

its stated philosophy, objectives, and purposes; number and size of classes admitted annually; experience and preparation of the faculty; and the number of community health agencies used in the program as well as their location.

(2) **GENERAL QUALIFICATIONS.** (a) Qualifications of each nurse faculty member shall be relevant to his clinical and/or functional area of responsibility.

(b) Preparation shall be related to the type program in which the faculty member will function.

(c) He shall maintain expertness in his clinical and/or functional area of specialization.

(d) He shall hold a current certificate to practice as a registered nurse in Wisconsin.

(3) **MINIMUM NURSING FACULTY.** It shall include a qualified educational administrator and instructors in nursing fundamentals, medical, surgical, obstetric, pediatric, and psychiatric nursing. If a program draws upon an associate unit to achieve program objectives the faculty may be reduced accordingly. At least 50% of the faculty shall have full approval from the board.

(4) **QUALIFICATIONS ON AND AFTER JULY 1, 1970.** New appointees shall meet the following qualifications:

(a) *Educational administrator.* Educational administrator shall have a master's degree in nursing with content in administration, or a master's degree and academic preparation in educational administration, curriculum development, teaching, educational principles, guidance and counseling, and research. He shall have a minimum of 5 years of recent professional experience, 2 of which shall have been in directing or assisting to direct an educational program in nursing.

(b) *Instructor.* Instructor shall have a baccalaureate degree and content in educational principles, teaching, curriculum development, and guidance and counseling. The instructor shall have a minimum of 2 years of recent professional experience, one of which was in teaching.

(c) *Assistant instructor.* The diploma or associate degree graduate shall have a minimum of 60 semester hours of credit in a college or university exclusive of the credits earned as a part of the basic nursing program. All assistant instructors shall have content in educational principles, teaching, social science, and communications, and one year of professional nursing experience. He shall not be responsible for teaching a course.

(5) **QUALIFICATIONS ON AND AFTER JULY 1, 1975.** Faculty members appointed on or after July 1, 1975 shall have the following academic qualifications: (Until this date, the qualifications remain as outlined July 1, 1970.)

(a) *Instructor.* The instructor shall have a master's degree in a major nursing area or a master's degree with academic preparation in: educational principles, teaching, curriculum development, guidance and counseling.

(b) *Assistant instructor.* The assistant instructor shall have a baccalaureate degree, preferably in nursing; and content in educational principles and teaching.

(6) **EXCEPTIONS.** (a) A person without the enumerated qualifications may be appointed to the faculty and granted provisional approval. The appointee to the position of educational administrator or instructor shall have the prerequisite degree and at least one-half of the other specified qualifications plus current nursing practice. The assistant instructor shall have at least 30 semester hours of credit and one-half of the other specified qualifications plus current nursing practice.

(b) If the content enumerated under "qualifications" above can be obtained through institutes, extension courses and planned in-service education, and if such source of non-credit education is approved by the board, it may be submitted as meeting the specified requirement.

(c) Individuals holding provisional approval shall submit proof of unqualified admission to a college or university acceptable to the board and a plan for meeting the requirements for a degree.

(d) Individuals holding provisional approval shall complete at least 3 semester hours in the first academic year of appointment and 6 semester hours in each succeeding 12 months to retain faculty status.

(7) **FACULTY REQUIREMENT FOR NEW PROGRAMS.** The schedule for appointment of minimum faculty shall be:

(a) Associate degree and diploma.

1. One year before the admission of the first class the school shall have an educational administrator.

2. On admission of the first class the school shall have 4 instructors who meet requirements as prescribed in section N 2.02 (5) (a).

3. At the beginning of the second year the school shall have 6 instructors.

(b) Baccalaureate.

1. One year before the admission of the first class the school shall have an educational administrator.

2. One year before the admission of the first class to the academic major the school shall have 4 instructors who meet requirements as prescribed in section N 2.02 (5) (a).

3. On admission of the first class to the academic major the school shall have 6 instructors.

(8) **EVALUATION OF FACULTY RECORDS.** The educational administrator shall submit to the board the qualifications of faculty members for evaluation upon appointment. (a) Official college transcripts shall be attached to the faculty qualification record.

(b) There shall be on file in the school office complete records of qualifications and teaching load for each member.

(9) **RE-EVALUATION OF FACULTY RECORDS.** (a) The secretary shall re-evaluate the qualifications of the faculty of schools and associate units each July. Those without the required minimum faculty shall be notified that no new students shall be enrolled until an adequate faculty has been obtained.

(b) An adequate faculty is one in which no less than one-half of the minimum faculty have full approval.

(10) **CLERICAL ASSISTANCE.** The number of clerical assistants shall be determined by the number and types of programs and the size of the faculty. There shall be at least one full-time clerical assistant.

(11) **ORGANIZATION.** There shall be a faculty organization which meets regularly and functions in such a manner that all members cooperate to carry out the purposes of the school. (a) The faculty organization shall be concerned with:

1. The educational philosophy and purposes of the program.
2. The development, implementation, and evaluation of the program for fulfillment of the purposes.
3. Educational facilities and resources.
4. Methods of instruction.
5. The budget for the program.
6. Personnel policies and job descriptions for faculty.
7. Public relations.
8. Studies/research.
9. Student services.

(b) There shall be minutes of all faculty and committee meetings.

(c) In a vocational, technical and adult education system, a college, or a university, the faculty shall share in the responsibilities and participate in the activities of the total faculty of the institution.

**History:** Cr. Register, August, 1970, No. 176, eff. 9-1-70.

**N 2.03 Students.** (1) **ADMISSION, ATTENDANCE, PROMOTION, AND GRADUATION.** A statement of policy concerning student admission, attendance, promotion, and graduation requirements shall be set forth in writing and appear in at least one current official publication of the school. (a) *Admission.*

1. Policies for student selection shall be in accord with the philosophy and objectives of the school.

2. High school education. a. In a school preparing the registered nurse there shall be proof of high school graduation or its equivalent.

b. The high school transcript shall bear the signature of the principal or his authorized representative and either the seal of the school or a notarization.

(b) *Readmission.* The readmission shall be at the discretion of the educational administrator.

(c) *Admission by transfer.* 1. A student seeking admission through transfer from another program shall meet the standards for the regularly enrolled student.

2. The faculty determines the units of credit it deems acceptable for prior general education courses.

3. The educational plan by which the student will meet the nursing course requirements of the associate degree, or diploma program shall be submitted to the board for approval prior to admission.

4. The plan shall be outlined and include the school's curriculum, the courses accepted by transfer, scores obtained on examinations to establish units of credit, the courses and units of credit to be completed and the estimated date of graduation.

5. Official transcript(s) for nursing courses accepted by transfer, shall accompany the plan.

(d) *Graduation.* Graduation shall depend upon the satisfactory completion of the total general education and nursing requirements of the program.

(2) **HEALTH AND WELFARE.** (a) *Health.* 1. It shall be incumbent upon the school within its stated objectives to provide for student health and safety. There shall be written policies pertaining to health care which state the respective responsibilities of the school and student. These policies shall be acceptable to the board. Records shall be maintained to indicate how the objectives are being met.

2. A program for tuberculosis prevention and detection shall be in effect.

3. The health service shall be directed by a licensed physician and coordinated by a registered nurse.

(b) *Welfare.* The school shall provide a program designed to promote the personal development of each student. There shall be an organized orientation program, educational and personal guidance, assistance in meeting financial needs, and policies relative to student employment.

**History:** Cr. Register, August, 1970, No. 176, eff. 9-1-70.

**N 2.04 Curriculum for registered nurse program.** (1) **APPROVAL.** The curriculum of a school is subject to approval by the board prior to implementation. The board reserves the right to refuse approval to a curriculum which, although providing the 34 weeks of instruction and concurrent clinical nursing practice, does not, in its opinion, provide the students with minimal nursing skills for safe practice.

(2) **ORGANIZATION.** (a) The curriculum shall reflect the philosophy and objectives of the program and shall be flexible to meet both present and changing needs.

(b) The development, organization, and implementation of the curriculum shall be the responsibility of the faculty.

(c) The curriculum shall be organized to reflect the generally accepted pattern for each type of nursing program.

(d) The curriculum pattern shall show the placement of courses according to year and term, the relationship of theory to clinical laboratory practice, and the number of units allotted to theory and laboratory in each term.

(3) **TYPES OF NURSING PROGRAMS.** Three types of programs prepare graduates for admission to the state board examination for certification as a registered nurse:

(a) Associate degree programs

(b) Diploma programs

(c) Baccalaureate degree programs

(4) **CURRICULUM COMPONENTS.** The curriculum for the preparation of the nurse shall include content from: (a) *Area of scientific understanding.*

1. Biological and physical sciences: Anatomy and physiology, microbiology, genetics, chemistry, physics, and pharmacology shall be included.

2. Positive health concepts: growth and development, nutrition, safety, preventive medicine and rehabilitation shall be included.

(b) *Area of human and cultural understanding.* 1. Communication skills: there shall be emphasis on the technics of listening, conversing, reading, writing and observing.

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