

## Agenda Item 7.E.I



BUSINESS, CONSUMER SERVICES AND HOUSING AGENCY • GAVIN NEWSOM, GOVERNOR  
**Board of Vocational Nursing and Psychiatric Technicians**  
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DATE	November 12, 2024
TO	Board Members
REVIEWED BY	Judith D. McLeod DNP, CPNP, RN Supervising Nursing Education Consultant (SNEC)
PREPARED BY	Faye Silverman, MSN/Ed, RN, WOCN, PHN Nursing Education Consultant (NEC)
SUBJECT	Report of Continued Approval Process; Recommendation to Rescind the Pattern of Admission
PROGRAM	Charles A. Jones Skills and Business Education Center Vocational Nursing Program (Program) (Director: Laarni Gallardo, Sacramento, Sacramento County, Adult School)

Please note: Board Nursing Education Consultants make recommendations. The recommendations are forwarded to the Education and Practice Committee for review and recommendation or to the Executive Officer or full Board for action.

### PROGRAM REQUEST:

Continued Program Approval

### BACKGROUND:

On June 12, 2024, the Program Director reached out to the Nursing Education Consultant, (NEC). The Program Director stated that all the Maternity Direct patient care sites, which were previously approved for Charles A. Jones, have refused to accept the current students at those sites. The Director asked that the that nine students for the class graduating in July 2024, be allowed to perform 100% maternity clinical on campus. The Program Director was eventually able to find one clinical site Modesto Gospel Mission. Ultimately the students had three days in skills lab and two days at this site. They were not able to follow the Instructional Plan for maternity clinical hours.

On August 9, 2024, the Program Director submitted a Form 55M-15 (New 04/2022) with supporting documents for review. After a comprehensive review it was noted that only one out of 36 folders were complete and in final form. The Section 25: Grievance Policy folder was complete.

On August 20, 2024, the BVNPT sent an e mail and a letter via USPS certified mail, tracking number 7017 0190 0000 4209 8042. The letter stated, "For an institution that fails to submit a completed application, the institution shall be advised that the required information must be submitted within 30 days of the date of the written notice and that failure to submit a completed application prior to the expiration date of the approval will render the institution ineligible for continuing approval." The Program was given until September 20, 2024, to submit all documents.

The NEC reached out to the Program Director and offered to go over the documents and what documentation was missing. The NEC met with the Program Director on Teams for approximately 4 - 5 hours. Then, the NEC met with the Program Director two additional times during the 30 days to review documents. The Program Director submitted documents on August 23, 2024, and September 4, 5, 6, 9, 13, 16, 17, 18, 19, and 20.

A site visit was conducted on September 30, 2024. The Program was reviewed to determine compliance with Article 5 of California Code of Regulations, Title 16. Ten violations were identified.

On October 1, 2024, the Program was provided a notice of violations. In addition to the notice of violations the Program Director was provided dates to submit instructional plan documents.

The Nursing Education Consultant requests that the pattern of admission be rescinded. The Program has not been following the previously approved Instructional plan and the new instructional plan is not completed for use. This Program has been allowing students to return to campus in lieu of direct patient care. This Program has been allowing students to engage in simulation without approval of the simulation in their Instructional Plan. This Program has previously lost all direct patient care clinical sites for maternity. The faculty for this Program is all LVN's except for the Program Director. The Program Director has submitted her resignation effective November 15, 2024. This Program needs to be monitored prior to the start of each cohort to ensure there are adequate resources for this Program. The Program Director was also instructed not to start any additional cohorts until after the November Board meeting as the consideration of removal of pattern of admissions was on the Board's agenda for the November meeting.

#### STAFF ANALYSIS:

The submitted curriculum supports the Program's approved philosophy and conceptual framework. According to the instructional plan submitted, the Program's clinical and skills lab instruction correlates with the theory to be taught in the classroom. The submitted instructional plan includes Program objectives for both theory and clinical that are obtainable and measurable.

The Program demonstrated compliance with Article 5 of the California Code of Regulations, Title 16, except for the ten identified violations.

The Program's average annual NCLEX-PN® pass rates for first time candidates have remained compliant for eight previous consecutive quarters (October 2022 through September 2024).

The NEC reviewed and analyzed the documents provided by the Program Director to verify adequate resources including clinical facilities and classrooms to accommodate the students' learning needs and ability to meet the Program's approved objectives.

Submitted documentation by the Program Director substantiates adequate resources including faculty and facilities for students to achieve Programmatic learning objectives.

Board staff will continue to monitor the Program's effectiveness by tracking class admissions, the effectiveness of employed interventions, and the Program's licensure examination pass rates each quarter.

The \$5000 fee for Program review was submitted and processed on August 12, 2024.

#### STAFF RECOMMENDATIONS:

1. Grant continued full approval for the Charles A. Jones, Vocational Nursing Program for a four-year period beginning August 20, 2024, and issue a certificate accordingly.
2. Approve the recommendation to rescind the Program's pattern of admission.
3. Require the Program to comply with all requirements listed below.

#### PROGRAM REQUIREMENTS

1. Obtain BVNPT approval prior to admission of each class.
2. Require the Program, when requesting approval to admit students, to:
  - a. Submit all documentation in final form, using the forms provided by the BVNPT, no later than by the two months prior to the requested start date.
  - b. Provide documentation that adequate resources, i.e., faculty and facilities, are available to support each admitted class of students.
  - c. Ensure that the Program maintains an average annual pass rate that is compliant with the California Code of Regulations, Title 16, Section 2530(l).

3. Notify the NEC in the event a current class is displaced from clinical sites.
4. Require the Program to comply with all the approval standards in Article 4 of the Vocational Nursing Practice Act, commencing with California Business and Professions Code, Section 2880, and in Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.

## RELEVANT PROGRAM ELEMENTS

### Enrollment

California Code of Regulations, Title 16, Section 2530(k) states:

The program shall have prior Board approval to increase the number of students per class and/or increase the frequency of admission of classes. Criteria to evaluate a school's request to increase the number of students per class and/or increase the frequency of class admissions include but are not limited to: (1) Sufficient program resources as specified in Section 2530(a). (2) Adequacy of clinical experience as specified in Section 2534. (3) Licensure examination pass rates as specified in Section 2530(l).

The Program's current pattern of admission includes admission of two full-time day classes of 30 students yearly to replace graduating students only.

The following table represents current students enrollment based on current class starts and completion dates. The table indicates a maximum enrollment of 16 students for the period April 2024 through March 2025.

### ENROLLMENT DATA TABLE

Class Start Dates	Class Completion Dates	Number of Students Admitted	Number of Students Current	Number of Graduated	Total Enrolled
4/22/24 FT Day *(3/11/25)		17	16		16

\*Indicates projected graduation date

### Licensing Examination Statistics

California Code of Regulations, Title 16, Section 2530(l) states:

The program shall maintain a yearly average minimum pass rate on the licensure examination that does not fall below 10 percentage points of the state average pass rate for first time candidates of approved vocational nursing schools for the same period.

The following statistics, furnished by Pearson Vue and published by the National Council of State Boards of Nursing as “Jurisdictional Summary of All First-Time Candidates Educated in Member Board Jurisdiction,” for the period October 2022 through September 2024, specify the pass percentage rate for graduates of the Program on the National Council Licensure Examination for Practical/Vocational Nurses (NCLEX-PN®) and the variance from the state average annual pass rates.

#### NCLEX-PN® LICENSURE EXAMINATION DATA

Quarterly Statistics					Annual Statistics		
Quarter	# Candidates in Quarter	# Passed in Quarter	% Passed in Quarter	State Quarterly Pass Rate	Program Average Annual Pass Rate	State Average Annual Pass Rate CCR §2530(l)	Variance from State Average Annual Pass Rate
Oct – Dec 2022	9	9	100%	73%	91%	75%	+16
Jan – Mar 2023	6	6	100%	73%	95%	72%	+23
Apr – Jun 2023	No Tests Within Quarter				100%	75%	+25
Jul – Sep 2023	7	7	100%	86%	100%	78%	+22
Oct – Dec 2023	4	4	100%	84%	100%	81%	+19
Jan – Mar 2024	15	15	100%	87%	100%	86%	+14
Apr – Jun 2024	3	3	100%	85%	100%	85%	+15
Jul – Sep 2024	4	3	75%	83%	96%	85%	+11

\*The Annual Pass Rate changes every quarter. It is calculated by dividing the number of candidates who passed during the current and previous three quarters by the number of candidates who tested during the same period. If no data is available for the relevant period, the statistic is carried over from the last quarter for which data is available.

Based on the most current data available (July - September 2024), the Program’s average annual pass rate is 96 percent. The California average annual pass rate for graduates from approved vocational nursing programs who took the NCLEX-PN® for the first time during the same period is 85 percent. The average annual pass rate for the Program is 11 percentage points above the state average annual pass rate.

#### Faculty and Facilities

California Code of Regulations, Title 16, Section 2534(d) states:

For supervision of clinical experience, there shall be a maximum of 15 students for each instructor.

The current number of approved faculty totals five, including the Program Director. The Program Director has 100 percent administrative duties. Of the total faculty, four are designated to teach clinical. Based upon a maximum proposed enrollment of 16

students, two instructors are required for clinical supervision. The utilization of faculty at clinical facilities is such that clinical instruction is covered adequately.

California Code of Regulations, Title 16, Section 2534(b) states:

Schools shall have clinical facilities adequate as to number, type, and variety of patients treated, to provide clinical experience for all students in the areas specified by Section 2533. There must be available for student assignment, an adequate daily census of patients to afford a variety of clinical experiences consistent with competency-based objectives and theory being taught.

Submitted documentation indicates the Program has sufficient clinical facilities to afford the number, type and variety of patients that will provide clinical experience consistent with Board-approved competency-based objectives and theory being taught for current and proposed student enrollment.

#### Program Inspection

On September 30, 2024, the Nursing Education Consultant conducted an announced Program inspection of Charles A. Jones Skills and Business Education Center Vocational Nursing Program.

#### Campus Description

The program is secluded in the back of the Charles A. Jones Career and Education Center campus. There is a fence around the campus for security and the Director stated that the bathroom, which is located outside of the building, is locked to prevent the homeless from climbing the fence and bathing in the sink.

There are four classrooms that each seat 30 students. Each classroom contains a desk for the instructor, a white board, and the capability for PowerPoint presentations. Currently, a small bookshelf of current textbooks and reference materials is housed in the nursing administration room. The main campus has a large library that houses reference materials, current textbooks, and computers for all programs available on campus.

The program has two skills labs. The small lab is used for fundamentals. Supplies included stethoscopes, BP cuffs, linens, personal protective equipment, basic patient care items, a sink, and five patient beds and three low fidelity manikins. The large skills lab contains seven patient beds, three that included the capability to weigh patients. There are twelve manikins in this lab: one child high fidelity, one infant high fidelity, one adult male high fidelity and one high fidelity birthing manikin. Additionally, there are two mid fidelity adult, and six infant low fidelity manikins. There are adequate supplies for all levels and content areas of the curriculum, and a well-stocked medication cart.

#### Faculty interviews

Three Board approved faculty members were interviewed. They all stated that they are supported by the Program Director. They are proud of the skills lab and the ability to introduce all skills in the lab prior to working with a live patient. The instructors stated that they communicate regularly regarding student ability in the classroom and clinical site and ensure that correlation between clinical and theory is maintained. They stated that the new curriculum provides better structure to the teaching process. All have access to the instructional plan and lesson plans.

### Student interviews

The interviews included students in level 3 at the clinical site. Students stated that the program is very fast paced. Students stressed the importance of maintaining attendance not only to meet program requirements but to not get behind in the learning process. "Every day missed in theory is valuable information and discussions that are missed that you just can't get from reading alone." A tour of clinical site Asbury Park Health Care Center occurred. The site is very welcoming to the students. Several program graduates work at this facility. The facility administrator voiced that students always remain busy and professional and that the patients enjoy the extra care that the students provide.

### Interview with Program Director

A discussion with the Program Director took place at the end of the day of the site visit. All elements of the site inspection were addressed, and the Program Director verbalized understanding of the violations identified. The Program Director stated her plan of correction and timeframe when she would have the plan to the BVNPT.

### Violations

California Code of Regulations, Title 16, Section 2526(j)(1) requires an institution, as a condition for the continued approval of a postsecondary school or educational program offering a course of instruction in vocational nursing, to submit a completed "Continuing Approval Application for a Vocational Nursing School or Program," Form 55M-15 (New 04/2022), the requirements of which are incorporated by reference into the section.

### **Violation # 1**

**Form 55M-15, at Section 10 on page 4: Clinical Facility Placement**, requires the institution to submit the following form, which is to be completed and submitted with this application: A list of the program's clinical facilities. Complete a *Clinical Facility Verification Form*, Form 55M-3A (New 04/2022), for each new health care facility prior to use. This form must be completed for each health care facility that agrees to provide clinical placement for students of the program. California Code of regulation, Title 16, Section 2534 requires programs to have clinical facilities adequate as to number, type, and variety of patients treated, and to provide clinical experience for all students in the areas specified by 16 CCR section 2533.

Violation: On June 12, 2024, the Program Director reached-out to the NEC. The Program Director stated that all the maternity direct patient care sites which were previously approved for Charles A. Jones have asked that the students not do clinical at those sites. The Program Director asked if nine students in the class graduating in July 2024 perform 100% maternity clinical on campus. The Program Director was eventually able to procure one clinical site Modesto Gospel Mission. Ultimately the students had three days in skills lab and two days at this site. They were not able to follow the Instructional Plan for Maternity Clinical Hours.

Status: This violation is **not** corrected.

## **Violation # 2**

**Form 55M-15, at Section 13 on page 5: Instructional Plan**, requires the institution to submit the following form, which is to be completed and submitted with this application: Vocational Nursing or Psychiatric Technician Program Curriculum Content - Instructional Plan (Form 55M-2W) (New 04/2022). An instructional plan is a document that correlates theory and clinical content and hours on a weekly basis and provides an overview of the teaching schedule; the document shall commit to curriculum in which theory hours precede clinical hours. The institution is also required to document if the instructional plan is available to all faculty.

Violation: In October of 2023, Charles A. Jones was informed that they would need to complete a curriculum revision prior to their Continuing Approval date of August 20, 2024. While the Program had started a curriculum revision, the Program has only revised term one and had not completed term two, three or four. The program was also performing simulation for direct patient hours without approval in their instructional plan.

Status: This violation is **not** corrected.

## **Violation # 3**

**Form 55M-15, at Section 14: Daily Lesson Plans on page 5**, requires the institution to submit copies of daily lesson plans for the first two weeks of courses of instruction in the following subjects (for theory and skills): fundamentals, medical-surgical, pediatrics, maternity, and leadership. A daily lesson plan is a document that correlates the theory and practice for each instruction day for the instructor to follow

Violation: As the revision of the instructional plan is not complete and daily lesson plans require the objectives from the instructional plan to be used for the plan of the daily lesson plans, the daily lesson plans are not complete and in final form. These documents will be reviewed after



the review of the instructional plan (Form 55M-2W) (New 04/2022) for all four terms that meets regulatory requirements (Section 2533 Curriculum Content) .

Status: This violation is **not** corrected.

#### **Violation # 4**

**Form 55M-15, at Section 15 on page 5: Evaluation Methodology for Curriculum** requires the institution to submit an explanation of the process that identifies the method(s) by which the curriculum is evaluated regularly. Submit complete unredacted curriculum reviews based on your stated methodology. The reviews should cover the past 18 months as a sample size.

Violation: During the initial document review, the evaluation methodology for curriculum consisted of the following:

Curriculum will be evaluated at least once a year during the advisory meeting or as needed including:

- Quarterly review of pass rates
- Instructors provide on-going feedback on content
- Student progress is continually assessed through different testing strategies and clinical performance

There were no blank forms provided for evaluation of the curriculum for the instructors to fill out. There were no advisory board meetings. There was no mention of students giving their evaluation of the curriculum. There was no documentation of any evaluation and methodology of curriculum over the last 18 months.

Status: This violation **is** corrected.

On September 6, 2024, the Program Director submitted the rewritten evaluation and methodology for curriculum. The Program Director has submitted forms for the instructors and students to document evaluations. The Program Director has submitted the quarterly pass rate documentation and evidence of one advisory board meeting in the last 18 months. Notes from the meeting state a curriculum revision discussion took place.

#### **Violation # 5**

**Form 55M-15, at Section 17 page 6: Evaluation Methodology for Clinical Facilities** on requires the institution to submit an explanation of the process and identify the tool(s) i.e., surveys, forms, checklists, used by the program to evaluate the clinical

facilities. Submit unredacted clinical facility evaluations based on your stated methodology. The reviews should cover the past 18 months as a sample size.

Violation: The Program failed to submit a full explanation of the evaluation methodology for clinical sites. The Program did not submit unredacted documents that the policy was being followed. The Program submitted a letter stating that there was no documentation of evaluation of clinical facilities.

Status: This violation **is** corrected.

On September 4, 2024, the Program Director has submitted a new evaluation methodology for clinical facilities policy. The Program has submitted forms for the students, faculty, and Program Director to fill out according to the Program's policy.

### **Violation # 6**

**Form 55M-15, at Section 18: Admission Criteria page 6**, requires the institution to submit an explanation of the policy requirements for admission to the school or program. Documentation must include verification for current students enrolled in the program that the program follows its admission policy. For example, student's entrance examination results, health requirements, letters of recommendation, if noted in the program's stated admission policy.

Violation: The Program's last admission policy was submitted and placed in the Programs file in December 2021. In the submitted documents for continuing approval, the admission policy stated that the policy was changed in 2022. The academic requirements for admission in the student files do not follow the BVNPT approved Admission Policy.

Status: This violation **is** corrected.

On September 9, the Program Director submitted the correct admission policy.

### **Violation # 7**

**Form 55M-15, at Section 19 on page 6: Screening and Selection Criteria** requires the institution to submit a document listing and explaining the criteria for selection of program candidates if there are more qualified applicants than available seats within an upcoming cohort.

Violation: In the submitted documents for continuing approval the screening and

selection criteria screening documentation was submitted. The documentation submitted was for the academic requirements/prerequisites, not screening and selection.

Status: This violation **is** corrected.

On September 13, 2024, the Program Director has submitted a policy for screening and selection. This program will use the lottery method to choose students.

### **Violation # 8**

**Form 55M-15, at Section 22, on page 7: Evaluation Methodology for Student Progress** requires the institution to submit a copy of your evaluation methodology for student progress. (May include grading policy.) Explain the process or identify the tool used by the instructor and/or preceptor (if applicable) to evaluate student progress in mastering the course and program objectives. The written narrative must identify objectives or criteria for measuring student progress and the methods for evaluation, action, follow-up, and documentation of outcomes. This methodology may include quizzes, testing, mid-term evaluations etc. for early identification of at-risk students.

Violation: In the submitted documents for continuing approval, the evaluation methodology for student progress was not submitted. A blank weekly clinical grading form was submitted.

Status: This violation **is** corrected.

On September 16, the Program Director submitted a revised evaluation methodology for student progress policy. The Program Director has submitted student evaluation forms. The Program Director has submitted a revised grading policy.

### **Violation # 9**

**Form 55M-15, at Section 23 on page 7: Remediation policy** requires the institution to submit the remediation policy. Submit a copy of completed remediation forms or documentation of remediation for each student: (a) currently in remediation (b) previously in remediation during any time over the past four years; (c) or a document stating that there are no students on remediation for your program.

Violation: In the submitted documents for continuing approval there were no documents for remediation. The Program stated that the only remediation which was done was for the prerequisite courses and if the student failed the course. If a student failed a course, there was a self-study remediation plan that the student followed and then they could retake the final exam. The highest score allowed on the retake final

exam was 75 %. There were no forms for remediation. There was no list of all students on remediation for the last 18 months noted

Status: This violation **is** corrected.

On September 17, the Program Director submitted a revised remediation policy. Remediation will now be completed starting at midterm and the instructors or the Director of Nursing will remediate the students. The Program Director has submitted blank forms to be used for remediation.

### **Violation # 10**

**Form 55M-15, at Section 28 on page 9: Credit Granting** requires the institution to submit copies of a description of the program's policy for giving credit toward the curriculum requirements, a determination of the curriculum area to which credit is applied, and justification for the credit applied, including how the program plans to comply with requirements for transfer credit for related previous education completed within the last five years in compliance with California Code of Regulation, Title 16, Section 2535.

Violation: The Program submitted copy of the credit granting policy. The Policy stated that the prerequisite courses of Nutrition, Human Growth & Development, Anatomy & Physiology, Math for Meds, Medical Terminology, and Psychology would be taken at Charles A Jones or an accredited college for transfer credit. This policy did not include all courses of the Vocational Nursing curriculum. No student acknowledgement and understanding of credit granting policy was noted in documentation.

Status: This violation **is** corrected.

On September 19, 2024, the Program Director submitted a revised credit granting policy which allows students to obtain credit for any prerequisite course or vocational nursing course taken within the five-year period.

### **ATTACHMENTS:**

Attachment A: Program History  
Attachment B: Program Photos

**CHARLES A. JONES SKILLS & BUSINESS EDUCATION CENTER  
VOCATIONAL NURSING PROGRAM**

Program History

- On December 5, 2007, the Executive Officer approved Charles A. Jones Skills and Business Education's request to begin a vocational nursing program with an initial class of 36 students commencing January 28, 2008, only, with a projected graduation date of September 18, 2008, and approved the Program curriculum for 1554 hours, including 598 theory, and 956 clinical hours.
- On August 13, 2008, the Executive Officer approved initial full accreditation for the Charles A. Jones Skills and Business Education for the period August 13, 2008, through August 12, 2012, and issued a certificate accordingly. Additionally, the Program's request to admit a class of 40 full – time students commencing October 6, 2008, with a projected graduation of June 25, 2009, was approved, thereby increasing class size from 36 to 40 students.
- On October 20, 2009, the Executive Officer approved the Program's request to admit a full-time class of 12 students on October 19, 2009, with a projected graduation date of June 20, 2010.
- On December 22, 2011, a new Program Director was approved; however, she did not become the active Program Director until March 2012 and completed the Board's New Program Director Orientation in April 2012.
- On August 14, 2012, the Executive Officer continued approval of the Charles A. Jones Skills and Business Education Center Vocational Nursing Program for a four-year period from August 13, 2012, through August 12, 2016, and the Board issued a certificate, accordingly, and continued the Program's requirement to obtain Board approval prior to the admission of each class.
- On November 2, 2012, the Board sent a letter to the Program Director advising that the Program's licensure examination pass rates had been more than ten percentage points below the state annual average pass rate for the past four quarters. The Program was requested to submit a written plan of improvement by December 15, 2012.

- On November 20, 2012, the Executive Officer approved the following recommendations:
  1. Approved the Program's request to admit a class of 36 students on November 26, 2012. That class would graduate on September 7, 2013.
  2. Continued the Program's requirement to obtain Board approval prior to the admission of each class.
  3. Continued to closely monitor the Program's licensure examination pass rate.
- On June 13, 2013, the Executive Officer approved the following recommendations:
  1. Approved the Charles A. Jones Skills and Business Center Vocational Nursing Program's request to admit a class of 30 students on July 22, 2013, only, graduating on April 30, 2014. That class will replace the class that graduated in February 2013.
  2. Continued the Program's requirement to obtain Board approval prior to the admission of each class.
  3. Continued to closely monitor the Program's licensure examination pass rates.
- On November 25, 2013, the Executive Officer approved the Charles A. Jones Skills and Business Center Vocational Nursing Program's request to admit a class of 25 students on January 21, 2014, only, graduating in November 2014. The requested class will replace the class that graduated in September 2013 and continued the Program's requirement to obtain Board approval prior to the admission of each class and will continue to closely monitor the Program's licensure examination pass rates.
- On May 22, 2014 the Executive Officer denied the Charles A. Jones Skills and Business Center Vocational Nursing Program's request to admit a class of 30 students on July 28, 2014, only, graduating in May 2015 and approved the Charles A. Jones Skills and Business Center Vocational Nursing Program's request to admit a class of 20 students on July 28 2014, only, graduating in May 2015, to replace the students that graduate May 2014 and continued the Program's requirement to obtain Board approval prior to the admission of each class.
- On April 27, 2015, the Executive Officer approved the Program Director's request for a major curriculum revision with a total of 1652 hours, including 664 theory

and 988 clinical hours. Approved the Program to admit class of 30 students on May 18, 2015, expected to graduate March 1, 2016, only, to replace the class that graduated on May 8, 2015. Continued the Program's requirement to obtain Board approval prior to the admission of each class

- On June 19, 2015, the Acting Executive Officer approved Charles A. Jones Skills and Business Education Center, Vocational Nursing Program's request to admit a class of 20 students on August 10, 2015, only, with a projected graduation date of May 17, 2016. Additionally, she continued the Program's requirement to obtain Board approval prior to the admission of each class.
- On December 18, 2015, the Acting Executive Officer approved Charles A. Jones Skills and Business Education Center, Vocational Nursing Program's request to admit a class of 30 students on February 29, 2016, only, with a projected graduation date of December 6, 2016, to replace the students scheduled to graduate on March 2, 2016; and continued the Program's requirement to obtain Board approval prior to the admission of each class.
- On July 13, 2016, the Executive Officer rendered the following decisions.
  1. Continued approval of the Charles J Jones Skills and Business Education Center, Vocational Nursing Program for the four – year period from August 12, 2016, through August 11, 2020, and issued a certificate accordingly.
  2. Approved Charles A. Jones Skills and Business Education Center, Vocational Nursing Program's request to admit a class of 24 students on September 19, 2016, only, with a projected graduation date of June 28, 2017, to replace the students scheduled to graduate on May 17, 2016.
  3. Approved the Program's request for a pattern of admission of two classes of 30 students per year in March and September, to replace graduating students with the following stipulations:
    - a. No additional classes are added to the Program's approved pattern of admission without prior Board approval. The Program's pattern of admission includes the admission of 30 students twice a year, every January and August to replace graduating students only.
    - b. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
    - c. The Program's average annual pass rates remain compliant with regulatory requirements.
- On October 16, 2018, the Executive Officer rendered the following decisions:
  1. Approved the Charles A. Jones and Business Education Center Vocational Nursing Program's request to change the frequency of the pattern of

admission to two classes of 30 students per year, to replace graduating students with the following stipulations:

2. No additional classes are added to the Program's pattern of admission without prior Board approval. The Program's pattern of admission will include admission of one class of 30 students yearly in January and August, only.
3. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
4. The Program's average annual pass rates remain compliant with regulatory requirements.

- On July 23, 2020, the Executive Officer rendered the following decisions:

1. Continued full approval of the Charles A. Jones Skills and Business Education Center Vocational Nursing Program for a four-year period beginning August 12, 2020, and issued a certificate accordingly.
2. Continued approval of the Program's pattern of admission of two classes per year with 30 students per class to replace graduating classes, only, with the following stipulations:
  - a. No additional classes are added to the Program's pattern of admission without prior Board approval. The Program's pattern of admission will include admission of one class of 30 students yearly in January and August, only.
  - b. The Program Director documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
  - c. During Covid-19 the Program Director submits to the Board documents that verify adequate resources, i.e. faculty and facilities, are available to support each admitted class of students eight weeks prior to the start of a class.
  - d. The Program maintains an average annual pass rate that is compliant with Section 2530 (I) of the Code.
3. Continue to require the Program to comply with all approval standards in the Continue to require the Program to comply with all approval standards in Article 4 of the Vocational Nursing Practice Act, commencing at Business and Professions Code Section 2880, and Article 5 of the California Code of Regulations, Title 16, commencing with Section 2525.

- On September 1, 2020, the Executive Officer rendered the following decisions:

1. Approved the Program's pattern of admission of two classes per year with 30 students per class to replace graduating classes, only.
2. Required to Program to comply with all requirements listed below.



## PROGRAM REQUIREMENTS

- a. No additional classes are added to the Program's pattern of admission without prior Board approval. The Program's pattern of admission will include admission of two classes of 30 students yearly to replace graduating students only.
- b. Documents that adequate resources, i.e. faculty and facilities, are available to support each admitted class of students.
- c. During Covid-19 submit documents that verify adequate resources, i.e. faculty and facilities, are available to support each admitted class of students eight weeks prior to the start of a class.
- d. Maintain an average annual pass rate that is compliant with Section 2530 (I) of the Code.

# Agenda Item 7.E.I Attachment B

## Charles A. Jones College Photos



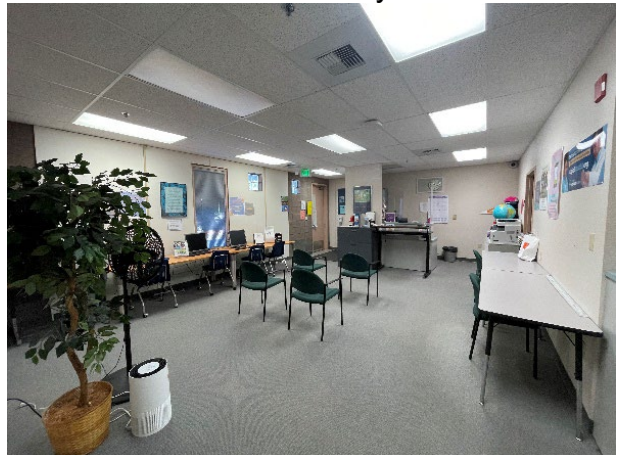
Staff and Student Parking



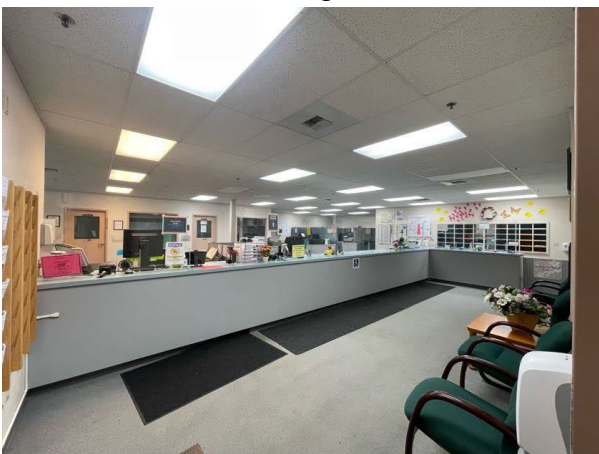
Front Lobby



Front of Building with Name



Financial Office



Admission Area of Front Office



Teachers' Lounge





Common Areas for Students



Faculty Offices



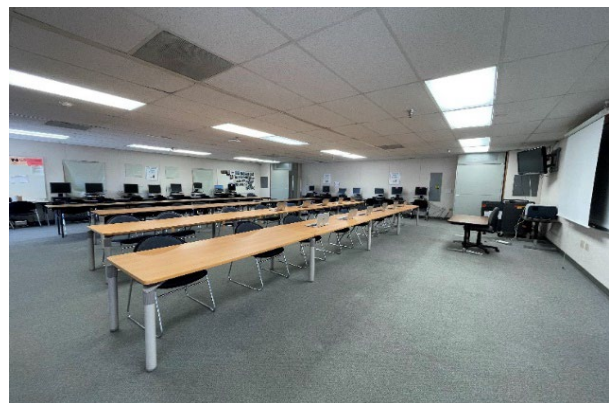
Teachers' Lounge



Director of Nursing Office



VN Classroom



Computer Lab





Locked Student in Nursing Office



Staff Copy Room



Library



Job Center



Skills Lab with Running Water



Skills Lab #1





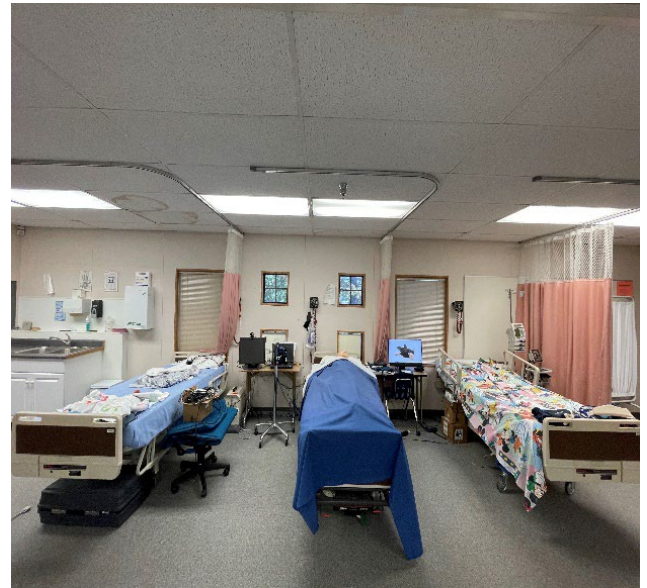
Skills Lab #2



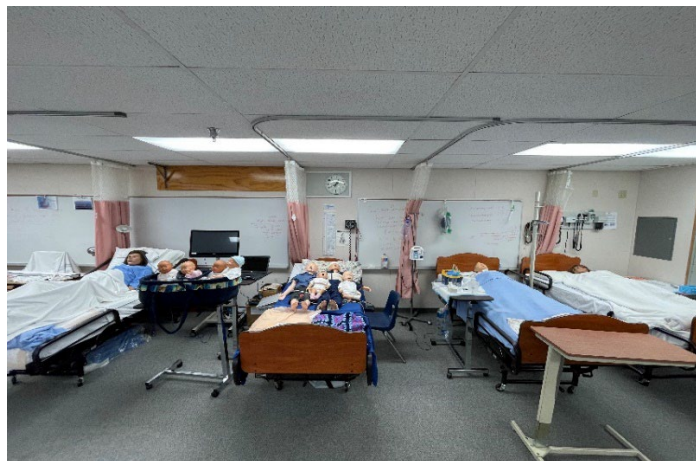
Skills Lab #3



Manikin #1



Manikin #2



Additional Beds





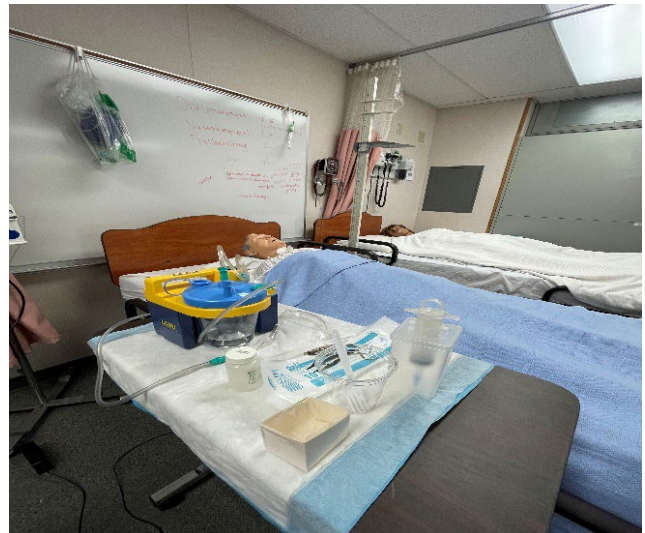
Treatment Carts



Walkers and Crutches



Wheelchairs



Suction Machine