sup>th</sup> day of January 2008, considered the proposal for authority to implement an Associate Degree Nursing Education Program and obtain Approval from the Board, pursuant to Section 301.157, Texas Occupations Code.

At the meeting, Linda R. Rounds, PhD, RN, FNP, President of the Board, presided and the following members were present:

Deborah Hughes Bell, CLU, ChFC, Consumer Member  
George Buchenau, Jr., RN, BSN, Representing Practice  
Blanca Rosa Garcia, PhD, RN Representing ADN programs  
Richard Robert Gibbs, LVN, Representing Practice  
Rachel Gomez, LVN, Representing Practice  
Brenda S. Jackson, PhD, RN, Representing BSN Programs  
Beverly Jean Nutall, LVN, Representing Practice  
Frank Sandoval, Consumer Member

The Board reviewed the proposal of the above school and after having discussed the proposal in an open public meeting, the Board makes the following findings:

FINDINGS

1. That a written proposal has been filed with said Board.
2. That a public meeting on said proposal was held to take testimony and evidence by the Board.
3. That the written proposal does meet the minimum requirements for proceeding with the development of an approved program offering an Associate Degree.

ORDER

NOW THEREFORE, IT IS ORDERED THAT, the proposal of Galen Health Institute is approved, having been found to comply with minimum requirements for establishing an Associate Degree Nursing Education Program to prepare professional nurses.

IT IS FURTHER ORDERED THAT THE aforementioned school is authorized to proceed to implement a professional nursing education program and prior to admission of students all requirements of Chapter 215 Professional Nursing Education shall be met.

Specifically, the Board requires the following conditions as described below to be met prior to admission of students to the Galen Health Institute Associate Degree Nursing Education Program. The governing institution and the nursing program director will provide board staff:

1. Letter of Certificate of Authority from Texas Higher Education Coordinating Board to grant an associate degree in nursing.
2. Evidence of a fifty two week clinical rotation schedule for one hundred sixty students.
3. Evidence of the clinical evaluation tools show progression of student expectations.

DATED THIS 18th day of January, 2008.

THE TEXAS BOARD OF NURSING

Seal

By: \_\_\_\_\_  
Linda R. Rounds, PhD, RN, FNP  
President

**TEXAS BOARD OF NURSING**  
**333 Guadalupe Street, Suite 3-460**  
**Austin, Texas 78701-3942**

NOTICE OF PUBLIC HEARING

for

Consideration of a Proposal from Galen Health Institute

To Establish A

Associate Degree Nursing Education Program

at San Antonio, Texas

Date and Time: January 18, 2008 at 10:30 AM

Place: Hobby Building

333 Guadalupe Street

Tower 2, Room 225

Austin, Texas

The Board will hear testimony from individuals who wish to present information concerning the proposal.

Written testimony will also be considered and should be received in the Board's office by January 9, 2008.

Address written testimony to:

Katherine Thomas, MN, RN, Executive Director

Texas Board of Nursing

333 Guadalupe Street, Suite 3-460

Austin, Texas 78701-3942

**From:** McDonough, Linda [mailto:Linda.McDonough@THECB.state.tx.us]  
**Sent:** Friday, January 04, 2008 4:41 PM  
**To:** Dorothy Joy  
**Cc:** Nanmaebius@aol.com  
**Subject:** Galen status

Dorothy, this is what has happened so far – this is from a letter sent to Mr. Mark Vogt today. Hope this helps.

“On December 14, 2007, the Certification Advisory Council voted to recommend to the Commissioner of Higher Education, approval with conditions, of the Galen Health Institute - San Antonio application for a Certificate of Authority to award Associate of Applied Science degrees in Nursing for the two-year period ending on January 24, 2010.

The conditions the Council recommended are pertaining to Standard 3 – the Governing Board of the Institute and Standard 4 – the Distinction of Roles, and consist of expanding the number of board members and removing the President from governing board service.

The Commissioner will make a recommendation to the Board’s Academic Excellence and Research Committee at that committee’s meeting at 10 a.m. on January 23, 2008. The Committee will review the Council’s and the Commissioner’s recommendations, and will then make a recommendation to the full Board, which meets on January 24. We encourage you to have a representative at each of these meetings.”