



**Indiana  
Professional  
Licensing  
Agency**

**Indiana State Board of Nursing**  
402 West Washington Street, Room W072  
Indianapolis, Indiana 46204  
Phone: (317) 234-2043  
Website: PLA.IN.gov

Michael R. Pence, Governor

Nicholas Rhoad, Executive Director

## 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, 2012 through July 31, 2013. 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 2013." 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: May 28, 2013 – May 10, 2014

Name of School of Nursing: Ivy Tech Community College – Terre Haute

Address: 8000 South Education Drive, Terre Haute, IN 47802

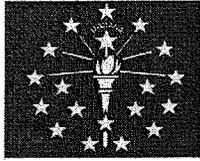
Dean/Director of Nursing Program

Name and Credentials: Kim Cooper, RN, MSN

Title: Dean, School of Nursing

Email: KCooper@ivytech.edu

Nursing Program Phone #: (812) 298-2238      Fax: (812) 298-0897



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Website Address: [www.ivytech.edu/nursing](http://www.ivytech.edu/nursing)

Social Media Information Specific to the SON Program (Twitter, Facebook, etc.): None

Please indicate last date of NLNAC or CCNE accreditation visit, if applicable, and attach the outcome and findings of the visit: ACEN (formerly NLNAC) 2010 – Please see attached

If you are not accredited by NLNAC or CCNE where are you at in the process? N/A

### 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 _____ No <u> X </u> |
| 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 \_\_\_\_\_ Stable  X  Declining \_\_\_\_\_



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

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

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

All students are required to take the ATI comprehensive predictor in their capstone course (NRSB 128 Practice Issues for Practical Nursing) and complete a live or virtual ATI NCLEX prep review course.

2C.) If **so**, which exam(s) do you require? N/A

2D.) When in the program are comprehensive exams taken: Upon Completion

As part of a course X Ties to progression or thru curriculum \_\_\_\_\_

2E.) If taken as part of a course, please identify course(s):

NRSB 128 Practice Issues for Practice Nursing

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

A. Faculty recruitment/retention:

Locating credentialed faculty remains a challenge. Presently all full time faculty positions are filled. There is a need for credentialed adjunct faculty members.

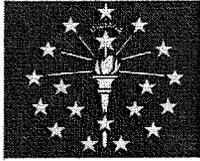
B. Availability of clinical placements:

Clinical placements for mental health, obstetrics and pediatrics remains a challenge. The program is able to obtain the needed spaces with creative scheduling and collaboration with other nursing programs in the geographic area.

C. Other programmatic concerns (library resources, skills lab, sim lab, etc.): N/A

4.) At what point does your program conduct a criminal background check on students?

Criminal background checks, through CertifiedBackground.com may be done either before enrollment in the professional courses or just prior to the first day of clinical course work. Students who are not continuously enrolled in a program until completion may be required to complete additional checks upon



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re-entry to a program or admission to a different nursing program. Clinical sites or the College may request additional background checks or drug screenings at their discretion.

5.) At what point and in what manner are students apprised of the criminal background check for your program?

Students are informed of the need for background checks through the online or face to face nursing information meetings. Upon admission to the program students receive information on how to complete their background check prior to the start of their first semester. Students receive results online by directly accessing through CertifiedBackground.com using a password assigned by the background search company. They have full access to their background search data within the website and are encouraged to review the background search findings and appeal any issues that they determine are incorrect.

**SECTION 3: STUDENT INFORMATION**

1.) Total number of students admitted in academic reporting year:

Summer   0   Fall   18   Spring   0  

2.) Total number of graduates in academic reporting year:

Summer   5   Fall   7   Spring   0  

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.

No complaints during reporting period.

4.) Indicate the type of program delivery system:

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

**SECTION 4: FACULTY INFORMATION**



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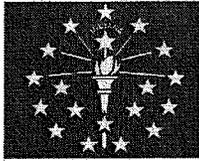
A. Provide the following information for **all faculty new** to your program in the academic reporting year (attach additional pages if necessary):

<b>Faculty Name:</b>	Renae Cortez
<b>Indiana License Number:</b>	28171504A
<b>Full or Part Time:</b>	Part time in summer 2013 semester; Full time beginning fall 2013 semester
<b>Date of Appointment:</b>	08/12/2013
<b>Highest Degree:</b>	MSN
<b>Responsibilities:</b>	Didactic, lab, and clinical course instruction

<b>Faculty Name:</b>	Sarah Fagg
<b>Indiana License Number:</b>	28193319A
<b>Full or Part Time:</b>	Full time (hired primarily for Greencastle but had teaching responsibilities in Terre Haute)
<b>Date of Appointment:</b>	08/12/2013
<b>Highest Degree:</b>	MSN
<b>Responsibilities:</b>	Didactic, lab, and clinical course instruction

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

1. Number of full time faculty: 12 full time faculty and 1 school dean (shared with the Greencastle campus) are employed by the Terre Haute campus. Faculty teach between the PN and ASN programs unless otherwise identified.



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There are 2 faculty who are employed within the Ivy Tech Community College Wabash Valley Region at the Greencastle campus who taught courses at the Terre Haute campus as a part of their full time responsibilities.

One faculty member was BSN credentialed during the fall semester and taught only in the PN program during that period. This faculty member completed her MSN coursework in February 2014.

2. Number of part time faculty: One faculty member was employed part time for clinical instruction in the summer 2013 semester. Her instruction was limited to the PN program as she was BSN credentialed. She moved to full time status in the fall 2013 semester where she taught PN programming only. She did not teach ASN level courses until after she completed her MSN degree in spring semester 2014.

3. Number of full time clinical faculty: All 12 full time faculty members have clinical responsibilities.

4. Number of part time clinical faculty: One part time faculty was utilized for clinical instruction in the summer 2013 semester. Additionally, one full time faculty member resigned from her full time responsibilities in January 2014. She then accepted a part time (adjunct) position teaching in a clinical capacity for the spring 2014 semester.

5. Number of adjunct faculty: None (see above)

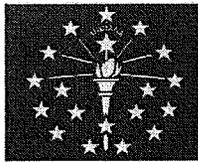
C. Faculty education, by highest degree only:

1. Number with an earned doctoral degree: None

2. Number with master's degree in nursing: All faculty are Master's Degree credentialed. This includes 12 full time faculty members, 1 school dean, and 2 faculty who are primarily with the Greencastle campus

3. Number with baccalaureate degree in nursing: One faculty member was credentialed with a baccalaureate degree in the fall 2013 semester. She completed Master's degree credentialing requirements in February 2014.

4. Other credential(s). Please specify type and number: None



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D. Given this information, does your program meet the criteria outlined in **848 IAC 1-2-13 or 848 IAC 1-2-14?**

Yes   X   No \_\_\_\_\_

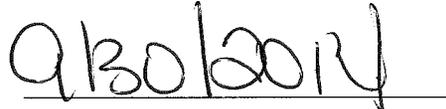
E. Please attach the following documents to the Annual Report in compliance with **848 IAC 1-2-23:**

1. A list of faculty no longer employed by the institution since the last Annual Report;
2. An organizational chart for the nursing program and the parent institution.

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.



Signature of Dean/Director of Nursing Program



Date



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.



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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.



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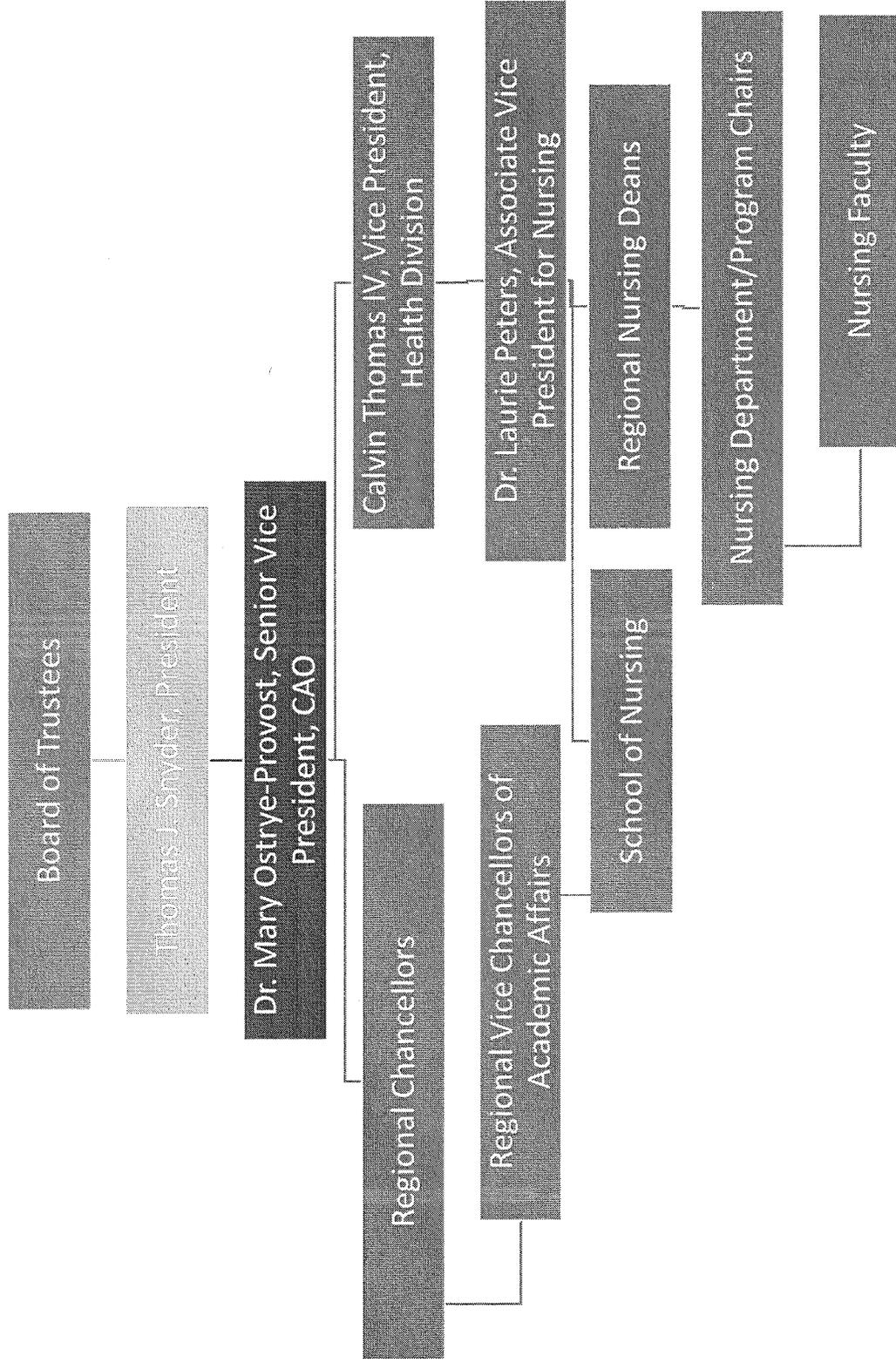
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Listing of faculty who are no longer with the college since the last report.

1. Lynette Coffey, RN, MSN Indiana License 2809623A
  - Ms. Coffey was full time and taught in both the ASN and PN programs.



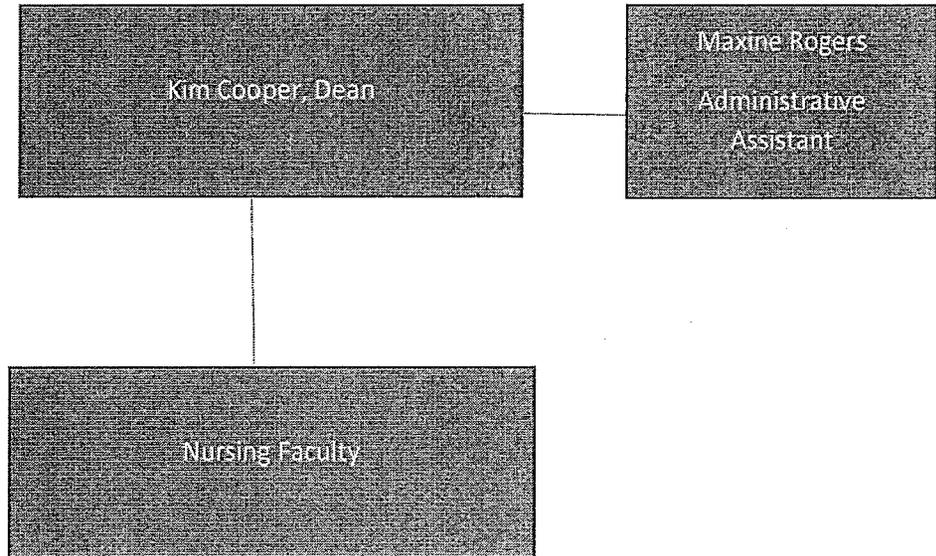
Statewide School of Nursing Organizational Chart





# Nursing Education Unit – Wabash Valley Region (Terre Haute)

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# NLNAC

National League for Nursing Accrediting Commission, Inc.

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American Farm Bureau Federation  
Washington, District of Columbia

LEE E. WURSTER, JD  
Retired Attorney  
Dublin, Ohio

March 24, 2011

Gail Sprigler, MSN, RN  
Assistant Vice Provost for Nursing Education  
Associate of Science in Nursing/Practical Nursing  
Ivy Tech Community College of Indiana  
50 West Fall Creek Parkway North Drive  
Indianapolis, IN 46202

Dear Ms. Sprigler:

This letter is formal notification of the action taken by the National League for Nursing Accrediting Commission (NLNAC) at its meeting on March 3-4, 2011. The Board of Commissioners granted the associate nursing program continuing accreditation with the condition that your program submit a Follow-Up Report in 2 years. If the Follow-Up Report is accepted by the Commission, the next evaluation visit will be scheduled for Fall 2018. The Board of Commissioners granted the practical nursing program continuing accreditation and scheduled the next evaluation visit for Fall 2018.

Deliberations centered on the Self-Study Report, the School Catalog, the Site Visitors' Report, and the recommendation for accreditation proposed by the Program Evaluators and the Evaluation Review Panel. (See Summary of Deliberations and Recommendation of the Evaluation Review Panel.)

The Board of Commissioners identified the following evidence of non-compliance, strengths, and areas needing development:

### **Evidence of Non-Compliance by Accreditation Standard and Criterion**

#### **Standard 2 Faculty and Staff, Criterion 2.1**

- All full-time faculty are not credentialed with a minimum of a master's degree with a major in nursing. (A)

Ivy Tech Community College of Indiana  
Page 1



## **Areas of Strength by Accreditation Standard**

### **Standard 1 Mission and Administrative Capacity**

- Strong institutional, faculty, and student support for the role of the Vice Provost for Nursing Education through the restructuring of the School of Nursing (A/P)

## **Areas Needing Development by Accreditation Standard**

### **Standard 1 Mission and Administrative Capacity**

- Provide mechanisms to ensure comprehensive representation of students in program and College governance. (A/P)

### **Standard 2 Faculty and Staff**

- Ensure support for continued achievement of a master's degree with a major in nursing for the full- and part-time faculty. (A/P)
- Provide for sufficient numbers and utilization of program support staff to achieve the program goals and outcomes. (A/P)

### **Standard 3 Students**

- Review and revise public documents (paper and electronic) to ensure that information intended to inform the public is current, clear, accurate, and consistent, including NLNAC contact information. (A)

### **Standard 4 Curriculum**

- Ensure the incorporation of professional standards, guidelines, and competencies throughout the curriculum. (A/P)

### **Standard 5 Resources**

- Implement strategies to ensure the equitable state-wide distribution of learning resources, office facilities, and equipment to meet faculty and student needs. (A/P)

### **Standard 6 Outcomes**

- Implement strategies to ensure local campus and faculty engagement in the implementation of the evaluation plan. (A/P)
- Improve the processes for analysis and dissemination of program- and campus-specific data in order to facilitate the accomplishment of strategic initiatives and ongoing program improvement. (A/P)
- Continue to monitor and respond to licensure exam pass rates that are below the national mean. (A/P)
- Ensure ongoing and systematic evaluation of outcomes, particularly graduate satisfaction and job placement. (A/P)
- Identify and assess specific graduate competencies for role preparation. (A)

A Follow-Up Report requires the nursing education unit to demonstrate compliance with a specific Accreditation Standard or Standards. The Follow-Up Report for the associate program is to address Standard 2 Faculty and Staff. The report is to be submitted to NLNAC in the Spring 2013 Cycle by February 15, 2013. At the time of its review of the Follow-Up Report, the Commission will either affirm the time of the next evaluation visit or deny continuing accreditation and remove the nursing program from the list of accredited programs. We recommend contacting a member of the NLNAC professional staff after reviewing this decision letter.



On behalf of the Commission, we thank you and your colleagues for your commitment to quality nursing education. If you have questions about this action or about Commission policies and procedures, please write or call me or a member of the professional staff.

Sincerely,



Sharon J. Tanner, EdD, RN  
Chief Executive Officer

cc: Marilyn Smidt, Program Evaluator  
Jo Ann Baker, Program Evaluator  
Nancy Becker, Program Evaluator  
Martha Ann Hofmann, Program Evaluator  
Joan Becker, Program Evaluator  
Reitha Cabaniss, Program Evaluator  
Mary Sharon Boni, Program Evaluator  
Colleen Burgess, Program Evaluator  
Anita Pavlidis, Program Evaluator  
Debbie C. Lyles, Program Evaluator  
Kay Tupala, Program Evaluator  
Shawn P. McNamara, Program Evaluator  
Yvonne VanDyke, Program Evaluator

Enc. Summary of Deliberations of the Evaluation Review Panel



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Education Leadership Consultant  
Harris Beach, PLLC  
Buffalo, New York



August 2, 2013

Laurie Peters, PhD, RN  
Assistant Vice President of Nursing Education  
Associate Degree Nursing and Practical Nursing  
Ivy Tech Community College of Indiana  
50 West Fall Creek Parkway North Drive  
Indianapolis, IN 46208

Dear Dr. Peters:

This letter is formal notification of the action taken by the Accreditation Commission for Education in Nursing (ACEN) at its meeting on July 11-12, 2013. The Board of Commissioners received, reviewed, and accepted the Follow-Up Report of the associate nursing program and affirmed the next visit for Fall 2018.

Deliberations centered on the Follow-Up Report and the recommendation of the Evaluation Review Panel. (See Summary of Deliberations and Recommendation of the Evaluation Review Panel.) The Board of Commissioners affirmed the following areas needing development:

Areas Needing Development

Standard 2 Faculty and Staff

- Ensure the number and utilization of program support staff are sufficient to achieve the program goals and outcomes.

On behalf of the Commission, we thank you and your colleagues for your commitment to quality nursing education. If you have questions about this action or about ACEN policies and procedures, please contact me.

Sincerely,

A handwritten signature in black ink that reads "Sharon Tanner". The signature is fluid and cursive, with the first name being the most prominent.

Sharon J. Tanner, EdD, MSN, RN  
Chief Executive Officer

Enc. Summary of Deliberations of the Evaluation Review Panel

