

VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE MINUTES
January 15, 2020

TIME AND PLACE: The meeting of the Education Informal Conference Committee was convened at 9:13 a.m. in Suite 201, Department of Health Professions, 9960 Mayland Drive, Second Floor, Board Room 4, Henrico, Virginia.

MEMBERS PRESENT: Cynthia Swineford, RN, MSN, CNE, Chair
Yvette Dorsey, DNP, RN

STAFF PRESENT: Jay Douglas, Executive Director, RN, MSM, CSAC, FRE
Robin Hills, RN, DNP, WHNP, Deputy Executive Director
Jacquelyn Wilmoth, RN, MSN, Nursing Education Program Manager
Beth Yates, Nursing and Nurse Aide Education Coordinator

OTHERS PRESENT: Anne G. Joseph, Administrative Proceedings Division
Faculty from Chesapeake Career Center, Practical Nursing Program

Public Comment There was no public comment.

FACUTLY EXCEPTIONS: **South University – Richmond, BSN Program, US28500700**
Dr. Ann McNallen, Program Director was in attendance.
At 9:20 a.m. Dr. Dorsey moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711(A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of South University - Richmond registered nursing education program. Additionally, she moved that, Ms. Douglas, Dr. Hills, Ms. Wilmoth, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.
The motion was seconded and carried unanimously. The Committee reconvened in open session at 9:29 a.m.
Dr. Dorsey moved that the Education Informal Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.
Dr. Dorsey moved to recommend to approve the requests for the three continued faculty exceptions for South University – Richmond.
This recommendation will be presented to the full Board on January 28, 2020

DISCUSSION ITEMS

Nurse Aide Education Program Curriculum Editorial Revisions. Dr. Hills presented an explanation of revisions to the Nurse Aide Education recommended by staff.

Dr. Dorsey moved to recommend that staff make the editorial revisions to the nurse aide curriculum to address the numbering of the objectives throughout the document and remove the methodology.

The motion was seconded and carried unanimously.

CONFERENCES
SCHEDULED:

**Chesapeake Career Center, Practical Nursing Program,
US28106200**

Kathy Jones, Practical Nursing Director, Dr. Shonda Pittman-Windham, Administrator, Dr. Debbie Hunley-Stukes, Director of Academic Support, and Career Readiness, and Ann Helmer, CTE Supervisor were in attendance.

Ms. Michele Green-Wright, Specialist, Department of Education, addressed the board regarding the Department of Education's support of Chesapeake Career Center, practical nursing program.

At 12:05 p.m. Dr. Dorsey moved that the Education Informal Conference Committee convene a closed meeting pursuant to §2.2-3711(A) (27) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Chesapeake Career Center, practical nursing education program. Additionally, she moved that, Ms. Douglas, Dr. Hills, Ms. Joseph, Ms. Wilmoth, and Ms. Yates attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 1:05 p.m.

Dr. Dorsey moved that the Education Informal Conference Committee of the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Dr. Dorsey moved to recommend to place the program on conditional approval with the following terms and conditions: within 90 days of the date of the order, submit to the board a current faculty roster and a plan, acceptable to the board, ensuring the necessary competency to teach all assigned courses; and within 10 days of hiring new faculty for the 2020-2021 school year, the program will submit to the board evidence of competency and experience or a plan to ensure competency and experience to teach the courses for which they were hired. The Board will review the program in July of 2021 at which time the board may determine compliance or schedule a formal hearing.

This recommendation will be presented to the full Board on January 28, 2020.

Meeting adjourned at 1:10 p.m.

Robin Hills, RN, DNP, WHNP
Deputy Executive Director