Associate of Applied Science in Nursing

The LFCC AAS program is based on the National League for Nursing Competencies Model (NLN 2010). The NLN Outcome and Competency Model comprise of core values, integrating concepts, and overarching goals. The seven core values include caring, diversity, ethics, excellence, holism, integrity and patient centeredness. The six integrating concepts that emerge from the core values include context and environment; knowledge and science; personal and professional development; quality and safety; relationship-centered care; and teamwork. These core values and concepts are further incorporated into four general goals within the program. These are Human Flourishing, Nursing Judgment, Professional Identity, and Spirit of Inquiry.

The role of the educator is to facilitate the learning process and provide leadership where students have the opportunity to establish goals, evaluate methods for attaining them, and evaluate their course of action in pursuing their nursing degree. Learning is a joint venture for the nurse educator and learner with each assuming responsibility for the continued process of life-long learning and self-development.

The nursing faculty believe in the importance of incorporating current professional standards, guidelines, and competencies into the nursing curriculum. Utilizing evidence-based practice, the nursing program curriculum reflects current trends within the practice of nursing and health care initiatives. Individuals should have access to high-quality and affordable education that prepares them for entry level nursing positions.

Graduate Learning Outcomes

The graduate learning outcomes are based on review of current literature on professional nursing practice and nursing education. Graduate learning outcomes along with related competencies represent the graduates of the Lord Fairfax Community College School of Nursing.

Program Outcomes

Program Outcomes are measurements of program quality and include the following:

- NCLEX-RN first-time pass rates
- Program completion rate
- Graduate satisfaction
- Employer satisfaction

These outcomes are evaluated on a regular basis and provide information in decision making and curriculum modifications within the school of nursing.

Educational Theory

The education theory of the Associate Degree Nursing program includes concepts based on Malcolm Shepherd Knowles. According Malcolm Knowles, andragogy is the art and science of adult learning, thus andragogy refers to any form of adult learning. (Kearsley, 2010).
Knowles’ 5 Assumptions of Adult Learners

1. Self-concept
   As a person matures his/her self-concept moves from one of being a dependent personality
   toward one of being a self-directed human being

2. Adult Learner Experience
   As a person matures he/she accumulates a growing reservoir of experience that becomes an
   increasing resource for learning.

3. Readiness to Learn
   As a person matures his/her readiness to learn becomes oriented increasingly to the
   developmental tasks of his/her social roles.

4. Orientation to Learning
   As a person matures his/her time perspective changes from one of postponed application of
   knowledge to immediacy of application, and accordingly his/her orientation toward learning
   shifts from one of subject-centeredness to one of problem centeredness.

5. Motivation to Learn
   As a person matures the motivation to learn is internal (Knowles 1984:12).


LFCC Accreditation/Approval

Lord Fairfax Community College is accredited by the Southern Association of Colleges and
Schools Commission on Colleges (SACSCOC) and State Council of Higher Education for
Virginia (SCHEV).

The Southern Association of Colleges and Schools Commission on Colleges is the regional body
for the accreditation of degree-granting higher education institutions in the Southern states. It
serves as the common denominator of shared values and practices among the diverse institutions
in Alabama, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina,
Tennessee, Texas, Virginia and Latin America and other international sites approved by the
Commission that award associate, baccalaureate, master’s, or doctoral degrees. The Commission
also accepts applications from other international institutions of higher education.

Commission on Colleges of the Southern Association of Colleges and Schools
Southern Association of Colleges and Schools Commission on Colleges
1866 Southern Lane, Decatur, GA 30033
http://www.sacscoc.org/

The Associate of Applied Science Degree Nursing Program (AAS) is approved by the Virginia
State Board of Nursing. The Board of Nursing is to assure the safe and competent practice of
nursing to protect the health, safety and welfare of the citizens of the Commonwealth.
Guiding Principles of Nursing Regulations:

- Protection of the public
- Competency of all practitioners regulated by the Board of Nursing
- Due process and ethical, fair decision making
- Shared accountability
- Strategic collaboration
- Evidence based regulation
- Response to the marketplace and health care environment
- Globalization of nursing

Virginia State Board of Nursing
Perimeter Center
9960 Mayland Drive
Suite 300
Henrico Virginia 23233-1463.

The Associate Nursing Program is accredited by the Accreditation Commission for Education in Nursing (ACEN).

The Accreditation Commission for Education in Nursing (ACEN) supports the interests of nursing education, nursing practice, and the public by the functions of accreditation. Accreditation is a voluntary, peer-review, self-regulatory process by which non-governmental associations recognize educational institutions or programs that have been found to meet or exceed standards and criteria for educational quality. Accreditation also assists in the further improvement of the institutions or programs as related to resources invested, processes followed, and results achieved. The monitoring of certificate, diploma, and degree offerings is tied closely to state examination and licensing rules and to the oversight of preparation for work in the profession.”

Accreditation Commission for Education in Nursing
3343 Peachtree Road NE, Suite 850
Atlanta, Georgia 30326

Orientation

1. Full-time faculty orientation.
   a. College (onboarding system), clinical, and department orientation is provided.
   b. Receive the LFCC Mentor Guide and access to the LFCC Faculty Handbook, LFCC AAS Nursing Faculty and Staff Handbook, and the AAS Nursing Student Handbook.

Updated 9/12/17
c. New nursing faculty members will be assigned a college faculty member for mentoring throughout the school year.

2. Part-time/Staff faculty orientation.
   a. College (onboarding system), clinical, and department orientation is provided.
   b. Receive the Faculty Orientation Packet and access to the LFCC AAS Nursing Faculty and Staff Handbook and AAS Nursing Student Handbook.
   c. Clinical faculty members will be mentored by the clinical coordinator and a clinical faculty member.
   d. Orientation will be catered to the area the faculty member is teacher (i.e. lab, clinical, etc.).
   e. Faculty will orient with other part-time/full-time faculty in both the lab and clinical setting
   f. Hospital orientation, computer training, and unit training will also take place as required.

**Computer Access**

During the onboarding process you will be instructed to complete SANS training. The purpose of this training is a computer security policy and is required to be completed annually.

**College-Wide Policies**

https://www.lfcc.edu/intranet/?s=educational+rights

**Professional Development**

Faculty and staff members are encouraged to participate in professional development, which may include membership in professional organizations and attendance at professional conferences. Engaging in professional development activities is endorsed by the College. The employee may request assistance through the department budget or LFCC.

Examples of professional development activities:
- Presentation at a workshop or seminar
- Completion of course work leading to an advanced degree
- Attendance at Peer Meetings
- Attendance at VCCS meetings
- Continuing Education Units
**Scholarship**

Scholarship is service to the college, the nursing department, the nursing profession, and to the community at large.

Scholarship to the College is demonstrated by:
1. Commitment to the college mission.
2. Representing the college in a moral, legal, and ethical manner.
3. Serving on college committees.
4. Attending committee meetings.
5. Attendance at Division Meetings.

Scholarship to the Nursing Profession is demonstrated by:
1. Membership in a professional organization.
2. Attendance at ACEN conference every 2 years as budget allows. This will be rotated among faculty.
3. Professional development
4. Licensure requirement for continuing education.
5. Represents the profession in a moral, legal, and ethical manner.
6. Serves on professional committees within VCCS, state, or national level.

Scholarship to the Nursing Education Unit is demonstrated by:
1. Attendance and participation at Faculty/Staff Meetings.
2. Support of the Nursing Department’s mission, philosophy, and goals.
3. Contribution to the achievement of Nursing Program outcomes.
4. Responsible for accreditation processes.
5. Promotion of student success.
6. Ownership of curriculum.
7. Contributes to program evaluation and supports necessary changes.
8. Mentoring of part-time faculty.
9. Represents the Nursing Department in a moral, ethical, and legal manner.
10. Continue life-long learning by integrating evidenced-based practice to enhance student learning outcomes.

Scholarship to the Community is demonstrated by:
1. Researches changing community needs.
2. Involvement in community activities and marketing for potential students.
3. Focus groups with leadership at agencies providing clinical experiences for the nursing students.
4. Exhibiting professionalism in conversations, activities, and involvement with the community at large.
5. Developing partnerships with agencies for possible clinical experiences for nursing students.
6. Faculty Meetings

All Faculty and Staff are encouraged to attend the following:

- Faculty meetings held monthly during the Fall and Spring semesters.
- Division meetings held monthly during the Fall and Spring semesters.
- Part-time faculty meetings are held one time per month during the Fall and Spring semester.

Curriculum Advisory Committee (CAC)

Purpose
Ongoing and rapid changes in health care, nursing, government, and technology underpin the need for communication and collaboration between nursing education programs and the community they serve. This advisory board provides insight into trends affecting nursing practice, nursing job development and job placement. It also assists in evaluation of program effectiveness, program advocacy and promotion, and support of the nursing program.

The advisory board role is purely advisory. The board has no administrative, management, personnel, or budgetary authority or responsibility, and is not a policy making body. The sole function is to provide support and advice for the nursing education program.

Membership

The membership of the advisory board is representative of the community and employment market served by the program as well as the nursing education program. It is composed primarily of individuals in the community and employment market.

Activities

The advisory board offers recommendations

- in the development of short and long range plans
- regarding existing and future curriculum content
- to assist in public relations
- regarding other matters as needed

The CAC meets via distance with the Middletown and Fauquier campus twice a year (spring and fall).
**Pinning and Graduation Ceremonies**

The pinning ceremony is held mid-May on each campus. Graduation is held at the end of spring semester.

All full time faculty are required to attend the pinning and graduation ceremonies. All part-time faculty are encouraged to attend the pinning and graduation ceremonies.

**Nursing Student Records**

Confidential student records are kept for three years in a secured, locked cabinet in a locked room.

**Non-Staff Faculty**

Carol Williams  
Administrative Office Assistant III  
540-868-7075  
Office 137

Kelsey Owens  
Education Support Specialist  
kowens@lfcc.edu  
540-868-7018  
Office 124

**Faculty and Staff**

Faculty and Staff for the AAS nursing program are considered full- and part-time employees.

Faculty and Staff are responsible to maintain and update the following:  
Unencumbered RN license  
American Heart Association Healthcare Provider CPR  
Immunizations: TB, Flu, Hepatitis B, MMR, Tdap, and Varicella
Full-time Faculty

Patricia Lawson, MSN, RN
Dean of Health Professions
plawson@lfcc.edu
540-868-7098
Office 135

LaDonna Williams, DNP, RN
Program Lead and Clinical Coordinator Middletown Campus
Associate Professor of Nursing
lwilliams@lfcc.edu
540-868-7077
Office 110

Amanda Brooks, DNP, RN, FNP-BC
Professor of Nursing
Program Lead and Clinical Coordinator Fauquier Campus
abrooks@lfcc.edu
540-351-1566
Office 224E

Jill Hodgson, MSN, RN
Associate Professor of Nursing
jhodgson@lfcc.edu
540-
Office 224D-1

Beth Pippin, MSN, RN, FNP-BC
Professor of Nursing
bpippin@lfcc.edu
540-868-7158
Office 106

Elizabeth Marshall, MSN, RN
Associate Professor of Nursing
emarshall@lfcc.edu
540-868-7091
Office 111
Appendix A Full-time Faculty Position Description

<table>
<thead>
<tr>
<th>Employee Name:</th>
<th>Faculty Position Description</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Position Title:</td>
<td>Nursing Faculty</td>
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<tr>
<td>Location:</td>
<td>X Middletown  X Fauquier □ Luray-Page County Center □ Vint Hill</td>
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<tr>
<td>Supervisor’s Title:</td>
<td>Dean of Health Professions</td>
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**POSITION:** (Briefly state the chief objective of this position)

This is a full time faculty position in the Nursing Program. This position may require teaching in each of the Nursing Programs at Lord Fairfax Community College (LFCC), which include ADN, PN, and the CNA programs.

**GENERAL DESCRIPTION OF RESPONSIBILITIES:** State the duties and tasks performed to fulfill the objective of the position. State the MOST IMPORTANT duty first and finish with the LEAST IMPORTANT duty. Calculate the percent that each duty requires of total working time. Percentages need to total 100%.

<table>
<thead>
<tr>
<th>% of Total Working Time</th>
<th>Work Tasks and Duties</th>
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Updated 9/12/17
Typical loads for fulltime faculty at LFCC are normally 15 credit hours per semester with 10 office hours required each week. This position will participate in academic advising of current students in the programs and counsel students interested in applying. Responsibilities of this position will also include monthly information sessions, curriculum development, and assisting with program assessment as mandated by the VBON and LFCC. Faculty members are required to work to help further the goals of LFCC and the Nursing Program and support policies and procedures dictated by the Virginia Community College Systems. Teaching schedules may include day, evening, weekend, on and off-campus, distance learning, web delivery, and instructional laboratory and clinical assignments. Faculty members will also be required to use state-of-the-art classroom teaching technologies.

QUALIFICATIONS (STATE THE MINIMUM KNOWLEDGE, SKILLS, ABILITIES AND EDUCATION NEEDED FOR ENTRY INTO THE POSITION.

Examples: Master’s degree in higher education administration, or related field; Counseling experience in a community college; Knowledge of an academic discipline to evaluate teaching at collegiate level.

Master of Science in Nursing
Current unrestricted RN license in Virginia
One to two years of clinical experience
One to two years of teaching experience
Experience with recruiting, retaining, advising, and counseling students

QUALIFYING CRITERIA FOR RECRUITMENT, including required and preferred.

Examples: Master’s required; PhD preferred. Knowledge of current theory and practice of the teaching/learning process, particularly in the area of faculty professional development. Community college administrative and teaching experience, preferred. Senior level management experience, required. Experience in both counseling and student support services, preferred.
REQUIRED CRITERIA:

Master of Science in Nursing
Current unrestricted RN license in Virginia
One to two years of clinical experience
One to two years of teaching experience
Experience with recruiting, retaining, advising, and counseling students
Excellent communication skills
Effective teaching techniques adaptable to a variety of learning styles
Experience with blackboard or other online delivery technologies
Experience with simulation models and scenarios in a nursing program
Ability to be a team player
Willingness to support the institution, division, and program goals to contribute to the success of the Nursing Programs

PREFERRED CRITERIA:

Doctoral degree preferred.
Separation of duty, as a computer security principle, has as its primary objective the prevention of fraud and errors. This objective is achieved by disseminating the tasks and associated privileges for a specific business process among multiple users.

An example would be budgetary actions or eVA requests and approvals. The personnel that share responsibilities for the ‘check and balance’ would be listed.

List the specific job duties of this position that are shared and the personnel that share separation of duties job tasks.

<table>
<thead>
<tr>
<th>Job Task Description</th>
<th>Name of Personnel (shared responsibility)</th>
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<th>EMPLOYEE'S SIGNATURE:</th>
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<th>SUPERVISOR SIGNATURE:</th>
<th>Title:</th>
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Appendix B Part-time Position Description

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<th>Employee Name:</th>
<th>Date:</th>
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<tbody>
<tr>
<td>Position Title:</td>
<td>Position Number:</td>
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<tr>
<td>Part-time Nursing Faculty</td>
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<tr>
<td>Location:</td>
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<tr>
<td>X Middletown</td>
<td>X Fauquier</td>
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<td>□ Luray-Page County Center</td>
<td>□ Vint Hill</td>
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<tr>
<td>Supervisor’s Title:</td>
<td>Supervisor’s Position Number:</td>
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<tr>
<td>Program Lead</td>
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**POSITION: (Briefly state the chief objective of this position)**

This is a part-time position in the Nursing Program. This position may require lab or clinical in each of the Nursing Programs at Lord Fairfax Community college (LFCC), which include AAS, PN, and the CNA programs.

**GENERAL DESCRIPTION OF RESPONSIBILITIES:** State the duties and tasks performed to fulfill the objective of the position. State the MOST IMPORTANT duty first and finish with the LEAST IMPORTANT duty. Calculate the percent that each duty requires of total working time. Percentages need to total 100%.

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<th>% of Total Working Time</th>
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The part-time nursing position will require the individual to work lab and/or clinical hours, assist in lab and/or clinical at either campus. There are no mandated minimum hours however part-time positions will not be required to work more than 29 hours per week as mandated by the state. Schedules may include day, evening, weekend, on or off campus, lab and/or clinical sites.

The part-time member will promote the mission, vision, and philosophy of LFCC and the AAS nursing program. The part-time member will be required to follow the policies and procedures of the AAS Nursing Program, Virginia Board of Nursing, and the Virginia Community College System, as dictated by the state.

The part-time member will be required to collaborate with full-time faculty members to ensure instruction uniformity, continuity of materials and expectations, and ensure application of the lab and/or outcomes are achieved to support the program outcomes.

QUALIFICATIONS (STATE THE MINIMUM KNOWLEDGE, SKILLS, ABILITIES AND EDUCATION NEEDED FOR ENTRY INTO THE POSITION.
Examples: Master’s degree in higher education administration, or related field; Counseling experience in a community college; Knowledge of an academic discipline to evaluate teaching at collegiate level.

Bachelor of Science in Nursing
Current unrestricted RN license in Virginia
Two years of clinical experience

QUALIFYING CRITERIA FOR RECRUITMENT, including required and preferred.
Examples: Master’s required; PhD preferred. Knowledge of current theory and practice of the teaching/learning process, particularly in the area of faculty professional development. Community college administrative and teaching experience, preferred. Senior level management experience, required. Experience in both counseling and student support services, preferred.
**REQUIRED CRITERIA:**

Bachelor of Science in Nursing  
Current unrestricted RN license in Virginia  
Two years of clinical experience  
Excellent communication skills  
Effective teaching techniques adaptable to a variety of learning styles  
Experience with blackboard or other online delivery technologies  
Experience with simulation models and scenarios in a nursing program  
Ability to be a team player  
Willingness to support the institution, division, and program goals to contribute to the success of the Nursing Programs

**PREFERRED CRITERIA:**

Masters of Science in Nursing
Separation of duty, as a computer security principle, has as its primary objective the prevention of fraud and errors. This objective is achieved by disseminating the tasks and associated privileges for a specific business process among multiple users.

An example would be budgetary actions or eVA requests and approvals. The personnel that share responsibilities for the 'check and balance' would be listed.

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