



Indiana State Board of Nursing  
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Governor Mitchell E. Daniels, Jr.

### ANNUAL REPORT FOR PROGRAMS IN NURSING

**Guidelines:** An Annual Report, prepared and submitted by the faculty of the school of nursing, will provide the Indiana State Board of Nursing with a clear picture of how the nursing program is currently operating and its compliance with the regulations governing the professional and/or practical nurse education program(s) in the State of Indiana. The Annual Report is intended to inform the Education Subcommittee and the Indiana State Board of Nursing of program operations during the academic reporting year. This information will be posted on the Board's website and will be available for public viewing.

**Purpose:** To provide a mechanism to provide consumers with information regarding nursing programs in Indiana and monitor complaints essential to the maintenance of a quality nursing education program.

**Directions:** To complete the Annual Report form attached, use data from your academic reporting year unless otherwise indicated. An example of an academic reporting year may be: August 1, 2011 through July 31, 2012. Academic reporting years may vary among institutions based on a number of factors including budget year, type of program delivery system, etc. Once your program specifies its academic reporting year, the program must utilize this same date range for each consecutive academic reporting year to insure no gaps in reporting. You must complete a **SEPARATE report** for each PN, ASN and BSN program.

This form is due to the Indiana Professional Licensing Agency by the close of business on October 1st each year. The form must be electronically submitted with the original signature of the Dean or Director to: [PLA2@PLA.IN.GOV](mailto:PLA2@PLA.IN.GOV). Please place in the subject line "Annual Report (Insert School Name) (Insert Type of Program) (Insert Academic Reporting Year)". For example, "Annual Report ABC School of Nursing ASN Program 2011." The Board may also request your most recent school catalog, student handbook, nursing school brochures or other documentation as it sees fit. It is the program's responsibility to keep these documents on file and to provide them to the Board in a timely manner if requested.

Indicate Type of Nursing Program for this Report: PN X ASN \_\_\_\_\_ BSN \_\_\_\_\_

Dates of Academic Reporting Year: July 2011- June 2012 (Date/Month/Year) to (Date/Month/Year)

Name of School of Nursing: Brown Mackie College-South Bend Address: 3454 Douglas Rd. South Bend, IN 46635

Dean/Director of Nursing Program

Name and Credentials: Barbara Ann Borkowski, RN, MSN Candidate Nov, 2012, BSN, MBA

Title: Program Administrator Email: bborkowski@brownmackie.edu

Nursing Program Phone #: 574-323-2683

Fax: 574-323-2789

Website www.brownmackie.edu

Social Media Information Specific to the SON Program (Twitter, Facebook, etc.): NA

Please indicate last date of NLNAC or CCNE accreditation visit, if applicable, and attach the outcome and findings of the visit: N/A

If you are not accredited by NLNAC or CCNE where are you at in the process? Currently working on candidacy presentation.

### SECTION 1: ADMINISTRATION

Using an "X" indicate whether you have made any of the following changes during the preceding academic year. For all "yes" responses you must attach an explanation or description.

- |   |                     |
|---|---------------------|
| 1) Change in ownership, legal status or form of control   | Yes ___ No <u>X</u> |
| 2) Change in mission or program objectives  | Yes ___ No <u>X</u> |
| 3) Change in credentials of Dean or Director  | Yes ___ No <u>X</u> |
| 4) Change in Dean or Director   | Yes ___ No <u>X</u> |
| 5) Change in the responsibilities of Dean or Director   | Yes ___ No <u>X</u> |
| 6) Change in program resources/facilities   | Yes ___ No <u>X</u> |
| 7) Does the program have adequate library resources?  | Yes <u>X</u> No ___ |
| 8) Change in clinical facilities or agencies used (list both additions and deletions on attachment) | Yes <u>X</u> No ___ |
| 9) Major changes in curriculum (list if positive response)  | Yes ___ No <u>X</u> |

### SECTION 2: PROGRAM

1A.) How would you characterize your program's performance on the NCLEX for the most recent academic year as compared to previous years? Increasing X Stable \_\_\_ Declining \_\_\_

1B.) If you identified your performance as declining, what steps is the program taking to address this issue? \_\_\_

2A.) Do you require students to pass a standardized comprehensive exam before taking the NCLEX? Yes X No \_\_\_

2B.) If **not**, explain how you assess student readiness for the NCLEX. \_\_\_\_\_

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2C.) If so, which exam(s) do you require? Assessment Testing Institute (ATI) is used throughout the program and level two is required in addition to the comprehensive predictor which requires a 90% probability of passing the NCLEX-PN exam. See attached ATI grid for review.

2D.) When in the program are comprehensive exams taken: Upon Completion \_\_\_\_\_  
As part of a course  X  Ties to progression and thru curriculum  X

2E.) If taken as part of a course, please identify course(s): PN fundamentals of Nursing, PN 1230 , PN 2995 Leadership.

3.) Describe any challenges/parameters on the capacity of your program below:

A. Faculty recruitment/retention: Increasing MSN faculty for full time faculty. Recruitment of MSN faculty is a challenge but a plan is in place to increase the number of MSN prepared faculty. Current faculty members are enrolled in various MSN programs. By the end of the year 2013, we will have five full time MSN faculty.

The student volume has decreased and as a result the admissions and enrollment process is now scheduled for quarterly starts thus requiring only five full time RN faculty positions.,

B. Availability of clinical placements: The practical nurse program does not have any issues with clinical placement. We have participation agreements with four acute care hospitals, three acute rehabilitative hospitals, four child care, clinics, and immunization clinics, and ten long term care facilities.

C. Other programmatic concerns (library resources, skills lab, sim lab, etc.): No other programmatic concerns are noted. The PN program has exceptional library databases, resources, web based tutorial programs, web based NCLEX-PN preparatory resources, two skill labs with a simulation lab for reproduction and pediatrics.

4.) At what point does your program conduct a criminal background check on students? Criminal background checks are completed upon admission to the program, during a student re-entry after a withdrawal and prior to preceptorship.

5.) At what point and in what manner are students apprised of the criminal background check for your program? Students are advised of the need for criminal background checks during the enrollment and admissions process, new student of orientation, reviewed in Introduction to Nursing in the first month and the policy is a part of the PN student policy and procedure handbook. Students also sign a disclosure statement upon admission and again in the first PN Introduction class. Students meet with the Nursing Administrator when the results are obtained by the campus.

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<b>SECTION 3: STUDENT INFORMATION</b>
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1.) Total number of students admitted in academic reporting year:

Summer 46                      Fall 17                      Winter 19                      Spring 3

Total number of graduates in academic reporting year:

Summer 26                      Fall, 43                      Winter 12                      Spring 18

3.) Please attach a brief description of all complaints about the program, and include how they were addressed or resolved. For the purposes of illustration only, the CCNE definition of complaint is included at the end of the report.

There have been no complaints about the PN program by students or other individuals.

4.) Indicate the type of program delivery system: The program is delivered on a quarter credit hour system with one class taken each month.

Semesters \_\_\_\_\_ Quarters X \_\_\_\_\_ Other (specify)

#### SECTION 4: FACULTY INFORMATION

A. Provide the following information for **all faculty new** to your program in the academic reporting year (attach additional pages if necessary):

<b>Faculty Name:</b>	Leo Kenworthy, RN, BSN
<b>Indiana License Number:</b>	28160017A
<b>Full or Part Time:</b>	Adjunct
<b>Date of Appointment:</b>	November 2011
<b>Highest Degree:</b>	BSN
<b>Responsibilities:</b>	Clinical and fundamental instructor

<b>Faculty Name:</b>	Susan LaBadie-Suckow, RN BSN
<b>Indiana License Number:</b>	28109338A
<b>Full or Part Time:</b>	Adjunct
<b>Date of Appointment:</b>	May 2009
<b>Highest Degree:</b>	BSN- MSN applicant

<b>Responsibilities:</b>	A&P theory
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<b>Faculty Name:</b>	Michelle Converse, RN, BSN
<b>Indiana License Number:</b>	28178715A
<b>Full or Part Time:</b>	Adjunct
<b>Date of Appointment:</b>	Sept, 2011
<b>Highest Degree:</b>	BSN
<b>Responsibilities:</b>	Adjunct clinical instructor,

B. Total faculty teaching in your program in the academic reporting year:

1. Number of full time faculty 3
2. Number of part time faculty: 0
3. Number of full time clinical faculty: 2
4. Number of part time clinical faculty: 0
5. Number of adjunct faculty: 3

C. Faculty education, by highest degree only:

1. Number with an earned doctoral degree: 0
2. Number with master's degree in nursing: 2
3. Number with baccalaureate degree in nursing: 6
4. Other credential(s). Please specify type and number: Two MSN candidates anticipated graduation date November 2012.

D. Given this information, does your program meet the criteria outlined in **848 IAC 1-2-13**?

Yes X No \_\_\_\_\_

E. Please attach the following documents to the Annual Report in compliance with **848 IAC 1-2-23**:

1. A list of faculty no longer employed by the institution since the last Annual Report, (See attachment)

2. An organizational chart for the nursing program and the parent institution. (see Attached)

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I hereby attest that the information given in this Annual Report is true and complete to the best of my knowledge. This form **must** be signed by the Dean or Director. No stamps or delegation of signature will be accepted.

Barbara Ann Borkowski RN  
Signature of Dean/Director of Nursing Program

August 6, 2012  
Date

Barbara Ann Borkowski, RN BSN, MBA

August 6, 2012

Printed Name of Dean/Director of Nursing Program

Please note: Your comments and suggestions are welcomed by the Board. Please feel free to attach these to your report.

Definitions from CCNE:

**Potential Complainants**

A complaint regarding an accredited program may be submitted by any individual who is directly affected by the actions or policies of the program. This may include students, faculty, staff, administrators, nurses, patients, employees, or the public.

**Guidelines for the Complainant**

The CCNE Board considers formal requests for implementation of the complaint process provided that the complainant: a) illustrates the full nature of the complaint in writing, describing how CCNE standards or procedures have been violated, and b) indicates his/her willingness to allow CCNE to notify the program and the parent institution of the exact nature of the complaint, including the identity of the originator of the complaint. The Board may take whatever action it deems appropriate regarding verbal complaints, complaints that are submitted anonymously, or complaints in which the complainant has not given consent to being identified.

## ATI Testing Schedule

<b>Course</b>	<b>Practice Exams</b>	<b>Proctored CAP</b>	<b>Comments</b>
PN 1000 Introduction to Nursing		Critical Thinking Week 2 of the Month	<ul style="list-style-type: none"> <li>Assessment is added to course grade, but with small value points to be determined by the campus.</li> </ul>
PN 1030 Fundamentals I			
PN 1130 Fundamentals II	Fundamentals of Nursing Practice (Test 1 and 2)		<ul style="list-style-type: none"> <li>Practice test attempts are unlimited.</li> <li>Students to obtain 90% on practice test to be eligible to take the proctored fundamental assessment in 1230.</li> <li>After 4 attempts on the practice test are completed without the minimum of a 90% scored, the students are to complete the Remediation Request Form and turn it into the nursing administrator.</li> <li>If the minimum of 90% is not achieved, the student will not be able to take the proctored assessment in PN 1230 and will receive a zero.</li> </ul>
PN 1230 Fundamentals III		<p><b>Fundamentals (Test 1)</b> Week 2 of the Month</p> <p><b>Fundamentals (Test 2)</b> Week 4 of the Month</p>	<ul style="list-style-type: none"> <li>Failure to obtain the minimum of a Level 2 on first attempt will result in mandatory remediation.</li> <li>Failure to obtain the minimum of a Level 2 on second attempt will result in failure of the course and require a course repeat.</li> <li>2 testing attempts allowed.</li> <li>Assessment is added to course grade.</li> </ul>
NUR/PN 1300 Musculoskeletal & Protective Health Problems	Pharmacology Practice (Test 1 and 2)		
NUR/PN 1350 Needs of the Older Adult	Mental Health Practice (Test 1 and 2)	<b>Mental Health (Test 1)</b> Week 2 of the Month	<ul style="list-style-type: none"> <li>Assessment is NOT added to course grade, but is required for completion of the course.</li> </ul>
NUR/PN 1400 Endocrine/Neurological & Elimination Health Problems		<b>Mental Health (Test 2)</b> Week 2 of the Month	<ul style="list-style-type: none"> <li>Assessment is NOT added to course grade, but is required for completion of the course.</li> </ul>

<b>Course</b>	<b>Practice Exams</b>	<b>Proctored CAP</b>	<b>Comments</b>
NUR/PN 1450 Oxygenation & Cardiovascular Health Problems	Medical Surgical Practice (Test 1 and 2)	Pharmacology (Test 1) Week 2 of the Month  Pharmacology (Test 2) Week 4 of the Month	<ul style="list-style-type: none"> <li>Practice test attempts are unlimited.</li> <li>Students to obtain 90% on practice test to be eligible to take the proctored medical-surgical assessment in 2100.</li> <li>After 4 attempts on the practice test are completed without the minimum of a 90% scored, the students are to complete the Remediation Request Form and turn it into the nursing administrator.</li> <li>If the minimum of 90% is not achieved, the student will not be able to take the proctored assessment in PN 2100 and will receive a zero.</li> <li>Pharmacology assessment in NOT added to course grade, but is required for completion of the course.</li> </ul>
NUR/PN 2100 Multiple System Health Problems		Medical Surgical (Test 1) Week 2 of the Month  Medical Surgical (Test 2) Week 4 of the Month	<ul style="list-style-type: none"> <li>Failure to obtain the minimum of a Level 2 on first attempt will result in mandatory remediation.</li> <li>Failure to obtain the minimum of a Level 2 on second attempt will result in continued mandatory remediation, and possible course failure and repeat.</li> <li>2 testing attempts allowed.</li> <li>Assessment is added to course grade.</li> </ul>
NUR/PN 2150 Needs of the Reproductive Client	Maternal/Newborn Practice (Test 1 and 2)	Maternal/Newborn (Test 1) Week 3 of the Month  Maternal/Newborn (Test 2) Week 4 of the Month	<ul style="list-style-type: none"> <li>Practice test attempts are unlimited.</li> <li>Assessment is added to course grade.</li> </ul>
NUR/PN 2200 Needs of the Pediatric Client	Nursing Care of Children Practice (Test 1 and 2)  Comprehensive Predictor Practice (Test 1 and 2)  Management Practice	Care of Children (Test 1) Week 3 of the Month  Care of Children (Test 2) Week 4 of the Month  Critical Thinking	<ul style="list-style-type: none"> <li>Practice test attempts are unlimited.</li> <li>Care of Children assessment is added to course grade.</li> </ul>
PN 2990		Critical Thinking	<ul style="list-style-type: none"> <li>Critical thinking and the management assessment</li> </ul>

<b>Course</b>	<b>Practice Exams</b>	<b>Proctored CAP</b>	<b>Comments</b>
PN 2995 NUR 2900 Preceptorship & Practicum	(Test 1 and 2)	Week 1 of the Month  <b>Comprehensive (Test 1)</b> Week 2 of the Month  <b>Management (Test 1 &amp; 2)</b> Week 3 of the Month  <b>Comprehensive (Test 2)</b> Week 4 of the Month	is NOT added to course grade, but is required for completion of the course.  <ul style="list-style-type: none"> <li>• Failure to obtain the minimum score of 90% predicted probability of passing the NCLEX on the first attempt will result in mandatory remediation.</li> <li>• Failure to obtain the minimum score of 90% predicted probability of passing the NCLEX on the second attempt will result in continued mandatory remediation, and possible course failure and repeat.</li> </ul>

**Number of Items per Proctored Exam:** Fundamentals (60), Mental Health (50), Pharmacology (50), Medical-Surgical (90), Maternal/Newborn (50), Nursing Care of Children (60), Management (60), and Comprehensive Predictor ( ).

**Level 2 Proficiency:** Student is expected to readily meet NCLEX-PN standards in the content area, should demonstrate a high level of knowledge in the content area, and should exceed minimum expectations for performance in this content area.

**PN Comprehensive Predictor:** 90% predicted probability of passing NCLEX is equivalent to an adjusted individual score of 67.3%.

Faculty No longer employed since March 2012

<b>Name</b>	<b>License Number</b>
McEntee, Connie	28097303A
Clark, Heather	28158111A
Van Drunen, Sheryl	28115786A
Tulholski, Holly	28165865A
Smith, Melanie	28085355A

**Brown Mackie College- South Bend**  
Nursing Program Organizational Chart

Steve Richards  
Dean for Academic  
Affairs

Brenda McAllister  
Regional Director  
of Nursing

Barbara Ann  
Borkowski  
Nursing  
Administrator

Stakeholders  
Clinical Facilities  
Program Advisory  
Committee  
Program students



