



INDIANA COMMISSION *for*  
HIGHER EDUCATION

# Indiana Board for Proprietary Education

## AGENDA

Tuesday, December 8, 2020

101 West Ohio Street, Suite 300  
Indianapolis, IN 46204-4206

[www.in.gov/bpe](http://www.in.gov/bpe)

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# AGENDA

## Meeting of the Board for Proprietary Education Indiana Commission for Higher Education

December 8, 2020  
10:00 A.M. – 12:00 P.M.

<b>I. Call to Order – 10:00 A.M. (Eastern)</b>	
Roll Call of Members and Determination of Quorum	
Executive Director’s Report	
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<b>II. Decision Items</b>	
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<b>DECISION ITEM</b>	
<b>OLD BUSINESS</b>	
<b>NEW BUSINESS</b>	
<b>ADJOURNMENT</b>	

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The next meeting of the Board is tentatively scheduled for **March 2, 2021, in Indianapolis, Indiana, (Microsoft Teams).**

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**STATE OF INDIANA  
Board for Proprietary Education**

**Minutes of Meeting**

**Wednesday, September 16, 2020**

**I. CALL TO ORDER**

The Board for Proprietary Education met in regular session starting at 10:00 A.M. (Eastern) virtually via Microsoft Teams videoconferencing, with Chairman Sauer presiding.

**ROLL CALL OF MEMBERS AND DETERMINATION OF A QUORUM**

*Members Present:* Scott Bogan, Rod Haywood, Jr., Ken Konesco, Jean Putnam, Ken Sauer and Anne Shane.

*Members Absent:* None

*Commission Staff Present via Microsoft Teams:* Alexa Deaton and Jasmine Williams

*Guests Present via Microsoft Teams:* Tom Brouwer, Tiffany Hamlett, Stephanie Hinshaw, Destany Kyle, and Ayana Redding.

It was determined that there was a quorum for the September 16, 2020 Board meeting.

**CONSIDERATION OF THE MINUTES OF THE JUNE 16, 2020 BOARD MEETING**

**R-20-03.1**      **Resolved:** That the Board for Proprietary Education hereby approves the Minutes of the June 16, 2020 regular meeting  
(Motion – Konesco, second – Shane, unanimously approved)

**II. EXECUTIVE DIRECTOR'S REPORT**

Dr. Ken Sauer began by noting that the student transcript audit reports created by Dr. April Hay had been shared with each institution. Most institutions had responded to the institutional student transcript audits with changes to the transcript format, information added or deleted and changes to the transcript key/legend. Some institutions had submitted a plan to revise the transcript as system-wide technology changes would be necessary to accomplish a final transcript product.

Ken Sauer reported that American College of Education had published all program and related data to the Indiana Credential Engine Registry, the first BPE authorized institution to do so.

**III. TIME – SENSITIVE ACTION ITEM**

**A. Initial Institutional Authorization and Academic Degree Program**

1. Initial Institutional Authorization of ALR Educational Health Services at Mishawaka and a Certificate in Licensed Practical Nurse program to be offered.

Representing ALR Educational Health Services was: Ayanna Redding, Director of

Education and CEO.

Ross Miller presented the staff report recommending that ALR Educational Health Services be granted institutional authorization and approval to offer one certificate program at one location.

**R-20-03.02**      **Resolved:** That the Board for Proprietary Education approves by consent the following recommendation, in accordance with the background information provided in this agenda item.  
(Motion – Haywood, second – Konesco, unanimously approved)

## **B. Academic Degree Programs**

1. Education Specialist in Second Language Instruction to be offered by American College of Education.

Representing American College of Education were: Tom Brouwer, Director of Regulatory Affairs and Compliance; Tiffany Hamlett, Department Chair of Teaching and Learning; and Stephanie Hinshaw, Senior Vice President of Academic Affairs.

Ross Miller presented the staff report recommending that American College of Education be granted approval to offer one specialist degree program via distance education.

**R-20-03.03**      **Resolved:** That the Board for Proprietary Education approves by consent the following recommendation, in accordance with the background information provided in this agenda item.  
(Motion – Bogan, second – Shane, unanimously approved)

2. Doctor of Education in Second Language Instruction to be offered by American College of Education.

Representing American College of Education were: Tom Brouwer, Director of Regulatory Affairs and Compliance; Tiffany Hamlett, Department Chair of Teaching and Learning; and Stephanie Hinshaw, Senior Vice President of Academic Affairs.

Ross Miller presented the staff report recommending that American College of Education be granted approval to offer one doctoral degree program via distance education.

**R-20-03.04**      **Resolved:** That the Board for Proprietary Education approves by consent the following recommendation, in accordance with the background information provided in this agenda item.  
(Motion – Bogan, second – Shane, unanimously approved)

**IV. INFORMATION ITEM**  
**OLD BUSINESS**  
**NEW BUSINESS**

There was none.

**VI. ADJOURNMENT**

The meeting was adjourned at 12:15 P.M.

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Dr. Ken Sauer, Chairman

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Date

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## **BOARD FOR PROPRIETARY EDUCATION**

Tuesday, December 8, 2020

### **BUSINESS ITEM A-1:**

#### **Chamberlain University: One Certificate Program Offered Exclusively at One Location**

### **Staff Recommendation**

That the Board for Proprietary Education approve the Certificate in Practical Nursing in accordance with the background discussion in this agenda item and the Application for Degree Approval.

### **Background**

#### **Certificate in Practical Nursing at Indianapolis**

This program consists of 34 semester credit hours, with 76 percent of the courses in the specialty. The program faculty consists of four individuals, of whom all are full-time. Of the four individuals, one has a doctoral degree and three have a master's degree.

### **Supporting Documents**

1. Institutional Profile
2. Degree Application

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## **Institutional Profile for Chamberlain University**

**Background** Chamberlain University began in 1889 as Deaconess School of Nursing at St. Louis, Missouri. In March 2005 Adtalem Global Education, Inc. (formerly DeVry Education Group, Inc.) purchased Deaconess School of Nursing. As part of the purchase agreement, the institution was renamed Chamberlain College of Nursing. Chamberlain College of Nursing received accreditation (authorization) from the Indiana Commission on Proprietary Education (ICOPE) in November 2010. In March 2011 the institution was granted degree authorization. In February 2017 the institutional name was changed to Chamberlain University. Adtalem Global Education, Inc. subsidiary DeVry University was purchased by Cogswell Education, LLC in 2018.

**Institutional Control** Private, for-profit institution.

**Institutional Accreditation** The institution is accredited by the Higher Learning Commission (HLC). The accreditor originally granted accreditation status in August 1985. More recently accreditation was reaffirmed in 2015-2016, during which comprehensive evaluations occurred in December 2015 and March 2015. The next reaffirmation of accreditation will occur in 2025-2026, during which a comprehensive evaluation will occur.

The institution is accredited nationally by the Commission on Collegiate Nursing Education (CCNE), the accrediting agency of the American Association of Colleges of Nursing (AACN). In November 2014 Chamberlain University was granted accreditation to the baccalaureate nursing degree program through December 2024. The institution may only seek Commission for Nursing Education Accreditation (CNEA) Practical Nursing certificate programmatic accreditation after approval from state higher education and nursing boards. Additionally, program outcomes (NCLEX scores) must be provided.

**Participation in NC-SARA** Chamberlain University is approved as a SARA Institutional Partner by the State Portal Entity of Illinois.

**Participation in Student Financial Aid** Students attending the institution are eligible to receive Title IV Federal Financial Aid. The institution participates in State Financial Aid (SFA).

**Campuses** The HLC accredits Chamberlain University campuses in 15 states including Indiana.

**Enrollment** The National Center for Education Statistics (NCES) lists a total undergraduate enrollment of 222 students in the fall of 2019 for Chamberlain University at Indianapolis.

**Programs** The institution currently offers only the Bachelor of Science (B.S.) in Nursing.

**Financial Responsibility Composite Score (FRCS)** In Fiscal Year (FY) ending June 30, 2019 the institution had a published FRCS of 1.7.

**NCLEX Pass Rate** The institution has maintained an annual NCLEX pass rate above 80% since 2015. The institution has maintained an annual pass rate of 93% in three of the past five years (2015-2019).

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Indiana Commission for Higher Education  
Indiana Board for Proprietary Education

**Out-of-State Institutions and  
In-State Proprietary Institutions Offering Instruction in Indiana  
with a Physical Presence in the State**

**DEGREE APPLICATION**  
*(New or Renewal program)*

*Use the <tab> key to advance to the next field, or select a field by clicking the cursor.*

Name of Institution Chamberlain University

Program name and  
Suggested CIP Code: Practical Nursing CIP: 51.3901

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ed.S.,  
Ph.D.) **Certificate**

Name of Person Preparing this Form Corinne Yamamoto, Sr. Manager, U.S. Licensing & Accreditation

Telephone Number 630-353-3720 **Application Type**

Date the Form was Prepared 9/23/2020 Initial  or Renewal   
*(Revise date after any revision)* **Revised 2020-11-09**

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

**Program Description**

The Practical Nursing (PN) Certificate Program is designed to be completed within 12 months of full-time enrollment. Students will complete a total of 34 credits, of which 8 credits are science courses and 26 credits are Practical Nursing Program courses. The following program outcomes were adopted from National League for Nursing (2014) [Practical Nursing Program Outcomes], <http://www.nln.org/professional-development-programs/teaching-resources/practical-nursing>.

**Program Learning Outcomes**

The expected program outcomes for the Practical Nursing Certificate Program graduate are as follows:

1. The Practical Nursing Certificate Program prepares the graduate to promote the dignity, integrity, self-determination, and personal growth of diverse patients, their families, and oneself to provide individualized, culturally appropriate, relationship-centered nursing care.
2. The Practical Nursing Certificate Program prepares the graduate to make judgments in practice, substantiated with evidence, that integrate nursing science in the provision of safe, quality care for diverse patients and their families in collaboration with the healthcare team.
3. The Practical Nursing Certificate Program prepares the graduate to articulate their unique role as a member of the healthcare team, committed to evidence-based practice, caring, advocacy, and safe quality care, to provide optimal healthcare for diverse patients and their families.
4. The Practical Nursing Certificate Program prepares the graduate to collaborate with healthcare team members, utilize evidence, tradition, and patient preferences in predictable patient care situations to promote optimal health status.

**Clinical Experience**

The Practical Nursing Certificate Program includes direct clinical experiences in various healthcare settings. This program will have a minimum of 800 clinical hours. Some clinical hours may be fulfilled through use of simulated learning experiences as approved by the respective state board of nursing. The specific number of clinical hours may also vary by state to meet the respective board of

nursing requirements for licensure eligibility in that state.

Students accepted to the Practical Nursing Certificate Program may take all required 34 credits during the 12-month program.

### **Licensure Requirements**

Graduates of the Practical/Vocational\* Nursing Certificate Program will be eligible to apply for the NCLEX-PN® examination and LPN/LVN licensure in the state where they completed their program. Students will be instructed to view additional information on eligibility to obtain licensure in other states found on the respective state's board of nursing website.

\*The certificate program will be called Vocational Nursing in California and Texas to align with the state board of nursing naming convention.

### **Military Partnership**

Chamberlain University will maintain an articulation agreement with the United States Air Force for eligible members of the military to enroll in the Practical/Vocational Nursing (P/VN) certificate program at select locations. Individuals who have earned their Journeyman skill-level 5 certificate through military training enter the P/VN program in the third semester and complete four courses in the certificate program at Chamberlain, for a total of 11.5 credits semester credit hours, in order to graduate. Graduates of the Practical/Vocational Nursing Certificate Program will be eligible to apply for the NCLEX-PN® examination and LPN/LVN licensure in the state where they completed their program.

Please see the draft academic catalog copy in Attachment A for additional program detail.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program: Practical Nursing

Total Course Hours: 34 Check one: Quarter Hours \_\_\_\_\_  
 \_\_\_\_\_ Semester Hours X  
 \_\_\_\_\_ Clock Hours \_\_\_\_\_

Tuition: \$22,950 Length of Program: 12 Months

**SPECIALTY COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
NR-104	Introduction to Practical/Vocational Nursing	1
NR-105	Medical Terminology	.5
NR-106	Pharmacology I – Introduction to Pharmacology	1
NR-107	Pharmacology II - Medication Administration	1
NR-108	Practical/Vocational Nurse NCLEX-PN Prep	1
NR-123	Practical/Vocational Nursing I	3
NR-124	Practical/Vocational Nursing II	3.5
NR-125	Practical/Vocational Nursing III	3
NR-126	Practical/Vocational Nursing IV	3.5
NR-127	Practical/Vocational Nursing V	4.5
NR-128	Practical/Vocational Nursing VI	4

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
BIOS-251	Anatomy and Physiology I with Lab	2
BIOS-252	Anatomy and Physiology II with Lab	2
BIOS-255	Anatomy and Physiology III with Lab	2
BIOS-256	Anatomy and Physiology IV with Lab	2

Number of Credit/Clock Hrs. in Specialty Courses: 26 / 0 Percentage: 76%  
Number of Credit/Clock Hrs. in General Courses: 8 / 0 Percentage: 24%  
If applicable:  
Number of Credit/Clock Hrs. in Liberal Arts: 0 / 0 Percentage: 0%



### **III. LIBRARY: Please provide information pertaining to the library located in your institution.**

#### **1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

The Chamberlain University library collection of books, journals, and databases is provided in 100% virtual format. Chamberlain students are able to remotely access the library's full array of electronic resources 24 hours a day, seven days a week through the library website (<http://library.chamberlain.edu>). The library does not close to students during the year but chat service is reduced during school breaks.

Chamberlain employs a national director of library and information services. This position is responsible for oversight of all operational aspects of library services provided by Chamberlain. The job responsibilities include ensuring that on-campus, online and distance-education students receive access to and the benefit of library resources and services. The national director of library and information services is a member of the Center for Transformational Education and Learning Innovation in the Academic Affairs department. As Chair of the National Information Resources Committee, the library director elicits faculty and student input and approval of resource acquisitions to enhance library collections and services.

Full-time master's-prepared librarians play an integral role in teaching, research, and learning services. Teaching partnerships between course faculty and librarians advance the information literacy skills of students at all levels through active classroom instruction, online workshops and classes, and program-specific webpages. All Chamberlain librarians are subject specialists in health professions librarianship. Chamberlain librarians provide instruction that builds information literacy skills and appropriate utilization of library resources and services through virtual workshops, tutorials and videos.

To support the students and faculty of Chamberlain University, the library provides a fully online digital repository consisting of journal collections, databases, and eBook collections. Help with library resources is available via appointment, chat, text and email. A live chat reference service, staffed by Chamberlain librarians, is provided during scheduled hours seven days a week. The following provides a link to the Ask-a-Librarian feature, the contact information to text a librarian and also allows student to schedule a virtual appointment with a librarian: <https://library.chamberlain.edu/hours>. For library services and research requests, Chamberlain master's level health sciences librarians are available by phone, chat and email during extended virtual reference hours, including evenings.

#### **2. Number of volumes of professional material:**

The Library's e-book collection includes more than 160,000 volumes and is regularly updated and expanded. A significant online collection of healthcare journals also supports scholarly endeavors across the curriculum.

The Chamberlain University library collection of books, journals, and databases is provided in 100% virtual format. Chamberlain students are able to remotely access the library's full array of electronic resources 24 hours a day, seven days a week through the library website (<http://library.chamberlain.edu>). The website is cloud hosted on the Springshare platform and publicly accessible through an internet connection. Chamberlain library users access licensed resources through institutional single sign-on authentication. The table below provides the amount of digital/electronic library collections by type that are available to Chamberlain students.

Chamberlain University eResources by Type 2019	
Books	167,201
Databases	201
Media	120,328
Journals	164,583 total (539 e-journal subscriptions, 164,044 via database coverage)
Total	452,313

**3. Number of professional periodicals subscribed to:**

As demonstrated in the above table, Chamberlain subscribes to a large list of online scholarly resources, including the Alexander Street Videos streaming collection; CINAHL and Medline with Full Text; Cochrane Collaboration Databases; The Joanna Briggs Institute of evidence-based resources; Micromedex; Natural Medicines; Nursing Reference Center; OVID Nursing and Health Professions Premier; Primal Pictures Anatomy & Physiology multimedia resource; ProQuest Nursing & Allied Health; ProQuest Thesis and Dissertation; and STAT!Ref with clinical tools.

**4. Other library facilities in close geographical proximity for student access:**

The Indianapolis Public Library serves multiple communities through 24 library locations in the area. Sixteen of the library locations are situated within 10 miles of Chamberlain’s Indianapolis campus (located at 9100 Keystone Crossing, Suite 300, Indianapolis, IN 46240), and none are farther than 20 miles away. Indianapolis Public Library locations are available at the following link: <https://www.indypl.org/locations>.



**Supplementary Information on  
Composite Score, Licensure, Certification, and Accreditation**

Institution: Chamberlain University  
Degree Program: Practical Nursing Certificate  
Locations: 9100 Keystone Crossing, Suite 300, Indianapolis, IN 46240

**Federal Financial Responsibility Composite Score**

Provide the institution’s most recent Federal Financial Responsibility Composite Score, whether published online, provided in written form by the U.S. Department of Education, or calculated by an independent auditor using the methodology prescribed by the U.S. Department of Education:

Please see Attachment B for a copy of Chamberlain University’s 2019 Federal Financial Responsibility Composite Score as provided by the U.S. Department of Education.

**State Licensure**

Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure? Yes

If so, please identify

The specific license(s) needed: Licensed Practical Nurse (LPN)

The State agency issuing the license(s): Indiana State Board of Nursing – Professional Licensing Agency

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**Professional Certification**

What are the professional certifications that exist for graduates of similar program(s)?

Graduates of the program will be prepared to sit for their state board of nursing’s practical or vocational nursing licensure examination and the NCLEX-PN certification examination.

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

Yes

If so, please identify

Each specific professional certification: NCLEX-PN

The national organization issuing each certification: National Council of State Boards of Nursing – specifically the Indiana State Board of Nursing.

Please explain the rationale for choosing each professional certification:

Graduates of the certificate program must also obtain a license to practice in their state of residence and pass a national certification exam. Chamberlain’s Practical/Vocational Nursing certificate program is designed to prepare nurses to sit for NCLEX-PN and pass their state board of nursing’s LPN or PVN license examination.

Please identify the single course or a sequence of courses that lead to each professional certification?

All courses in the program are required for graduation, in order to meet the Practical Nursing criteria/standards as defined by the National League for Nursing.

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**Professional Industry Standards/Best Practices**

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)?

Yes

If so, please identify

The specific professional industry standard(s) and/or best practice(s):

Standards for National League for Nursing, (2014). [Practical Nursing Program Outcomes].

<http://www.nln.org/professional-development-programs/teaching-resources/practical-nursing>

The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

National League for Nursing

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**Program Accreditation**

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment?

While not mandatory in order for a graduate to become licensed by the State or to earn a national professional certification, Chamberlain will seek specialized accreditation for this certificate program from the National League for Nursing Commission on Nursing Education Accreditation (CNEA).

If so, please identify the specialized accrediting agency:

National League for Nursing Commission on Nursing Education Accreditation (CNEA)

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**Transferability of Associate of Science Degrees – NOT APPLICABLE**

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution?

If so, please list the baccalaureate degree(s): N/A

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**Job Titles**

List specific job titles and broad job categories that would be appropriate for a graduate of this program:  
Licensed Practical Nurse

1. What is the digital format of student transcripts?  
Chamberlain University uses Parchment, a third-party vendor, that issues transcripts both electronically or via paper depending on the students request.
2. Is the institution using proprietary software, if so what is the name?  
Not applicable
3. Submit a sample student transcript.  
Please see Attachment C for a sample transcript.

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**Student Records**

*Institutions that have Previously Operated*

1. Are all student transcripts in a digital format?  
All transcripts are maintained electronically by Parchment, a third-party vendor, that issues transcripts both electronically or via paper depending on the students request.
  - If not what is the percentage of student transcripts in a digital format?  
All transcripts are maintained electronically.
  - What is the beginning year of digitized student transcripts?  
Adtalem Global Education (formerly DeVry Education Group) acquired Chamberlain College of Nursing in March 2005 at which point Chamberlain student transcripts became part of Adtalem’s digitized system.
  - Are student transcripts stored separately from the overall student records?  
Student records are held in Chamberlain’s student information system called Banner. They are printed by request of the student and delivered via Parchment.
2. How are the digital student records stored?  
Adtalem Global Education has created a comprehensive security framework which addresses the backup, storage and retention of all data (including student data). All security policies and plans are maintained by the Adtalem’s Information Security Department. Adtalem utilizes a backup strategy that includes both hot and cold storage geographically dispersed within the United States to ensure record retention and regulatory requirements are addressed.
  - Where is the computer server located?  
Adtalem utilizes a backup strategy that includes both hot and cold storage geographically dispersed within the United States to ensure record retention and regulatory requirements are addressed.
  - What is the name of the system that stores the digital records?  
During a student’s enrollment, Chamberlain maintains electronic records that include admission and attendance information, academic progress, grade information and other relevant student data. Academic and financial records are stored electronically within Chamberlain’s student information systems of record (Banner and ProSAM), Chamberlain’s Customer Relationship Management system (Salesforce), and within a document management system (Perceptive Content).

3. Where are the paper student records located?  
Records are stored digitally in Banner, with few exceptions. If a student did not start in the intended term or an applicant is a carry-forward or has a canceled application, the paper working file may remain in the admissions office. Records of students who have applied for admission but never completed the enrollment process must be stored for six years.
4. What is the beginning year of the institutional student record series?  
Chamberlain University, originally named the School for Deaconess, was established in 1889. Adtalem Global Education (formerly DeVry Education Group) acquired Chamberlain College of Nursing in March 2005 at which point Chamberlain student transcripts became part of Adtalem's digitized system.
5. What is the estimated number of digital student records held by the institution?  
Chamberlain's registration system contains a total of 147,562 unique students.
6. What is the estimated number of paper student records held by the institution?  
Not applicable. Student records are stored digitally in Banner.
7. Aside from digital and paper, does the institution maintain student records in other formats such as microfiche?  
A limited number of St. Louis student records from when Deaconess was operating in a system called FX Scholar.
  - **If so, what is the most significant format?**  
FX Scholar
  - **If so, what is the estimated number of student records maintained in that format?**  
4,359 records are stored in FX Scholar.
8. Does the institution maintain a staff position that has overall responsibility and authority over student records?  
The Chamberlain University Registrar's Office holds responsibility over student records.
  - If so, what is the name, title, and contact information for that individual?  
Abbey McElligott, University Registrar, [amcelligott@chamberlain.edu](mailto:amcelligott@chamberlain.edu)

9. Has the institution contracted with a third party vendor such as Parchment to have student records digitized, maintained, and serviced?  
Yes, Chamberlain contracts with Parchment to provide transcripts and diplomas to students.
10. Approximately what is the average number of requests for student records or verification of attendance does the institution receive in a day and week?
- Daily Student Records Request Average: 35
  - Weekly Student Records Request Average: 175
  - Daily Transcript Request Average: 91
  - Weekly Transcript Request Average: 456

*All Institutions*

11. Is there anything that the Commission should consider with regard to the institutional student records?

All of Chamberlain's records management policies and procedures are in compliance with Family Education Rights and Privacy Act (FERPA) requirements, and ensure that information received an appropriate level of protection. Information is classified and labeled in a manner that indicates the need, priority, and degree of protection necessary. Information assets, electronic and otherwise, are labeled and classified to ensure appropriate handling occurs. Protected information is labeled and maintained in accordance with enterprise retention policies to facilitate proper compliance and to reduce risk. Adtalem Global Education maintains a document retention schedule which organizes documents into categories. Student academic records are maintained indefinitely.



## Program Description

### **Projected Headcount and FTE Enrollments and Degrees Conferred**

- Report headcount and FTE enrollment and degrees conferred data in a manner consistent with the Commission's Student Information System
- Report a table for each campus or off-campus location at which the program will be offered
- If the program is offered at more than one campus or off-campus location, a summary table, which reports the total headcount and FTE enrollments and degrees conferred across all locations, should be provided.
- Round the FTE enrollments to the nearest whole number
- If the program will take more than five years to be fully implemented and to reach steady state, report additional years of projections.
- Submit one table for each campus in which the program will be offered.

Projected Headcount and FTE Enrollments and Degrees Conferred						
<b>Institution/Location:</b> Chamberlain University - Indianapolis						
<b>Program:</b> Practical Nursing Certificate						
	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	
	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	
<b>Enrollment Projections (Headcount)</b>						
Full-time	<u>150</u>	<u>270</u>	<u>270</u>	<u>270</u>	<u>270</u>	
Part-time	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Total	<u>150</u>	<u>270</u>	<u>270</u>	<u>270</u>	<u>270</u>	
<b>Enrollment Projections (FTE*)</b>						
Full-time	<u>150</u>	<u>270</u>	<u>270</u>	<u>270</u>	<u>270</u>	
Part-time	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	
Total	<u>150</u>	<u>270</u>	<u>270</u>	<u>270</u>	<u>270</u>	
<b>Degrees Conferred Projections</b>						
	<u>30</u>	<u>240</u>	<u>270</u>	<u>270</u>	<u>270</u>	
Degree-Level: Undergraduate Certificate						
CIP Code: 51.3901; State - Indiana						
*FTE Definitions:						
Undergraduate Level: All students will be enrolled full-time.						

**Additional Attachments:**

- **Attachment D** – Three signed memorandums of understanding with clinical sites
- **Attachment E** – Adtalem Global Education FY2020 10-K, Audited Financials as proof of capital to financially support the program

Student No: 123456789  
 Record of: P/VN Student  
 Current Name: P/VN Student  
 Date Issued: 7-Sep-22  
 Date of Birth: 1-JUL

Issued To:

Course Level: Chamberlain Undergraduate

SUBJ NO.	COURSE TITLE	CRED	GRD	PTS	R
Semester: Summer 2022					
NR 127	Prac/Voc Nursing V	4.50	A	18.00	
NR 127	Prac/Voc Nursing V CL		S		
NR 108	Prac/Voc Nurs NCLEX	1.00	A	4.00	
NR 128	Prac/Voc Nursing VI	4.00	A	16.00	
NR 128	Prac/Voc Nursing VI		S		

Degree Awarded:

Certificate in Nursing 1-Sep-2022

CUMULATIVE: Ehrs: 34.00 GPA: 4.00

Program: Nursing

Major: Practical/Vocational Nursing  
 College: Chamberlain College of Nursing  
 Campus: FL Miramar

Semester: Ehrs:9.50 GPAHr:9.50 QPts:38.00 GPA:4.00

SUBJ NO. COURSE TITLE CRED GRD PTS

INSTITUTION CREDIT

Semester: Fall 2021

BIOS 251	Anatomy & Phys I W/LB	2.00	A	8.00
BIOS 251	Anatomy & Phys I W/LB		S	
NR 104	Into to Prac/Voc Nurs	1.00	A	4.00
NR 105	Med Terminology	0.50	A	2.00
NR 123	Prac/Voc Nursing I	3.00	A	12.00
NR 123	Prac/Voc Nursing I LB		S	
NR 123	Prac/Voc Nursing I CL		S	
BIOS 252	Anatomy & Phys II W/LB	2.00	A	12.00
BIOS 252	Anatomy & Phys II W/LB		S	
NR 106	Pharmacology I Intro	1.00	A	4.00
NR 124	Prac/Voc Nursing II	3.50	A	14.00
NR 124	Prac/Voc Nursing II LB		S	
NR 124	Prac/Voc Nursing II CL		S	

\*\*\*\*\* TRANSCRIPT TOTALS \*\*\*\*\*

	Earned Hrs	GPA Hrs	Points	GPA
TOTAL INSTITUTION	34.00	34.00	140.00	4.00
TOTAL TRANSFER	0.00	0.00	0.00	0.00
OVERALL	34.00	34.00	140.00	4.00

\*\*\*\*\* END OF TRANSCRIPT \*\*\*\*\*

Semester: Ehrs:13.00 GPAHr:13.00 QPts:56.00 GPA:4.00

Semester: Spring 2022

BIOS 255	Anatomy & Phys III w/LB	2.00	A	8.00
BIOS 255	Anatomy & Phys III w/LB		S	
NR 107	Pharmacology II Med	1.00	A	4.00
NR 125	Prac/Voc Nursing III	3.00	A	12.00
NR 125	Prac/Voc Nurs III CL		S	
BIOS 256	Anatomy & Phys IV w/LB	2.00	A	8.00
BIOS 256	Anatomy & Phys IV w/LB		S	
NR 126	Prac/Voc Nursing IV	3.50	A	14.00
NR 126	Prac/Voc Nursing IV CL		S	

Semester: Ehrs:11.50 GPAHr:11.50 QPts:46.00GPA:4.00

\*\*\*\*\* CONTINUED ON NEXT COLUMN \*\*\*\*\*

Signature \_\_\_\_\_ Date \_\_\_\_\_  
 Not considered official without the Seal or Registrar's signature.

The Family Educational Rights and Privacy Act of 1974 (as amended) prohibits the release of this information without the student's written consent. An official transcript must include the signature of the registrar and the seal of the college or university. This document reports academic information only.

# Chamberlain University

National Management Office  
3005 Highland Parkway, Downers Grove, IL 60515-5799  
888.566.8226  
chamberlain.edu

For all transcript questions or requests, email registrar@chamberlain.edu

## Historic Information

1889 – Evangelical Deaconess Hospital School of Nursing founded

1981 – Deaconess College of Nursing (DCN)

1958 – Deaconess Hospital School of Nursing

2006 – Chamberlain College of Nursing (CCN)

2017 – Chamberlain University (CU)

2017 – Chamberlain College of Health Professions (CHP)

### Degrees Awarded:

**College of Nursing:** The Diploma in Nursing was awarded until December 1991 and the Associate Degree in Nursing program (Associate of Science in Nursing degree in Columbus, Ohio and St. Louis, Missouri) was first awarded in 1990. The Bachelor of Science in Nursing degree was first awarded in 1985. The Master of Science in Nursing degree was first awarded in 2010. The Doctor of Nursing Practice degree was first awarded in 2014.

**Associate Degree in Nursing program (Associate of Science in Nursing (ASN) degree in St. Louis, Missouri):** Graduates of the ASN program, May 1997 through May 1998, will have the nutrition hours requirements, under the Missouri Articulation Plan, distributed throughout the curriculum, which will be deemed equal to a 3-hour course. Beginning with the December 1998 graduates, a 3-hour course in Nutrition was required. Beginning in 2004, the Nutrition course was changed to a 2-hour course.

**College of Health Professions:** The Master of Public Health degree was first offered in 2017. The Master of Social Work degree was first offered in 2019.

## Academic Information

**Official Transcripts:** An official transcript carries the signature of the registrar, the seal of the University and date of issuance. Transcripts issued to students, or former students, are marked "Issued to Student." Issuance of a transcript may be denied when the student or former student has unfulfilled obligations to the University. Copies are not made of transcripts on file from other institutions.

**Accreditation & Approvals:** Chamberlain University is accredited by the Higher Learning Commission (www.hlcommission.org), a regional accreditation agency recognized by the U.S. Department of Education. The baccalaureate degree in nursing program, master's degree in nursing program, and Doctor of Nursing Practice program at Chamberlain University are accredited by the Commission on Collegiate Nursing Education, 655 K Street NW, Suite 750, Washington DC 20001, 202.887.6791. For the most updated accreditation information, visit chamberlain.edu/accreditation.

**Calendar & Credit System:** Chamberlain University operates on a student-centric calendar. An academic year will be determined by the student's schedule. Each semester consists of 16 weeks of instruction and exams; classes are scheduled in two eight-week sessions each semester.

An individual student's calendar is based on his/her initial enrollment into a degree seeking program or on the date studies are resumed following readmission to the University. This schedule results in two overlapping calendars (referred to as "cycles"). The two overlapping calendar cycles designate months corresponding to Chamberlain's summer, fall and spring semesters.

The academic credit unit is the semester hour. A semester credit is defined as a minimum of 16 contact hours of lecture or online learning activities with an associated 32 contact hours of out-of-class student work, 32 contact hours of laboratory or 48 contact hours of clinical instruction/practice/practicum, 40 contact hours of graduate practicum/fieldwork for MPH, 64 contact hours of practicum for the DNP Healthcare Systems Leadership specialty track and 83 contact hours of fieldwork for MSW. One contact hour is defined as 50 minutes of attendance in lecture, laboratory or clinical instruction/practice or participation in online learning activities. Lab and clinical section credit hours are integrated into the course. Up to five additional contact hours are added per graduate practicum course for conferencing and documentation.

The chart below defines the minimum clinical contact hours required for pre-licensure and post-licensure nursing courses.

Course Number	Clinical Contact Hours
NR-226	48
NR-227*	96
NR-299	96
NR-320	96
NR-321	72
NR-322	72
NR-324	96
NR-325	96

Course Number	Clinical Contact Hours
NR-326	48
NR-327	48
NR-328	48
NR-329	144
NR-330	144
NR-340	96
NR-341	48
NR-342	96

Course Number	Clinical Contact Hours
NR-435	96
NR-436	48
NR-441	96
NR-442	96
NR-444	144
NR-446	96
NR-452	48
NR-511	125

Course Number	Clinical Contact Hours
NR-601	125
NR-602	125
NR-603	125
NR-661	125
NR-663	144
NR-664	144
NR-665	144
NR-667	125

\* Course no longer offered after September 2017

**Grading System:** Prior to fall 1998, the 4.0 scale of values was used: A - 4; B - 3; C - 2; D - 1; F - 0. While some instructors used '+' and '-' in grading, these grades remained as if no '+' or '-' had been attached. Beginning with the fall 1998 semester, the scale of values became: A=4.0; A-=3.75; B+=3.25; B=3.0; B-=2.75; C+=2.25; C=2.0; C-=1.75; D+=1.25; D=1; D-=.75; F=0.

**Beginning with the summer 2009 semester, the scale of values became: A=4.0; A-=3.75; B+=3.25; B=3.0; B-=2.75; C+=2.25; C=2.0; C-=1.75; D+=1.25; D=1; D-=.75; F=0.**

**A, A-** Superior  
**B+, B, B-** Above Average  
**C+, C, C-** Average  
**D+, D, D-** Below Average  
**P** Pass (No Credit)  
**F** Failure  
**\*** Not Included in GPA  
**T** T Proceeded By a Letter Grade Indicates  
**TR** Transfer Credit\*\*

**TNC** Transfer No Credit  
**PR** Internal Proficiency  
**PRX** External Institution Proficiency  
**W** Withdrawal After Start of Class  
**WP** Withdrawal Passing \*\*\*  
**WF** Withdrawal Failing \*\*\*  
**AU** Audit (No Credit)  
**CR** Credit  
**I** Incomplete  
**IP** In Progress

**S** Satisfactory  
**U** Unsatisfactory  
**R** Repeat  
**I** Included in GPA Calculations  
**E** Excluded from GPA Calculations

<sup>1</sup> Minimum grade requirement for all undergraduate nursing and science courses and all graduate courses is a C

\*\*TR not in use after July 2012

\*\*\*WP/WF in use prior to Spring 1997 and beginning Spring 2017

**Grade Point Average (GPA):** A student's Grade Point Average (GPA), based on a 4.0 scale, is computed by dividing total quality grade points by total credit hours, for which grades "A", "A-", "B+", "B", "B-", "C+", "C", "C-", "D+", "D", "D-" or "F" are received. Grades of "I" are counted in attempted hours but are not used in any GPA calculations. All courses completed while enrolled in a Chamberlain University program are included in this calculation, with the exception of transitional studies coursework. Transitional studies coursework is included in attempted and earned credit hours, but not in the GPA, Quality Point or GPA credit-hour totals. Transfer credits from academic institutions will be accepted for credit only and are not included in the CGPA calculation. The Term GPA (TGPA) is calculated at the end of each session. The Semester GPA (SGPA) is calculated at the end of a semester/student-centric period and represents the GPA for work completed in a given semester only. The Cumulative GPA (CGPA) is an average for all work completed while enrolled at Chamberlain University. When a course is repeated, only the highest grade is computed in credit hours completed and the CGPA.

**Semester Honors:** Dean's List and Honor Roll are awarded for undergraduate students. Full-time students with a semester GPA of 3.5 or above are eligible for the Dean's List. Full-time students with a semester GPA between 3.0 and 3.49 are listed on the Honor Roll. Students who earn a grade of "D", "F", "WF" or "I" in one or more courses, including transitional studies coursework, will not be eligible for honors during that semester. For the purpose of semester honors, transitional studies coursework does not count toward full-time status.

**Honors at Graduation:** Latin honors are awarded for bachelor's degree graduates who have completed a minimum of 60 credit hours in residence with a GPA of 3.3 and above. Honors are computed on the basis of all college work applied toward the degree and taken in residence at Chamberlain University. Summa Cum Laude, the highest honor, requires a CGPA of 3.8 or above. Students with a CGPA between 3.5 and 3.79 will graduate Magna Cum Laude, and those with a CGPA between 3.3 and 3.49 will graduate Cum Laude. President's Honors will be awarded to BSN students who graduate with a CGPA of 3.5 or above, and have less than 60 credit hours in residence. A student who has graduated from a doctorate or graduate degree program must have completed a minimum of 30 credit hours in residence. Doctorate and graduate degree students with a CGPA of 4.0 will graduate with the designation "With High Distinction" and those with a CGPA from 3.85 to 3.99 will graduate with the designation "With Distinction." As of July 2012, all coursework completed (including the last semester of study) will be included in the calculation of graduation honors.

**Students' Rights of Confidentiality:** In compliance with Public Law 93-380 Family Educational Rights and Privacy Act of 1974, as amended, this transcript is provided to you for employment or admission purposes only. The law prohibits you from permitting access to this information by any other party without the written consent of the student concerned. If you are unable to comply fully with this requirement, please return this record to us immediately.



**Additional security features on this transcript include:** 1) This paper is not available on the open market to the general public, 2) The words "COPY-VOID" and "UNAUTHORIZED COPY" will appear if copied on a color copy machine, 3) The words "CHAMBERLAIN UNIVERSITY" across the face of the transcript and the Registrar's signature will disappear when briskly rubbed, but will reappear after a short period of time, 4) The paper contains both visible and invisible embedded fibers that fluoresce under black (UV) light, and 5) The paper is protected against chemical washing.

## **BOARD FOR PROPRIETARY EDUCATION**

Tuesday, December 8, 2020

### **BUSINESS ITEM B-1:**

#### **St. Vincent College of Health Professions: One Associate's Degree Program Offered at One Location**

### **Staff Recommendation**

That the Board for Proprietary Education approve the Associate of Applied Science (A.A.S.) in Cardiac Sonography in accordance with the background discussion of this agenda item and the Application for Degree Approval.

### **Background**

#### **Associate of Applied Science (A.A.S.) in Cardiac Sonography at Indianapolis**

This program consists of 73 semester credit hours, with 79 percent of the courses in the specialty. The program faculty consists of three individuals, each of whom are full-time. Of the three individuals, one has a baccalaureate degree, and two have an associate's degree.

### **Supporting Documents**

1. Institutional Profile
2. Degree Application

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## **Institutional Profile for St. Vincent College of Health Professions**

**Background** St. Vincent College of Health Professions originally began as St. Joseph School of Radiologic Technology in 1966. The institution voluntarily pursued BPE authorization as it is a requirement of the institutional accrediting agency. The BPE board granted the institution authorization at its June 2019 meeting.

**Institutional Control** Private, non-profit institution.

**Institutional Accreditation** The institution is accredited nationally by the Accrediting Bureau of Health Education Schools (ABHES). The accreditor conducted an on-site evaluation of the institution in September of 2016. As a result of the evaluation, no program deficiencies were found. In a letter dated November 9, 2016, ABHES placed St. Vincent College of Health Professions on initial institutional status. The ABHES full accreditation was granted on February 8, 2017. At the July 2019 meeting the ABHES Commission voted to grant continued accreditation through February 2026.

The institution has specialized accreditation with the Joint Review Committee on Education in Radiological Technology (JRCERT). The JRCERT is the only accreditor recognized by the US D.O.E. for specialized accreditation of radiography, radiation therapy, magnetic resonance, and medical dosimetry education programs. At the September 2020 meeting of the Joint Review Committee on Education in Radiologic Technology, the institution was awarded continued accreditation through 2028.

The institution has specialized accreditation with the Joint Review Committee on Diagnostic Medical Sonography (JRC-DMS). The JRC-DMS has been a member of the Commission on Accreditation of Allied Health Education Programs (CAAHEP) since 1983. The JRC-DMS is the only programmatic accreditor of Sonography programs in the nation. In November of this year the JRC-DMS awarded the institution initial accreditation of the Diagnostic Medical Sonography program in both vascular and general sonography.

**Participation in NC-SARA** N/A

**Participation in Student Financial Aid** Students attending the institution are not eligible to receive Title IV funding. However, some students receive tuition assistance from the Indiana Department of Workforce Development (WorkOne).

**Campuses** Educational experiences are done within the Ascension St. Vincent health system. Clinical experiences are also provided at Ascension St. Vincent hospitals in Kokomo and Anderson.

**Enrollment** The National Center for Education Statistics (NCES) does not presently list enrollment data for St. Vincent College of Health Professions.

**Programs** The institution offers programs at the associate level. Program offerings include the Associate of Applied Science (A.A.S.) in Radiography and an A.A.S. in Diagnostic Medical Sonography.

**Financial Responsibility Composite Score (FRCS)** The US D.O.E. does not publish a FRCS for St. Vincent College of Health Professions as it exists as a budgeted department within Ascension St. Vincent.

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Indiana Commission for Higher Education  
Indiana Board for Proprietary Education

Out-of-State Institutions and  
In-State Proprietary Institutions Offering Instruction in Indiana  
with a Physical Presence in the State

**DEGREE APPLICATION**  
(New or Renewal program)

Use the <tab> key to advance to the next field, or select a field by clicking the cursor.

Name of Institution St. Vincent College of Health Professions

Program name and  
Suggested CIP Code: Cardiac Sonography Program CIP CODE: 51.0910

Level of Degree (AAS, AS, AA, BAS, BA, BS, MBA, MAS, MA, MS, Ph.D.) AAS

Name of Person Preparing this Form Robert Brock Monroe, Co-Manager/Clinical  
Coordinator

Telephone Number 317-338-8423 Application Type

Date the Form was Prepared October 8, 2020  Initial or Renewal  
(Revise date after any revision) Revised 2020-11-06

**I. PROGRAM OBJECTIVES: Describe what the program is designed to achieve and explain how it is structured in order to accomplish the objectives.**

The Cardiac Sonography program is designed to teach the objectives and goals below, which will prepare the student to pass their Cardiac Sonography certification. The Cardiac Sonography program is structured to teach the students the recommended curriculum listed by the National Educational Curriculum (NEC) through the Joint Review Committee of Diagnostic Medical Sonography (JRC-DMS). This curriculum will be taught didactically, practiced in the sonography scan lab and practiced during their clinical rotations. The curriculum is structured to teach the students the basic skills needed to be a sonographer first; patient care, ergonomics and medical ethics and law. Next, the students will learn normal anatomy and physiology of the Cardiovascular system visualized sonographically. Finally, the student will learn scanning pathology associated with the cardiovascular system. The structure of classes is listed herein in Section II.

**II. PROGRAM STRUCTURE:** List all courses in the program. Indicate course name, course number, and number of credit hours or clock hours for each course.

Name of Program: \_\_\_\_\_ **Cardiac Sonography Program CIP CODE: 51.0910**

Total Course Hours: 73 credits Check one: Quarter Hours \_\_\_\_\_  
 \_\_\_\_\_ Semester Hours X  
 \_\_\_\_\_ Clock Hours \_\_\_\_\_

Tuition : \$5,000 Length of Program: 18 months

**SPECIALTY COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
<b>ECH 111</b>	Intro to Cardiac Sonography	1.5
<b>DMS 112</b>	Patient Care	1.5
<b>DMS 113</b>	Fundamentals of Ultrasound	1
<b>ECH 119</b>	Clinical Observation	2.5
<b>ECH 121</b>	Cardiac Sonography I	5.5
<b>DMS 124</b>	Ultrasound Physics I	3
<b>ECH 129</b>	Clinical Practicum I	6.5
<b>ECH 131</b>	Cardiac Sonography II	7
<b>DMS 134</b>	Ultrasound Physics II	3
<b>ECH 139</b>	Clinical Practicum II	6.5
<b>ECH 219</b>	Clinical Practicum III	6.5
<b>ECH 221</b>	Research on Case Studies	1.5
<b>ECH 222</b>	Registry Review	2
<b>ECH 229</b>	Clinical Practicum IV	10

**GENERAL EDUCATION / LIBERAL ARTS COURSES:**

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Course Hours</u></b>
<b>Transferred</b>	Mathematics	3
<b>Transferred</b>	Communications	3
<b>Transferred</b>	General Physics	3
<b>Transferred</b>	Medical Terminology	1
<b>Transferred</b>	Human Anatomy and Physiology	5

Number of Credit/Clock Hrs. in Specialty Courses: 58 / 2020.5 Percentage: 79.45%

Number of Credit/Clock Hrs. in General Courses: 15 / 225 Percentage: 20.55%

If applicable:

Number of Credit/Clock Hrs. in Liberal Arts: N/A / N/A Percentage: N/A

**III. LIBRARY: Please provide information pertaining to the library located in your institution.**

**1. Location of library; Hours of student access; Part-time, full-time librarian/staff:**

A physical library is maintained at St. Vincent Indianapolis Hospital that serves the entire St. Vincent Health system. Likewise, online knowledge-based resources exist to meet the clinical, research, and educational needs of physicians, associates and students. Online resources are available 24/7 on all networked computers anywhere in St. Vincent Health. In the St. Vincent Indianapolis Hospital library, 10 networked PCs are available for physician, associate and student use. The library also provides group and individual quiet study space. The physical library is open Monday through Friday from 8a-4p. The student is also able to access the Library via badge access from 6a-8a and 4p-6p. The physical library at St. Vincent Indianapolis is not staffed by librarians. However, access to the librarian in Evansville, IN supporting St. Vincent Health is provided.

**2. Number of volumes of professional material:**

The physical library collection contains 1,785 books. Although the main collection is clinical in focus, the library also contains special collections in leadership, research, and spirituality. More than 200 of the clinical books are available full text online on the hospital's intranet. The library's online A-Z listing contains links to over 1,100 full text journals. Access to the full text articles is also made available through links in Ovid Medline.

**St. Vincent Library Electronic Resources**

CINAHL Nursing & Allied Health journal index  
ClinicalKey Elsevier medical books/journals  
Ovid Medical and EBM databases including Medline and Cochrane  
UpToDate Clinical decision support  
Library Catalog Book locator tool  
EBSCO Publication Finder Journal locator tool  
AccessMedicine Medical ebooks  
Neil M Davis Abbreviations  
R2 ebooks  
StatRef ebooks  
Inspire Multi-disciplinary databases  
Pubmed Medline  
ProceduresConsult medical procedures for Medical Education  
Lippincott Procedures & Advisor Nursing and Allied Health resource  
LexiComp Pharmacy & Patient Education  
JMAAEvidence Evidence-based medicine Resource

**St. Vincent Hospital Library Journals**

Radiology/Radiography/Imaging/Ultrasound/Echo/MRI/CT  
AACN Bold Voices electronic 2005-  
Academic Radiology electronic 2007-  
Acta Radiologica electronic 1999-2015  
Angiology electronic 1999-2014  
Australasian Radiology electronic 1998-2013  
BMC Medical Imaging electronic 2001-

BMC Medical Physics electronic 2001-  
Cancer Imaging electronic 2014-  
Cardiovascular Ultrasound electronic 2003-  
Circulation: Cardiovascular Imaging electronic 2008-  
Clinical Imaging electronic 2007-  
Clinical Physiology & Functional Imaging electronic 1998- 1 yr delay for full text  
Clinical Radiology electronic 2007-  
Computer Methods and Programs in Biomedicine electronic 2007-  
Computerized Medical Imaging and Graphics electronic 1997-  
Contemporary Diagnostic Radiology electronic 2000-  
Current Problems in Diagnostic Radiology electronic 2007-  
Diagnostic and Interventional Imaging electronic 2012-  
Digestive Endoscopy electronic 2000- 1 yr delay for full text  
Echocardiography electronic 2003- 1 yr delay for full text  
EJNMMI Research electronic 2011-  
European Journal of Nuclear Medicine and Molecular Imaging electronic 1997- 1 yr delay for full text  
European Journal of Radiology electronic 2007-  
Gastrointestinal Endoscopy electronic 2007-  
Gastrointestinal Endoscopy print 1990-2007  
Health Physics The Radiation Safety Journal electronic 1999-  
IET Image Processing electronic 2007-  
The Imaging Science Journal electronic 1999- 1 yr delay for full text  
Imaging Update electronic 1999-  
International Journal of Image and Graphics electronic 2001- 1 yr delay for full text  
International Journal of Radiation Biology electronic 1997- 18 month delay for full text  
Investigative Radiology electronic 1996-  
JACC Cardiovascular Imaging electronic 2008-  
Journal of Cardiovascular Computed Tomography electronic 2007-  
Journal of Cardiovascular Magnetic Resonance electronic 2008-  
Journal of Medical Imaging and Radiation Sciences electronic 2008-  
Journal of Medical Imaging & Radiation Oncology electronic 2008- 1 yr delay for full text  
Journal of Neurosurgery electronic 2008-  
Journal of Neurosurgery print 1980-  
Journal of the American College of Radiology electronic 2007-  
Journal of the American Society of Echocardiography electronic 2007-  
Journal of Therapeutic Ultrasound electronic 2013-  
Journal of Thoracic Imaging electronic 2000-  
Journal of Vascular and Interventional Radiology electronic 2007-  
Journal of X-Ray Science and Technology electronic 1997- 6 month delay for full text  
Magnetic Resonance Imaging electronic 2007-  
Magnetic Resonance Imaging Clinics of North America electronic 2007-  
Medical & Biological Engineering & Computing electronic 2003- 1 yr delay for full text  
Molecular Imaging electronic 2002-  
Molecular Psychiatry electronic 1997- 1 yr delay for full text  
Neuro-ophthalmology electronic 1998- 18 month delay for full text  
Oral Surgery, Oral Medicine, Oral Pathology and Oral Radiology  
electronic 2012-  
Oral Surgery, Oral Medicine, Oral Pathology and Oral Radiology and Endodontology

electronic 2007-  
Orbit electronic 1997- 18 month delay for full text

**3. Number of professional periodicals subscribed to:**  
See above

**4. Other library facilities in close geographical proximity for student access:**

The Indianapolis Public Library – Central Library  
40 East St. Clair Street  
Indianapolis, IN 46204

Indiana State Public Library  
315 West Ohio Street  
Indianapolis, IN 46202

<b>IV. FACULTY:</b> Attach completed Instructor’s Qualification Record for each instructor. ** Include <u>all required documentation</u> pertaining to the qualifications of each instructor.					
<b>Total # of Faculty in the Program:</b>	<b>3</b>	<b>Full-time:</b>	<b>3</b>	<b>Part-time:</b>	<b>0</b>
<b>Fill out form below: (PLEASE LIST NAMES IN <u>ALPHABETICAL</u> ORDER.)</b>					

List Faculty Names (Alphabetical Order)	Degree or Diploma Earned	# Years of Working Experience in Specialty	# Years Teaching at Your School	# Years Teaching at Other	Check one:	
					Full-time	Part-time
<b>Ashlie Munchel</b>	BS	8 years	1.5 years	1.5 years at IUPUI	X	
<b>Becky Edwards</b>	AS	35 years	1.5 years	0	X	
<b>Brock Monroe</b>	AS	17 years	0 years/brand new program	0	X	

**Supplementary Information on  
Licensure, Certification, and Accreditation**

Institution: **St. Vincent College of Health Professions**  
Degree Program: **Cardiac Sonography Program**  
Locations: **Indianapolis, Indiana**

**Federal Financial Responsibility Composite Score**

Provide the institution’s most recent Federal Financial Responsibility Composite Score, whether published online, provided in written form by the U.S. Department of Education, or calculated by an independent auditor using the methodology prescribed by the U.S. Department of Education:

**The St. Vincent College of Health Professions operates as a DBA of and is financially supported by Ascension St. Vincent Indianapolis. Because the St. Vincent College of Health Professions is not approved by the U.S. Department of Education for Title IV (FAFSA) funding, the institution does not have a Financial Responsibility Composite Score. Below is the financial information for Ascension St. Vincent Indianapolis from the audited Ascension financial report for fiscal year ending 2019.**

**Total Current Assets: \$355,924,317.00**  
**Total Current Liabilities: \$309,986,255.00**  
**Current Ratio: 1:1**

**State Licensure**

Does a graduate of this program need to be licensed by the State to practice their profession in Indiana and if so, will this program prepare them for licensure? **NO**

If so, please identify

The specific license(s) needed: **N/A**

The State agency issuing the license(s): **N/A**

+++++

**Professional Certification**

What are the professional certifications that exist for graduates of similar program(s)?

**Cardiac Sonography**

Will a graduate of this program be prepared to obtain national professional certification(s) in order to find employment, or to have substantially better prospects for employment, in a related job in Indiana?

**YES. The student will be eligible to sit for their ARDMS Sonography Principals and Instrumentation (SPI) exam after completing Ultrasound Physics I and Ultrasound Physics II. Following graduation of the Cardiac Sonography program, the graduate will be eligible to sit for the appropriate Cardiac Sonography certification exam through ARDMS or CCI.**

If so, please identify each specific professional certification: **RDCS (Registered Diagnostic Cardiac Sonographer) through ARDMS. RCS (Registered Cardiac Sonographer) through CCI.**

Each specific professional certification:

**American Registry of Diagnostic Medical Sonography (ARDMS) Cardiac (RDCS) Cardiovascular Credential Industry (CCI) Cardiac (RCS)**

Please explain the rationale for choosing each professional certification:

**The graduate will be eligible to sit for their professional certifications through ARDMS and/or CCI (see above) at the graduate's choosing. These are the only professional certification in cardiac sonography**

Please identify the single course or a sequence of courses that lead to each professional certification?

**The Cardiac Sonography students are required to complete and pass every course listed in the table under section II. By completing and passing these courses, the student will be eligible to obtain their professional certification in Cardiac Sonography through the ARDMS and/or CCI. The students must complete the entire curriculum for eligibility**

+++++

**Professional Industry Standards/Best Practices**

Does the program curriculum incorporate professional industry standard(s) and/or best practice(s)? **YES**

If so, please identify

**The "Scope of Practice and Clinical Standards for the Diagnostic Medical Sonographer" is the industry standard of care for sonography and is published by the Society of Diagnostic Medical Sonography (SDMS).**

The specific professional industry standard(s) and/or best practice(s):

**The "Scope" is comprehensive document to guide major practices in sonography. Below is the link and summary of the major standards.**

<https://www.sdms.org/docs/default-source/Resources/scope-of-practice-and-clinical-standards.pdf?sfvrsn=8>

Section 1	Standard 1.1: Standard Patient Information Assessment Evaluation	Information regarding the patient's past and present health status is essential in providing appropriate diagnostic information. Therefore, pertinent data related to the diagnostic sonographic procedure should be collected and evaluated to determine its relevance to the examination.
	Standard 1.2: Patient Education and Communication	Effective communication and education are necessary to establish a positive relationship



		With the patient or the patient's representative, and to elicit patient cooperation and understanding of expectations.
	Standard 1.3 Analysis and Determination of Protocol for the Diagnostic Examination	The most appropriate protocol Seeks to optimize patient Safety and comfort, diagnostic quality, and efficient use of resources, while achieving the diagnostic objective of the examination.
	Standard 1.4: Implementation of the Protocol	Quality patient care is provided through the safe and accurate implementation of a deliberate protocol.
	Standard 1.5: Evaluation of the Diagnostic Examination Results	Careful evaluation of examination results in the context of the protocol is important to determine whether the goals have been met.
	Standard 1.6: Documentation	Clear and precise documentation is necessary for continuity of care, accuracy of care, and quality assurance.
Section 2	Standard 2.1: Implement Quality Improvement Programs	Participation in quality Improvement programs is imperative.
	Standard 2.2: Quality Care	All patients expect and deserve optimal care.
Section 3	Standard 3.1: Self-Assessment	Self---assessment is an essential component in professional growth and development. Self---assessment involves evaluation of personal performance, knowledge, and skills.
	Standard 3.2: Education	Advancements in medical science and technology occur very rapidly, requiring an on---going commitment to professional education.
	Standard 3.3: Collaboration	Quality patient care is provided when all members of the healthcare team communicate and collaborate efficiently.

Section 4	Standard 4.1: Ethics	All decisions made and actions taken on behalf of the patient adhere to ethical standards.
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The organization or agency, from which the professional industry standard(s) and/or best practice(s) emanate:

**Society of Diagnostic Medical Sonography**

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**Program Accreditation**

Does this program need specialized accreditation in order for a graduate to become licensed by the State or to earn a national professional certification, so graduates of this program can work in their profession or have substantially better prospects for employment?

**No. There is currently not a license for cardiac sonography in Indiana. It is not required that a cardiac sonography program be accredited for a graduate to earn a national professional certification. However, by the program being accredited, it adds another pathway for ARDMS exam eligibility. The Cardiac Sonography program will be seeking accreditation through The Commission on Accreditation of Allied Health Education Programs (CAAHEP) once the students begin in June of 2021**

If so, please identify the specialized accrediting agency: **N/A**

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**Transferability of Associate of Science Degrees**

Since CHE/BPE policy reserves the Associate of Science designation for associate degrees whose credits apply toward meeting the requirements of a related baccalaureate degree, please answer the following questions:

Does a graduate of this A.S. degree program have the option to apply all or almost all of the credits to a related baccalaureate degree at your institution?

**No. The St. Vincent College of Health Professions does not award baccalaureate degrees.**

If so, please list the baccalaureate degree(s): **N/A**

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**Job Titles**

List specific job titles and broad job categories that would be appropriate for a graduate of this program:

**Ultrasound Technologist**  
**Cardiac Sonographer**

Ultrasonographer  
Echocardiography Technologist  
Echocardiography Sonographer

1. What is the digital format of student transcripts? **Microsoft Excel**
2. Is the institution using proprietary software, if so what is the name? **Microsoft Excel**
3. Submit a sample student transcript.

+++++

**Student Records**

*Institutions that have Previously Operated*

1. Are all student transcripts in a digital format? **YES**
  - If not what is the percentage of student transcripts in a digital format? **N/A**
  - What is the beginning year of digitized student transcripts? **Starting with the first cohort enrollment in June 2021**
  - Are student transcripts stored separately from the overall student records? **No**
2. How are the digital student records stored? **Digitally on the St. Vincent network hosted by Google accessible to only program faculty**
  - Where is the computer server located? **The St. Vincent network servers are maintained by Google**
  - What is the name of the system that stores the digital records? **The St. Vincent network**
3. Where are the paper student records located? **In student files maintained securely by the sonography program co-managers**
4. What is the beginning year of the institutional student record series? **Starting with the first cohort enrollment in June 2021**
5. What is the estimated number of digital student records held by the institution? **None at this time. All student digital records will be held on the St. Vincent network starting with the first cohort enrollment in June 2021**
6. What is the estimated number of paper student records held by the institution? **None at this time. All student paper records will be held securely by the program co-managers starting with the first cohort enrollment in June 2021**

7. Aside from digital and paper, does the institution maintain student records in other formats such as microfiche? **No**
- If so, what is the most significant format? **N/A**
  - If so, what is the estimated number of student records maintained in that format? **N/A**
8. Does the institution maintain a staff position that has overall responsibility and authority over student records? **No**
- If so, what is the name, title, and contact information for that individual? **N/A**
9. Has the institution contracted with a third party vendor such as Parchment to have student records digitized, maintained, and serviced? **No**
10. Approximately what is the average number of requests for student records or verification of attendance does the institution receive in a day and week? **None at this time**

*All Institutions*

11. Is there anything that the Commission should consider with regard to the institutional student records? **No. All student records will be digitally maintained on the St. Vincent Network hosted by Google**

## Program Description

### **Projected Headcount and FTE Enrollments and Degrees Conferred**

- Report headcount and FTE enrollment and degrees conferred data in a manner consistent with the Commission's Student Information System
- Report a table for each campus or off-campus location at which the program will be offered
- If the program is offered at more than one campus or off-campus location, a summary table, which reports the total headcount and FTE enrollments and degrees conferred across all locations, should be provided.
- Round the FTE enrollments to the nearest whole number
- If the program will take more than five years to be fully implemented and to reach steady state, report additional years of projections.
- Submit one table for each campus in which the program will be offered.

Projected Headcount and FTE Enrollments and Degrees Conferred									
Date, 20XX									
Institution/Location: University XYZ at _____									
Program: Program ABC									
				Year 1	Year 2	Year 3	Year 4	Year 5	
				FY20XX	FY20XX	FY20XX	FY20XX	FY20XX	
Enrollment Projections (Headcount)									
	Full-Time			6	12	18	18	18	
	Part-Time			12	24	36	48	60	
	Total			18	36	54	66	78	
Enrollment Projections (FTE*)									
	Full-Time			6	12	18	18	18	
	Part-Time			6	12	18	21	24	
	Total			12	24	36	39	42	
Degrees Conferred Projections				0	0	6	6	18	
Degree Level: XXX									
CIP Code: - 000000; State - 000000									
<b>FTE Definitions:</b>									
Undergraduate Level: 30 Semester Hrs. = 1 FTE									
Undergraduate Level: 24 Semester Hrs. = 1 FTE									

Student Name (last, first, MI):  
 Student ID#:  
 DOB (Month & Day):

Date Issued: **10/8/2020**  
 Last Date Attended:  
 Current Program: **Cardiac Sonography**

Transfer Coursework			
Course	Title	Institution	Credit Hours
Math			
Comm			
Sciences			
Sciences			
Sciences			
<b>Total Credits Transferred</b>			<b>0</b>

Institutional Coursework						
Semester I: Summer 2021						
Course	Title	Credit Hours	% Score	Grade	Earned Credits	Earned Points
ECH 111	Introduction to Cardiac Sonography	2.0	100.00%	A+	4.00	8.00
DMS 112	Patient Care	1.5	100.00%	A+	4.00	6.00
DMS 113	Fundamentals of Ultrasound	1.0	100.00%	A+	4.00	4.00
ECH 119	Clinical Observation	2.5	100.00%	A+	4.00	10.00
<b>Semester Total:</b>		<b>7.0</b>	<b>100.00%</b>	<b>4.00</b>	<b>16.00</b>	<b>28.00</b>
<b>Cumulative Total:</b>		<b>7.0</b>	<b>100.00%</b>	<b>4.00</b>	<b>16.00</b>	<b>28.00</b>

Institutional Coursework						
Semester II: Fall 2021						
Course	Title	Credit Hours	% Score	Grade	Earned Credits	Earned Points
ECH 121	Cardiac Sonography I	5.5	100.00%	A+	4.00	22.00
DMS 124	Ultrasound Physics I	3.0	100.00%	A+	4.00	12.00
ECH 129	Clinical Practicum I	6.5	100.00%	A+	4.00	26.00
<b>Semester Total:</b>		<b>15.0</b>	<b>100.00%</b>	<b>4.00</b>	<b>12.00</b>	<b>60.00</b>
<b>Cumulative Total:</b>		<b>22.0</b>	<b>100.00%</b>	<b>4.00</b>	<b>28.00</b>	<b>88.00</b>

Institutional Coursework						
Semester III: Spring 2022						
Course	Title	Credit Hours	% Score	Grade	Earned Credits	Earned Points
ECH 131	Cardiac Sonography II	7.0	100.00%	A+	4.00	28.00
DMS 134	Ultrasound Physics II	3.0	100.00%	A+	4.00	12.00
ECH 139	Clinical Practicum II	6.5	100.00%	A+	4.00	26.00
<b>Semester Total:</b>		<b>16.5</b>	<b>100.00%</b>	<b>4.00</b>	<b>12.00</b>	<b>66.00</b>
<b>Cumulative Total:</b>		<b>38.5</b>	<b>100.00%</b>	<b>4.00</b>	<b>40.00</b>	<b>154.00</b>

Institutional Coursework						
Semester IV: Summer 2022						
Course	Title	Credit Hours	% Score	Grade	Earned Credits	Earned Points
ECH 219	Clinical Practicum III	6.5	100.00%	A+	4.00	26.00
<b>Semester Total:</b>		<b>6.5</b>	<b>100.00%</b>	<b>4.00</b>	<b>4.00</b>	<b>26.00</b>
<b>Cumulative Total:</b>		<b>45.0</b>	<b>100.00%</b>	<b>4.00</b>	<b>44.00</b>	<b>180.00</b>

Institutional Coursework						
Semester V: Fall 2022						
Course	Title	Credit Hours	% Score	Grade	Earned Credits	Earned Points
ECH 221	Research on Case Studies	1.5	100.00%	A+	4.00	6.00
ECH 222	Registry Review	2.0	100.00%	A+	4.00	8.00
ECH 229	Clinical Practicum IV	10.0	100.00%	A+	4.00	40.00
<b>Semester Total:</b>		<b>13.5</b>	<b>100.00%</b>	<b>4.00</b>	<b>12.00</b>	<b>54.00</b>
<b>Cumulative Total:</b>		<b>58.5</b>	<b>100.00%</b>	<b>4.00</b>	<b>56.00</b>	<b>234.00</b>
<b>Transfer Credits</b>		<b>0.00</b>				
<b>Total Credits</b>		<b>58.50</b>				

END OF TRANSCRIPT



College Seal

Program Director Signature

Credential Awarded:  
 Date Awarded:  
 Major:

\* Official paper transcript is authentic only if physically embossed with the College seal and it contains the program director's signature \*  
 \* Official electronic transcript is authentic only if digitally embossed with the College seal and it contains the program director's signature \*

### Mission Statement

*Our Mission is to make a positive difference in the lives the people we serve, our St. Vincent Health ministries and their respective communities by delivering high-quality education and training in allied health professions. We exist to safeguard our patients and the communities we serve by graduating individuals who exhibit caring, compassionate and highly competent patient care. This is accomplished through a commitment of excellence from our faculty and staff, Board of Directors, and our affiliated St. Vincent Health institutions. Our paradigms are open to all aspects of education that do not violate the Mission or Core Values of St. Vincent Health and our affiliated institutions.*

### College Name Change

In 2020, the St. Vincent College of Health Professions became known as the Ascension St. Vincent College of Health Professions. In 2015, the St. Vincent Health Radiography Program became the St. Vincent College of Health Professions. All academic transcripts of graduates May 2004 to May 2017 will bear the name "St. Vincent Health Radiography Program." Academic transcripts from June 2018 to current will bear the name "St. Vincent College of Health Professions."

### Accreditations/Approvals

The St Vincent College of Health Professions is accredited by:  
 Accrediting Bureau of Health Education Schools (ABHES)  
 7776 Leesburg Pike, Suite 314 N  
 Falls Church, VA 22042

The St. Vincent College of Health Professions is authorized by:  
 Indiana Board for Proprietary Education  
 98 West Ohio Street, Suite 300  
 Indianapolis, IN 46204-4205

The SVCHP Radiography Program is accredited by:  
 Joint Review Committee on Education in Radiologic Technology (JRCERT)  
 18 N. Wacker Drive, Suite 2950  
 Chicago, IL 60606-3182

The SVCHP Diagnostic Medical Sonography Program is accredited by:

### Academic Standards

#### Course grades (2002 to June 2018):

A = Excellent Performance = 4 points  
 C = Satisfactory Performance = 2 points  
 I = Incomplete

B = Good Performance = 3 points  
 F = Unsatisfactory Performance = 0 points  
 W = Withdrew from Course

#### Course grades (July 2018 - current):

A+ = Outstanding Performance (100% – 98.0%) = 4 points  
 A = Excellent Performance (97.99% – 96.0%) = 4 points  
 A- = Near Excellent Performance (95.99% – 93.0%) = 3.7 points  
 B+ = Very Good Performance (92.99% – 90.0%) = 3.3 points  
 B = Good Performance (89.99% – 87.0%) = 3 points  
 B- = Marginally Good Performance (86.99% – 84.0%) = 2.7 points  
 C+ = Above Satisfactory Performance (83.99% – 80.0%) = 2.3 points  
 C = Satisfactory Performance (79.99% – 75.0%) = 2 points  
 F = Unsatisfactory Performance (74.99% and lower) = 0 points  
 P = Pass (Pass/Fail courses only)                      I = Incomplete  
 T = Transferred    W = Withdrew from Course

*Incomplete:* The College issues incomplete course grades only for certain courses as defined in the respective course syllabus. Failure to complete the course requirements by the specified date will result in the student receiving a failing grade for the course.

*Transferred:* Transferred (T) course grades are assigned to courses transferred into the College from other accredited institutions. The final course grade must be a letter grade of "C" or higher to be accepted as a transferred course. Transferred course grades do not factor into grade point average calculation. Only general education courses necessary to meet graduation requirements are transferred.

*Bankruptcy:* All course grades are final. The St. Vincent College of Health Professions does not issue academic bankruptcy/forgiveness.

#### Re-enrollment

Students dismissed from the College for academic purposes is eligible to re-enroll upon application. Students dismissed from the College for disciplinary purposes is not eligible for re-enrollment.

#### Academic Level

100-199 courses denote the first year of enrollment; 200-299 courses denote the second year.

#### Grade Point Average (GPA)

Grade point average is the numerical average of all course grades completed during the semester (term GPA) or entire program tenure (Cumulative GPA) and is calculated as follows:

#### Sum of all points earned

Sum of all credit hours earned

*The Family Educational Rights and Privacy Act of 1974 prohibits the release of this information without the student's consent. An official transcript must include the program director's signature and contain either an embossed logo (for paper transcripts) or watermark logo. This document reports academic information only. This document should be rejected if appeared altered or distorted. This document is not official if photocopied.*



**BOARD FOR PROPRIETARY EDUCATION**

Tuesday, December 8, 2020

**INFORMATION ITEM A:**

**Calendar of Tentative Meeting Dates of the Board**

**Staff Recommendation**

For information only.

**Background**

The following is a tentative schedule of dates for the 2021 Board for Proprietary Education Business Meetings:

Tuesday, March 2, 2021	10:00 am - 12:30 pm
Tuesday, June 1, 2021	10:00 am - 12:30 pm
Wednesday, September 1, 2021	10:00 am - 12:30 pm
Wednesday, December 1, 2021	10:00 am - 12:30 pm

**Supporting Documents**

None.