

**Report of a Routine Survey Visit
Victoria College in Victoria, Texas
Vocational Nursing Education Program**

Summary of Request

Consider the report of the March 28, 2014, routine survey visit to Victoria College in Victoria, Texas, Vocational Nursing (VN) Education Program. The previous survey visit was conducted in October, 2002.

Historical Perspective:

- Victoria College was established in 1925 as Victoria Junior College.
- In 1949, the college name was changed to Victoria College.
- The college has campuses in Victoria, Hallettsville, Gonzales, and Cuero, Texas providing education to residents of a seven (7) county area.
- Victoria College is accredited by the Southern Association of Colleges and Schools (SACS) and underwent SACS reaccreditation in 2013.
- The Victoria College Vocational Nursing Program began in 1949.
- Darla G. Guajardo, MSN, RN was appointed Director of Nursing for both the VN program and the Associate Degree Nursing (ADN) Education program since January, 2013 and has been with the college over twelve (12) years.
- She is assisted by Joyce Harper, BSN, RN, who has been the VN Program Chair since 2012 and has over nineteen (19) years of experience in the VN program. As VN Program Chair, she serves as Coordinator for the VN program.
- The NCLEX-PN® pass rates for the past five (5) years are reflected in the table below:

Examination Year	BON Approval Status	NCLEX-PN® Examination Pass Rate	Number of First Time Candidates (Passed/Total)
2013	Full	83.10%	118/142
2012	Full	91.30%	105/115
2011	Full	83.70%	113/135
2010	Full	86.90%	126/145
2009	Full	93.65%	118/126

Summary of Survey Findings (See Attachment #1):

- Board Representative identified many strengths in the program.
- Ms. Guajardo has only been in the director role since January 2013, but has made many positive changes to the program. She strengthened the use of the Total Program Evaluation Plan in the program and has made it a dynamic tool for program revision and improvement. The faculty meetings and minutes are reflecting decision-making based upon program evaluation and data, though these changes are in early stages and the documentation in the minutes is not yet consistent.

Pros:

- The VN Program Director is an experienced educator having taught in the VN and ADN programs. She is respected by administration, faculty, students, and the community.
- Administration expressed support for the VN program and it fulfills a continued need for nurses in the communities served.
- The VN education program receives strong support from clinical affiliates based on feedback that indicates graduates are prepared to practice upon graduation.
- Students interviewed expressed satisfaction with the program.

- The program of study incorporates creative methods for course delivery, including frequent communication with faculty, face-to-face instruction, student centered learning activities, and utilization of simulation.
- All clinical learning experiences are faculty supervised with hands on direct-patient care and with the use of preceptors in some clinical settings. The program utilizes simulation to prepare students for clinical practice and for remediation.
- The program utilizes a full-time RN simulation coordinator to assist with clinical learning experiences in the laboratory setting.
- The program has a large number of active contracts with clinical affiliating agencies that provide a wide variety of clinical learning experiences.
- VN graduates are able to obtain employment in the local hospitals and long term care agencies.
- The college provides funds every year for faculty to attend the annual conference of the Texas Association of Vocational Nurse Educators (TAVNE), and other conferences related to education.

Cons:

- The decrease in the 2013 NCLEX-PN® pass rate has been attributed to faculty turnover on some of the campuses.
- Recruitment and retention of qualified faculty seem to be an issue due to salaries.
- Meeting minutes do not consistently reflect implementation of the Total Program Evaluation (PE)
- The VN Program Chair is also Coordinator for the Hallettsville campus and carries a teaching load of fifteen (15) hours.

Rationale for Staff Recommendation:

Rule 214.13(c) related to Total Program Evaluation states: "Implementation of the plan for total program evaluation shall be documented in the minutes." The Program Director has reactivated the Total Program Evaluation Plan and the faculty are using it to guide decision-making based upon evaluation data. There is not yet consistency in documenting evaluation data and decision based upon the data in faculty meeting minutes, but this is a work in progress. Board Staff encourage faculty to continue in this endeavor and recommend requiring the program to submit sample minutes indicating that faculty decisions are being made based upon evaluation data.

Recruitment of qualified nursing faculty at the extension sites/campuses seems to be hindered by low salary. Board Staff recommend the college administration review nursing faculty salaries at the extension sites/campuses and consider an adjustment to make nursing faculty positions more competitive with other nursing positions.

The Program Evaluator noted that the Program Chair/Coordinator has a heavy teaching load in addition to coordinating extension sites/campuses. Board Staff recommend that administration review the workload of the Program Chair and offer release time for the coordinating responsibilities.

Staff Recommendation:

Move to accept the report of the routine survey to Victoria College Vocational Nursing Education Program in Victoria, Texas, and issue the requirement and recommendations in the attached Board Order (Attachment #2)

**Summary of Survey Visit
Victoria College in Victoria, Texas
Vocational Nursing Education Program**

Purpose of Survey visit: Routine survey visit

Date of Visit: March 28, 2014

Board Representative Conducting Visit: Beverly Skloss, MSN, RN, Contract Program Evaluator

Program Evaluator met with:

- Dr. Tom Butler, President, Victoria College
- Dr. Patricia A. Vandervoort, Vice President, Instruction
- Betsy Crane, Dean, Career, Health, and Technical Professions
- Darla G. Guajardo, MSN, RN, Director of Nursing, Career, Health & Technical Professions
- Joyce Harper, BSN, RN, VN Program Chair/Coordinator
- Kimberly McClure, MSN, RN, Faculty
- Barbara Sanderson, MSN, RN, Faculty
- Karen Bauer Smith, BSN, RN, Faculty
- Vicki Miles, BSN, RN, Faculty
- Michelle Hall, RN, Faculty
- Katie Walpole, RN, Faculty
- Janna Driskell, RN, Faculty
- Gloria Howard, RN, Faculty
- Elaine Savoie, RN, Faculty
- Patrick Thirty, RN, Faculty
- Approximately thirty (30) VN students

Program Evaluator:

- Reviewed the curriculum and all syllabi;
- Reviewed the Student Handbook and Faculty Handbook;
- Reviewed exams, assignments, and clinical evaluation tools;
- Reviewed clinical affiliation agreements;
- Interviewed approximately thirty (30) students;
- Toured Victoria facilities housing the nursing program;
- Held initial conference with director and administration;
- Met with faculty members;
- Reviewed records and documents including: student and faculty files, minutes of faculty meetings, and the Total Program Evaluation (TPE) Plan; and
- Conducted exit interview with director and administration.

Summary of Findings:

Administration

- Administration indicated the nursing program fulfills a need in the local community and has comparable status to other education units in the college.
- The VN program is in the Division of Career, Health, & Technical Professions which also includes the following programs: Associate Degree Nursing (ADN), Medical Lab Technology, Physical Therapy Assistant, Emergency Medical Services, Respiratory Care, Business and Computer Programs, Industrial Programs, and Public Services Academies.
- The VN program is also offered at extension sites/campuses in Cuero, Gonzales, and Hallettsville.
- Darla G. Guajardo, MSN, RN, has been the Director of the Program for one (1) year with over ten years (10) of teaching experience in the ADN and VN programs.

- Ms. Guajardo teaches as needed but indicates she has adequate time to fulfill her program director duties.
- Joyce Harper, BSN, RN, VN Program Chair, also performs the role of VN Coordinator for the Hallettsville campus and carries a teaching load of fifteen (15) semester credit hours.
- Ms. Guajardo and Ms. Harper commended their faculty for their experience, dedication and hard work.
- Clear channels of communication between the director and administration were evident.

Program of Study:

- The twelve (12) month program of study is designed to be completed in three (3) semesters.
- The program is comprised of a total of 1520 clock hours: 624 didactic hours and 896 clinical hours.
- The program of study is well organized and includes all Board required content.
- The organization of the curriculum is based upon simple to complex and is designed to ensure students are competent in skills prior to entering the clinical setting.
- *The Differentiated Essential Competencies (DECS) (2010)* have been fully incorporated into the curriculum.
- An academic level biology is now a requirement to enter the program therefore providing a strong science base to facilitate educational mobility.
- Standardized testing is used throughout the program for admission, progression, and graduation purposes.
- Some course components are taught online. Faculty receive orientation and competency training specific to online education.

Faculty:

- Twelve (12) full-time and four (4) part-time faculty teach in the VN program. Two (2) faculty members are in the first year of teaching and two (2) faculty members are in the second year of teaching.
- Faculty members possess strong experience teaching as well as diversity in content expertise and clinical backgrounds.
- Faculty reported they are a cohesive group and receive solid support from one another, the director of nursing and program chair.
- VN faculty workload is eighteen (18) hours per semester and varies from the fifteen (15) hours required of the ADN faculty.
- Faculty members are actively engaged in curriculum planning, implementation, and evaluation.
- Faculty express satisfaction with having a simulation coordinator which assist with time for preparation.
- Faculty has regular meetings. Decision-making is collaborative.
- An adequate faculty development plan is in place and utilized including attendance at the Texas Association of Vocational Nurse Educators (TAVNE) annual conference.
- All faculty members were available for interview.
- Faculty policies are in place per BON requirement.

Students:

- The program admits one (1) cohort of up to one hundred thirty (130) students annually each August. The number admitted varies based on the number of qualified applicants.
- At the time of the survey visit, one hundred six (106) were in the program. One hundred thirty (130) were admitted in August 2013.
- Students reported they enrolled in the VN program because of the desire to become a nurse, location of the program, and availability of enrollment slots.
- Students agreed the program of study is preparing them well for clinical practice and they cited hands-on learning experiences as being the most rewarding part of the program.
- Students verbalized the challenge of time management between home responsibilities and school. They cited that faculty are available to assist with student success.
- Student policies are well-defined, written, and available to students.
- Student representatives are utilized for input into the development of policies.
- Approximately thirty (30) students were available for interview.
- The majority of students expressed the desire to further their education to become a registered nurse.

Clinical Learning Experiences:

- The program has active clinical contracts with a number of affiliating agencies that provide rich clinical opportunities for the curriculum.
- Skills lab and simulation lab activities are also utilized. The simulation lab has both low, mid- and high-fidelity mannequins.
- Intravenous therapy is taught as part of the clinical learning experiences.
- Faculty provides supervision during all clinical learning experiences and maintains BON required ratios.
- Clinical preceptors are utilized with a 1:1 ratio and the preceptor guidelines are clearly written.
- Clinical learning experiences are scheduled to correlate with didactic content.
- Criteria for selecting clinical agencies are well-defined.
- The clinical evaluation tools are based upon course content, the DEC's, and are used for formative and summative evaluations throughout the program. Student expectations are detailed and clear.
- Students are well received and have a good reputation among clinical affiliates.

Facilities, Resources, and Services:

- A full array of student services is offered at all sites.
- A large library is available on campus.
- Several large computer labs are available in the nursing building and students have twenty-four (24) hour access to online resources.
- There is ample, open parking available adjacent to the program building.
- The VN program is housed in the beautiful three (3) year old Health Science Center building that is conducive to learning, spacious, equipped with numerous classrooms and well equipped skills and simulation labs.
- Media equipment is available in every classroom.
- The program director and full-time faculty are provided with fully-furnished private offices.
- The program has full-time clerical and secretarial support.
- The program director and faculty agreed that resources are adequate to meet all teaching needs.
- The facilities include restrooms, faculty and student lounges, lockers, break areas, study areas, and a snack bar.
- The VN program classrooms are adequate and include a computer for each student.
- There are ample mannequins and simulation models for the number of students.

Records and Reports:

- Faculty files provide evidence of faculty qualifications, responsibilities, and faculty evaluations.
- The program has a Total Program Evaluation (TPE) Plan that has recently been revived and revised. It is now being used regularly for decision-making in the faculty meetings.
- Meeting minutes do not consistently reflect implementation of the TPE at this time because the process for decision-making is in process of improvement.
- Student files contain all documents required by Rule 214.
- Clinical affiliation agreements are up to date.
- Storage of files meets the requirement of Rule 214.

DRAFT LETTER

July 21, 2014

Darla G. Guajardo, MSN, RN, Director of Nursing
Vocational Nursing Education Program
Victoria College
2200 East Red River Street
Victoria, TX 77901

Dear Ms. Guajardo,

At the July 17-18, 2014 meeting, the members of the Texas Board of Nursing considered the report of the routine survey visit to the Vocational Nursing Education Program at Victoria College in Victoria, Texas. It was the decision of the Board to accept the report of the survey visit and impose the requirement and recommendations in the attached Board Order.

Requirements are mandatory criterion based on program assessment directly related to the rules that must be addressed in the manner prescribed.

Recommendations are specific suggestions based upon program assessment indirectly related to the rules to which the program must respond but in a method of their choosing.

If you have questions or if we may be of assistance, please contact Board Staff at Janice.hooper@bon.texas.gov or (512) 305-6814.

Sincerely,

Katherine Thomas, MN, RN, FAAN
Executive Director

Copy: Dr. Tom Butler, President, Victoria College

BEFORE THE TEXAS BOARD OF NURSING

In the Matter of:
Victoria College
Vocational Nursing Education Program
In Victoria, Texas

ORDER OF THE BOARD

A public meeting of the Texas Board of Nursing, hereinafter referred to as the Board, was held on July 17, 2014, 333 Guadalupe, Tower II, Room 225, Austin, Texas, to consider the report of the survey visit to Victoria College Vocational Nursing Education Program in Victoria, Texas, pursuant to Section 301.157, Texas Occupations Code and 22 Texas Administrative Code, Chapter 214.

After review and due consideration of the findings from the survey visit, as well as the presentation by representatives from Victoria College in Victoria, Texas, and other interested parties, if any, the Board hereby ACCEPTS the survey visit report and imposes the following requirement and recommendations:

Requirement:

1. The program shall submit sample copies of faculty meeting minutes indicating that faculty decisions made after March 28, 2014 were based upon Total Program Evaluation Plan data. Copies of minutes shall be submitted to Board Staff no later than September 1, 2014.

Recommendations:

1. The college administration is encouraged to review nursing faculty salaries at the extension sites/campuses and consider an adjustment to make nursing faculty positions more competitive with other nursing positions. A response to this recommendation shall be submitted to Board Staff no later than September 1, 2014.
2. The college administration is encouraged to review the workload of the Program Chair and offer release time for the coordinating responsibilities. A response to this recommendation shall be submitted to Board Staff no later than September 1, 2014.

Entered this 17th day of July, 2014

Katherine Thomas, MN, RN, FAAN
Executive Director