

**Proposal to Establish A New Nursing Education Program
Hallmark College in San Antonio, Texas
Associate Degree Nursing Education Program**

Summary of Request:

Consider the Hallmark College proposal to establish a new Associate Degree Nursing Education Program in San Antonio, Texas, and the report of the survey visit (See Attachment #1). The final revised proposal was mailed to members of the Board under separate cover. A notice of public hearing has been posted (See Attachment #3).

Historical Perspective:

- Hallmark College, a private independent institution, was founded in 1969 to offer an Aviation Maintenance Technician program. The Electronics Program was launched in 1981, a second campus was added in 1985, and Business Programs were established at the new campus in 1988.
- Currently, Hallmark College consists of two San Antonio campuses with over 230 students enrolled in five programs at the Hallmark College of Aeronautics and over 447 students enrolled in six programs at the Hallmark College of Technology campus. Hallmark College offers certificate, diploma, associate, and baccalaureate degrees in the fields of Aviation, Business, Information Technology, and Allied Health.
- A first draft of the proposal was received in the Board office in July 2009 and Board staff provided feedback to the program in an ongoing manner.
- A revised draft was received in August 2010. Board staff conducted a telephone conference with the proposed Director on August 25, 2010 to discuss the proposal and suggest minor revisions. A third revision was received in November 2010 that contained an expanded list of both clinical affiliates and prospective faculty members.
- A site visit was conducted on December 21, 2010 by Virginia Ayars, MS, RN and Robin Caldwell, PhD, RN, CLNC.

Summary of Proposal:

Overview of the Proposal:

- Hallmark College proposes to establish a new 24-month Associate Degree in Nursing Education Program in San Antonio, Texas.
- A first cohort of 30 students is projected for the May 2011 enrollment and the program proposes to admit a new cohort of 30 students eight months later; therefore, establishing an admission schedule of two cohorts of 30 students twice per calendar year.
- The projected graduation date for the first cohort will be May 2013.
- The proposed 72 credit hour curriculum is divided into four sixteen-week semesters designed to be completed in two years of full-time study. The 30 hours of general education prerequisite courses can be completed in two semesters followed by four semesters of nursing courses. Nursing courses total 42 credit hours, while the total for general education is 30 credit hours for a total of 72 credit hours for the entire program.
- Classes will be conducted at the Hallmark College of Technology San Antonio campus with clinical experiences in health care facilities in San Antonio and San Marcos.

Rationale and Need for the Program:

- Data presented in the proposal indicate a need for this professional nursing program in the San Antonio area, documenting 592 current RN vacancies in the San Antonio area.
- A survey of clinical facilities indicated available clinical space will accommodate and support Hallmark College nursing students.
- Letters of support from community leaders in the San Antonio area indicate support for the proposed nursing program.

Administration and Organization:

- Since 1982, Hallmark College has been accredited by the Accrediting Commission of Career Schools and Colleges of Technology (ACCSCCT). In June 2009, the ACCSCCT provided approval for Hallmark College to grant the Associate of Applied Science (AAS) Degree in Nursing, contingent upon approval by the Texas Board of Nursing (BON).
- In April 2009, the Texas Higher Education Coordinating Board (THECB) granted Hallmark College the authority to issue an AAS Degree in Nursing, contingent on approval by the Texas BON.
- In 2009, Hallmark College began actively moving forward to obtain accreditation by the Southern Association of Colleges and Schools.
- The school is approved and regulated by the Texas Workforce Commission.
- The co-founder and owner of Hallmark College is Richard H. Fessler who now serves as Chairman of Hallmark College, and Joe Fisher serves as College System President.
- The proposed director, April J. Ernst, MSN, RN, is fully qualified and has more than 28 years of professional nursing experience with 23 years devoted to nursing education. Ms. Ernst served as a faculty member in a prelicensure professional nursing education program in Texas for 13 years.

Availability of Faculty and Clinical Sites:

- Hallmark College has enlisted a number of interested qualified and experienced faculty to provide instruction for the program. Abbreviated vitae of seven prospective faculty members are offered in the proposal.
- A faculty orientation process is described in the Department of Nursing Faculty Handbook.
- Hallmark College requires that all instructors complete a Faculty Self Development Plan each year that is divided into three major sections: (1) individualized faculty development; (2) in-service training; and (3) professional growth and leadership.
- The Department of Nursing Faculty Handbook describes the faculty organization and functions.
- The program has received commitments for adequate clinical sites and experiences from multiple health care institutions in San Antonio and San Marcos.

Financial Support and Resources:

- Hallmark College operates as a debt-free organization. A financial audit statement regarding Hallmark College is included in the proposal.
- Letters from Joe Fisher, College System President, and Arturo Cervantes, Campus President of the Hallmark College of Technology, endorse the new program.
- The survey visit indicated that the requirements of Board Rule 215 regarding facilities, resources, and services are completely addressed.

Program of Study:

- The philosophy of the nursing program guides the curriculum. The philosophy, mission, and education outcomes provide a basis for the nursing program curriculum threads. These threads are elements of knowledge and instruction that are emphasized throughout the four semesters of the program.
- Program outcomes are based on the differentiated essential competencies established by the Texas BON.

Total Evaluation Plan:

- The program's total evaluation plan is well developed and provides measurable indicators of achievement.

Comments from Survey Visit:

Staff met with administration and with the proposed Director of the program. The Hallmark College of Technology campus is located in a spacious, modern building with ample parking and access to public transportation. The nursing program has a sophisticated, state-of-the-art nursing skills lab which is fully equipped and furnished.

Pros:

- The administration have committed the resources to the implementation of this new program.
- The educational space allocated to the nursing program is spacious and modern with state-of-the-art skills laboratories.
- Comprehensive and diverse clinical learning experiences have been secured.
- The proposed director is qualified and experienced in prelicensure professional nursing education.

Cons:

- None identified.

Staff Recommendation:

Staff recommend 2 options:

1. Move to grant initial approval to Hallmark College to establish a new Associate Degree Nursing Education Program in San Antonio, Texas, with an initial cohort of 25 students to begin in 2011 with a subsequent cohort of 25 students to begin eight months later, based upon the proposal and survey visit as indicated in the attached letter (Attachment #2).
2. Move to grant initial approval to Hallmark College to establish a new Associate Degree Nursing Education Program in San Antonio, Texas, with an initial cohort of 30 students to begin in 2011 with a subsequent cohort of 30 students to begin eight months later, based upon the proposal and survey visit as indicated in the attached letter (Attachment #2).

TEXAS BOARD OF NURSING

SURVEY VISIT PROGRAM REPORT

Professional Nursing Educational Programs

NAME OF NURSING PROGRAM: Hallmark College, San Antonio, Texas

DEAN OR DIRECTOR: April J. Ernst, MSN, RN, Proposed Director

REASON FOR SURVEY: New Proposal DATE: December 21, 2010

SURVEY VISITOR(S): Virginia D. Ayars, MS, RN and Robin Caldwell, PhD, RN, CLNC

VOLUNTARY ACCREDITATION: Accrediting Commission of Career Schools and Colleges of Technology (ACCSC)

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

§215.11 Facilities, Resources, and Services	Evidence	Comments
<p>(a) The controlling agency/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 educational program.</p>	<p>The Hallmark College of Technology campus provides a newly constructed 3,000 square foot area on the second floor for the Martha Fessler School of Nursing.</p> <p>The area contains a classroom, a computer lab, offices, storage space, a state of the art simulation hospital, a skills lab, and a private office for the nursing program director.</p> <p>Hallmark College administration has supported the development of the new program.</p> <p>Student services include counseling, tutoring, financial aid, and career placement.</p> <p>The college is in a central and accessible location. The facility is spacious, modern, and well equipped. There is ample parking and bus services are accessible.</p>	<p>Criterion met.</p>

<p>(b) An appropriately equipped skills laboratory shall be provided to accommodate maximum number of students allowed for the program.</p> <p>(1) the laboratory shall be equipped with hot and cold running water.</p> <p>(2) The laboratory shall have adequate storage for equipment.</p>	<p>The simulation hospital (laboratory) has a centrally located nurse's station with five separate patient rooms surrounding it. There is a separate technology room to house the videotaping capability and an additional separate room for storage and a large sink with hot and cold running water for mannequin and simulation clean-up. The sophisticated, state-of-the-art skills lab is adjacent to the simulation hospital and has six patient beds separated by curtains.</p> <p>There are four sinks with hot and cold running water along one wall, with storage space overhead.</p> <p>A large storage room is located in the skills lab area that provides space for equipment and for storing records and files.</p>	<p>Criterion met.</p>
<p>(c) The dean/director and faculty shall have adequate secretarial and clerical assistance to meet the needs of the program.</p>	<p>There is one full time administrative assistant for the nursing program. An office area for the administrative assistant has been designated in the nursing department wing of the campus.</p>	<p>Criterion met.</p>
<p>(d) 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/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>(6) Teaching aids shall be provided to meet the objectives/outcomes of the program.</p> <p>(7) Adequate restrooms and lounges shall be provided convenient to the classroom.</p>	<p>The director of the nursing program has a private office. There is a conference room available on the first floor of the campus where faculty may meet with students.</p> <p>Faculty office space is available in the instructor work room located adjacent to the nursing wing. Space is designed so that nursing faculty will be able to work uninterrupted and to conference with students privately. Individual faculty space within the instructor work room provides access to several computers, a copier and a shared printer. Locked and secured file and storage space are also present in the workroom.</p> <p>Comfortable and well-equipped student and faculty lounges are available. Student lounges have wheelchair accessible tables and vending machines at a height of access.</p>	<p>Criterion met.</p>

<p>(e) 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>The Learning Resource Center includes a designated physical space on campus, as well as virtual library, tutoring resources, and general education academic needs support.</p> <p>Hallmark College has several computer laboratories for student use. Each classroom has a Smartboard for audiovisual presentation. The students have access to video instruction and demonstration on Elsevier and Pearson e-learning sites that correspond to textbooks.</p> <p>Hallmark College's library holdings include a subscription to EBSCOHost which includes the Cumulative Index to Nursing and Allied Health Literature (CINAHL).</p>	<p>Criterion met.</p>
<p>§215.12 Records and Reports</p>		
<p>(a) Accurate and current records shall be maintained for a minimum of two years in a confidential manner and be accessible to appropriate parties, including Board representatives. These records shall include, but are not limited to:</p> <p>(1) records of current students;</p> <p>(2) faculty records;</p> <p>(3) administrative records, which include minutes of faculty meetings for the past three years, and school catalogs;</p> <p>(4) the current program of study and curriculum including mission and goals (philosophy and outcomes), and course outlines;</p> <p>(5) agreements with affiliating agencies; and</p> <p>(6) the master plan of evaluation with most recent data collection.</p>	<p>Hallmark College Department of Nursing plans to keep records for a period of five years, in alignment with the college's policies.</p>	<p>Criterion met.</p>
<p>(b) Record forms may be developed by an individual school.</p>		<p>Criterion met.</p>
<p>(c) Hospital employment forms are not to be used for student records.</p>		<p>Criterion met.</p>
<p>(d) Records shall be safely stored to prevent loss, destruction, or unauthorized use.</p>		<p>Criterion met</p>

DRAFT LETTER

January 31, 2011

April J. Ernst, MSN, RN
Program Chair, Associate Degree Nursing Program
Hallmark College
10401 IH-10 West
San Antonio, TX 78230-1737

Dear Ms. Ernst:

At the January 27, 2011 meeting, members of the Texas Board of Nursing (BON or Board) discussed the Hallmark College Proposal to Establish a New Associate Degree Nursing Education Program in San Antonio, Texas, and the report of the December 21, 2010, survey visit. The members of the Board wish to thank you, Mr. Joe Fisher, President Hallmark College System, and Mr. Arturo Cervantes, President Hallmark College of Technology, for being present to answer questions.

As indicated by the enclosed order, it was the Board's decision to grant Initial Approval status to Hallmark College in San Antonio, Texas, and allow the admission of:

(Option #1) an initial cohort of 25 students to begin in 2011 with a subsequent cohort of 25 students to begin eight months later.

(Option #2) an initial cohort of 30 students to begin in 2011 with a subsequent cohort of 30 students to begin eight months later.

We wish you success with the program. If you have questions, or if we may be of assistance, please contact board staff at (512) 305-7660.

Sincerely,

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

Virginia D. Ayars, MS, RN
Nursing Consultant for Education

copy: TWC
ACCSCT

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

BEFORE THE BOARD OF NURSING
IN AND FOR THE STATE OF TEXAS

In the matter of the proposal of Hallmark College in San Antonio, Texas
For approval to implement an Associate Degree Nursing Education Program

ORDER OF THE BOARD

TO:

The Board of Nursing in and for the State of Texas in a regularly scheduled meeting, held on the 27th day of January 2011, 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
Kristin K. Benton, MSN, RN, Representing VN Programs
Patricia Clapp, BA, Consumer Member
Tamara Cowen, MN, RN, Representing Practice
Sheri Denise Crosby, JD, SPHR, Consumer Member
Marilyn J. Davis, RN, BSN, MPA, Representing Practice
Blanca Rosa Garcia, PhD, RN Representing ADN Programs
Richard Robert Gibbs, LVN, Representing Practice
Kathy Leader-Horn, LVN, Representing Practice
Josefina Lujan, PhD, RN, Representing BSN Programs
Beverly Jean Nutall, LVN, Representing Practice
Mary Jane Salgado, MEd, 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 Hallmark College is approved having been found to comply with minimum requirements for establishing an Associate Degree Nursing Education Program to prepare professional nurses.

The program is authorized to admit...

[twenty-five students in 2011 with a subsequent cohort of 25 students to begin eight months later].

[thirty students in 2011 with a subsequent cohort of 30 students to begin eight months later].

DATED THIS 27th day of January, 2011.

THE BOARD OF NURSING IN AND
FOR THE STATE OF TEXAS

Seal

By: _____
Linda R. Rounds, PhD, RN, FNP
President

BOARD OF NURSING FOR THE STATE OF TEXAS

333 Guadalupe Street, Suite 3-460

Austin, Texas 78701-3942

NOTICE OF PUBLIC HEARING

for

Consideration of a Proposal from Hallmark College

To Establish An

Associate Degree Nursing Education Program

in San Antonio, Texas

Date and Time: January 27, 2011 at 2:30 PM

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 14, 2011.

Address written testimony to:

Katherine Thomas, MN, RN, Executive Director

Texas Board of Nursing

333 Guadalupe Street, Suite 3-460

Austin, Texas 78701-3942