



## **BOARD OF NURSING**

**Room 121A, 1400 East Washington Avenue, Madison**  
**Contact: Dan Williams (608) 266-2112**  
**August 13, 2015**

*Notice: The following agenda describes the issues that the Board plans to consider at the meeting. At the time of the meeting, items may be removed from the agenda. Please consult the meeting minutes for a description of actions and deliberation of the Board.*

**8:00 A.M.**

### **AGENDA**

#### **CALL TO ORDER – ROLL CALL – OPEN SESSION**

- A. Adoption of the Agenda (1-3)**
- B. Approval of the Minutes of July 9, 2015 (4-11)**
- C. Administrative Matters – Discussion and Consideration**
  - 1) Staff Updates
  - 2) Board Member – Term Expiration Date
    - a. Paul Abegglen – 7/1/2019
    - b. Jodi Johnson – 7/1/2019
    - c. Maria Joseph – 7/1/2013
    - d. Sheryl Krause – 7/1/ 2018
    - e. Jeffrey Miller – 7/1/2016
    - f. Peter Kallio – 7/1/ 2018
    - g. Lillian Nolan – 7/1/2019
    - h. Luann Skarlupka – 7/1/2017
    - i. Cheryl Streeter – 7/1/2017
- D. Education and Examination Matters – Discussion and Consideration**
  - 1) Silver Lake College of the Holy Family Request for Authorization to Plan a School of Nursing **(12-33)**
- E. Legislative and Administrative Rule Matters – Discussion and Consideration**
  - 1) Update on Legislation and Pending or Possible Rulemaking Projects
- F. Speaking Engagement(s), Travel, or Public Relations Request(s) – Discussion and Consideration**
- G. Discussion and Consideration of Items Received After Preparation of the Agenda**
  - 1) Introductions, Announcements, and Recognition
  - 2) Election of Board Officers
  - 3) Appointment of Board Liaison(s)
  - 4) Informational Item(s)
  - 5) Division of Legal Services and Compliance Matters

- 6) Education and Examination Matters
- 7) Credentialing Matters
- 8) Practice Matters
- 9) Legislation / Administrative Rule Matters
- 10) Liaison Report(s)
- 11) Presentations of Petition(s) for Summary Suspension
- 12) Presentation of Proposed Stipulation(s), Final Decision(s) and Order(s)
- 13) Presentation of Final Decision and Order(s)
- 14) Speaking Engagement(s), Travel, or Public Relations Request(s)

H. Public Comments

**CONVENE TO CLOSED SESSION to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85(1)(b), Stats.); to consider closing disciplinary investigations with administrative warnings (ss. 19.85 (1)(b), and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and to confer with legal counsel (s. 19.85(1)(g), Stats.).**

I. **Deliberation on Division of Legal Services and Compliance (DLSC) Matters**

1) **Monitoring (34-167)**

- a. **APPEARANCE** – Laura Manriquez, L.P.N. – Requesting Modifications **(37-85)**
- b. Karen Costigan, R.N. – Requesting Modification **(86-107)**
- c. Vyacheslav Dubrovsky, R.N. – Requesting Interruption in Testing **(108-140)**
- d. Daniel Peters, R.N. – Requesting Full Licensure **(141-156)**
- e. Kristin Hewitt, R.N. – Request to Surrender License **(157-167)**

2) **Attorney Amanda Florek**

a. *Proposed Stipulations, Final Decisions and Orders*

1. 14 NUR 249 (S.A.J.) **(168-174)**
2. 14 NUR 490 (S.L.L.) **(175-182)**
3. 15 NUR 089 (J.A.D.) **(183-189)**
4. 15 NUR 190 (M.J.D.) **(190-196)**
5. 15 NUR 229 (N.A.K.) **(197-202)**
6. 15 NUR 269 (S.L.H.) **(203-208)**

3) **Attorney Kim Kluck**

a. *Proposed Stipulations, Final Decisions and Orders*

1. 14 NUR 025 (S.N.S.) **(209-215)**
2. 14 NUR 446 (J.B.F.) **(216-222)**
3. 15 NUR 029 (M.G.V.) **(223-229)**
4. 15 NUR 069 (L.L.) **(230-235)**
5. 15 NUR 278 (A.L.W.) **(236-241)**
6. 15 NUR 285 (L.A.D.) **(242-247)**

4) **Case Closures**

J. **Deliberation of Proposed Final Decision(s) and Order(s) in the Matter(s) of Disciplinary Proceedings Against:**

- 1) Nickea Connolly, R.N., Respondent (DHA case # SPS-15-0021)(DLSC case # 14 NUR 196) **(248-311)**
- 2) Frederick B. Gilhams, R.N., Respondent (DHA case # SPS-15-0046)(DLSC case # 13 NUR 128) **(312-320)**
- 3) Kristine P. Roseki, L.P.N., Respondent (DHA case # SPS-15-0016)(DLSC case # 14 NUR 049) **(321-372)**

**K. Order(s) Fixing Costs in the Matter of Disciplinary Proceedings Against:**

- 1) Nancy Brenden, R.N., Respondent (ORDER0004108)(DHA Case # SPS-14-0085)(DLSC Case # 14 NUR 003) **(373-384)**
- 2) Terri S. Gratz, R.N., Respondent (ORDER0004132)(DHA Case # SPS-15-0038)(DLSC Case # 13 NUR 548) **(385-390)**
- 3) Cheryl Smokowicz Salceda, R.N., Respondent (ORDER0003025)(DHA Case # SPS-12-0079)(DLSC Case #10 NUR 239) **(391-398)**
- 4) Catherine Stuempges, R.N., Respondent (ORDER0004142)(DHA Case # SPS-15-0037)(DLSC Case # 14 NUR 407) **(399-404)**

**L. Deliberation of Credentialing Matters**

- 1) Philip Jacobs – Termination Review **(405-410)**
- 2) Andrew Mittag – Conviction Review **(411-493)**
- 3) Cherilyn Mooney – Discipline Review **(494-514)**

**M. Deliberation of Items Received After Preparation of the Agenda**

- 1) Professional Assistance Procedure (PAP) Matters
- 2) Division of Legal Services and Compliance Matters
- 3) Monitoring Matters
- 4) Credentialing Matters
- 5) Education and Examination Matters
- 6) Administrative Warnings
- 7) Review of Administrative Warnings
- 8) Proposed Stipulations, Final Decisions and Orders
- 9) Proposed Final Decisions and Orders
- 10) Orders Fixing Costs/Matters Related to Costs
- 11) Petitions for Summary Suspension
- 12) Petitions for Designation of Hearing Examiner
- 13) Petitions for Re-hearings
- 14) Appearances from Requests Received or Renewed
- 15) Motions

**N. Consult with Legal Counsel**

**RECONVENE INTO OPEN SESSION IMMEDIATELY FOLLOWING CLOSED SESSION**

Voting on Items Considered or Deliberated on in Closed Session, If Voting is Appropriate

**O. Board Meeting Process (Time Allocation, Agenda Items) – Discussion and Consideration**

**P. Board Strategic Planning and its Mission, Vision, and Values – Discussion and Consideration**

**ADJOURNMENT**

The next scheduled meeting is October 8, 2015.

**BOARD OF NURSING  
MEETING MINUTES  
July 9, 2015**

**PRESENT:** Paul Abegglen, Jodi Johnson, Maria Joseph, Peter Kallio, Sheryl Krause, Jeffrey Miller, Lillian Nolan, Luann Skarlupka, Cheryl Streeter

**STAFF:** Dan Williams, Executive Director; Nilajah Madison-Head, Bureau Assistant; and other DSPS Staff

**CALL TO ORDER**

Jeffrey Miller called the meeting to order at 8:03 a.m. A quorum of nine (9) members was confirmed.

**ADOPTION OF THE AGENDA**

**MOTION:** Sheryl Krause moved, seconded by Luann Skarlupka, to adopt the agenda as published. Motion carried unanimously.

**APPROVAL OF MINUTES OF JUNE 11, 2015**

**MOTION:** Peter Kallio moved, seconded by Maria Joseph, to approve the minutes of June 11, 2015 as published. Motion carried unanimously.

**PUBLIC HEARING ON PROPOSED NURSE LICENSURE COMPACT**

**MOTION:** Peter Kallio moved, seconded by Luann Skarlupka, to acknowledge and thank Gina Dennik-Champion from the Wisconsin Nurses Association for her appearance before the Board. Motion carried unanimously.

**MOTION:** Luann Skarlupka moved, seconded by Maria Joseph, to acknowledge and thank Steve Rush from the Wisconsin Hospital Association for his appearance before the Board. Motion carried unanimously.

**MOTION:** Luann Skarlupka moved, seconded by Peter Kallio, to acknowledge and thank Debra Jenks from the MSOE School of Nursing for her appearance before the Board. Motion carried unanimously.

**MOTION:** Luann Skarlupka moved, seconded by Maria Joseph, to acknowledge and thank Elizabeth Markham from Herzing University for her appearance before the Board. Motion carried unanimously.

## ADMINISTRATIVE MATTERS

### Appointment of Liaisons and Screening Panel

2015 LIAISON APPOINTMENTS	
<b>Board Practice Liaison(s)</b>	Paul Abegglen <i>Alternate: Sheryl Krause</i>
<b>Board Education Liaison(s)</b>	Sheryl Krause <i>Alternate: Jodi Johnson</i>
<b>DLSC Liaison (PAP)</b>	Jeffrey Miller <i>Alternate: Cheryl Streeter</i>
<b>DLSC Liaison (Monitoring)</b>	Paul Abegglen <i>Alternate: Jeffrey Miller</i>
<b>Credentialing Liaison</b>	Paul Abegglen <i>Alternate: Peter Kallio</i>
<b>Legislative Liaison</b>	Jeffrey Miller
<b>Newsletter Liaison</b>	Lillian Nolan

2015 SCREENING PANEL APPOINTMENTS	
<b>August 2015-January 2016</b>	Jodi Johnson, Lillian Nolan, Paul Abegglen,

**MOTION:** Maria Joseph moved, seconded by Luann Skarlupka, to acknowledge the Chair's appointment of Liaisons and Screening Panel members. Motion carried unanimously.

## EDUCATION AND EXAMINATION MATTERS

### Americare School of Nursing Request for Authorization to Plan

**MOTION:** Cheryl Streeter moved, seconded by Jodi Johnson, to approve the request of Americare School of Nursing for authorization to plan a Nursing School. Motion carried unanimously.

## LEGISLATIVE AND ADMINISTRATIVE RULE MATTERS

### Draft of N 7 Relating of Grounds for Denying a Credential

**MOTION:** Peter Kallio moved, seconded by Jodi Johnson, to authorize the Chair to approve the revision of N 7 relating to grounds for denying a credential for posting of economic impact comments and submission to the Clearinghouse. Motion carried unanimously.

### Scope N 8 Relating to Pharmacology Hours, CE and Prescribing for Treatment of ADD/ADHD

**MOTION:** Paul Abegglen moved, seconded by Maria Joseph, to approve the amended Scope Statement on N 8 relating to Pharmacology hours, continuing education (CE) and prescribing for treatment of attention deficit disorder (ADD) and attention deficit hyperactivity disorder (ADHD) for submission to the Governor's Office and publication, and to authorize the Chair to approve the scope for implementation no less than 10 days after publication. Motion carried unanimously.

## PRESENTATION ON PETITION FOR SUMMARY SUSPENSION AND ORDER FOR DESIGNATION OF HEARING OFFICIAL

### 15 NUR 276 – Nicole A. Hunt, R.N.

*(Jeffrey Miller recused himself and left the room for the presentation on the matter concerning Nicole A. Hunt, R.N., Respondent, DLSC case number 15 NUR 276.)*

## CLOSED SESSION

**MOTION:** Luann Skarlupka moved, seconded by Peter Kallio, to convene to closed session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.); to consider licensure or certification of individuals (s. 19.85 (1)(b), Stats.); to consider closing disciplinary investigation with administrative warning (ss.19.85(1)(b), Stats. and 440.205, Stats.); to consider individual histories or disciplinary data (s. 19.85 (1)(f), Stats.); and, to confer with legal counsel (s.19.85(1)(g), Stats.). Jeffrey Miller, Chair, read the language of the motion. The vote of each member was ascertained by voice vote. Roll Call Vote: Paul Abegglen-yes; Jodi Johnson-yes; Maria Joseph-yes; Peter Kallio-yes; Sheryl Krause-yes; Jeffrey Miller-yes; Lillian Nolan-yes; Luann Skarlupka-yes; and Cheryl Streeter-yes. Motion carried unanimously.

The Board convened into Closed Session at 9:29 a.m.

### RECONVENE TO OPEN SESSION

**MOTION:** Lillian Nolan moved, seconded by Maria Joseph, to reconvene into open session. Motion carried unanimously.

The Board reconvened into Open Session at 1:32 p.m.

### VOTING ON ITEMS CONSIDERED OR DELIBERATED ON IN CLOSED SESSION

**MOTION:** Luann Skarlupka moved, seconded by Peter Kallio, to affirm all motions made in closed session. Motion carried unanimously.

### DIVISION OF LEGAL SERVICES AND COMPLIANCE (DLSC) MATTERS

#### Monitoring Matters

##### *APPEARANCE – Jill Gustafson, R.N. – Requesting Full Licensure*

**MOTION:** Cheryl Streeter moved, seconded by Lillian Nolan, to deny the request of Jill Gustafson, R.N. for full licensure. **Reason for Denial:** Failure to demonstrate continuous and successful compliance (i.e. Check-Ins and Screens). Respondent needs to fully comply with the complete terms and conditions of the original Board Order (05/06/2010). Motion carried unanimously.

##### *Cassandra Conrath Bellin, R.N. – Requesting Modifications*

**MOTION:** Sheryl Krause moved, seconded by Lillian Nolan, to deny the request of Cassandra Conrath Bellin, R.N. for a reduction in AA/NA meetings, a reduction of drug and alcohol tests, and access to controlled substances. **Reason for Denial:** Failure to demonstrate continuous and successful compliance under the terms of the Board Order (01/26/2012). Motion carried unanimously.

##### *Christine Hamilton, R.N. – Requesting Modifications*

**MOTION:** Lillian Nolan moved, seconded by Sheryl Krause, to grant the request of Christine Hamilton, R.N. for reduction of drug tests to 14 per year and one annual hair test. Motion carried unanimously.

##### *Julie Harley, L.P.N. – Requesting Modifications*

**MOTION:** Peter Kallio moved, seconded by Paul Abegglen, to deny the request of Julie Harley, L.P.N. for reduction of drug and alcohol tests. **Reason for Denial:** Failure to demonstrate continuous and successful compliance. Respondent needs to fully comply with the complete terms and conditions of the original Board Order (12/19/2013). Motion carried unanimously.

***Kristin Hewitt, R.N. – Request to Accept Surrender***

**MOTION:** Lillian Nolan moved, seconded by Peter Kallio, to table the request of Kristin Hewitt, R.N for the surrender of her Registered Nurse License. Motion carried unanimously.

***Nick Kanetzke, R.N. – Requesting Modifications***

**MOTION:** Peter Kallio moved, seconded by Sheryl Krause, to grant the request of Nick Kanetzke, R.N. for reduction of drug and alcohol tests to 26 per year and one annual hair. Motion carried unanimously.

***Patricia Pokallus, R.N. – Requesting Modifications***

**MOTION:** Luann Skarlupka moved, seconded by Cheryl Streeter, to deny the request of Patricia Pokallus, R.N. for a reduction of drug and alcohol tests and access to controlled substances. **Reason for Denial:** Failure to demonstrate continuous and successful compliance under the terms of the board Order (05/09/2013). Motion carried unanimously.

***Kathleen Preston, L.P.N. – Requesting Modifications***

**MOTION:** Sheryl Krause moved, seconded by Cheryl Streeter, to grant the request of Kathleen Preston, L.P.N. for a reduction of drug and alcohol tests to 10 per year and one annual hair test and a reduction in AA/NA meetings to once per week. Motion carried unanimously.

**DLSC Attorney Amanda Florek**

***Proposed Stipulations, Final Decisions and Orders***

**MOTION:** Peter Kallio moved, seconded by Cheryl Streeter, to adopt the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 14 NUR 382 (L.A.B.)
2. 14 NUR 640 (T.H.A.)
3. 15 NUR 023 (T.C.M.)
4. 15 NUR 083 (A.J.G.)
5. 15 NUR 208 (J.L.T.)
6. 15 NUR 223 (J.C.A.)

Motion carried unanimously.

***Administrative Warnings***

***15NUR 170– H.B.D.G.***

**MOTION:** Paul Abegglen moved, seconded by Sheryl Krause, to issue an Administrative Warning in the matter of 15 NUR 170 (H.B.D.G.). Motion carried unanimously.

**DLSC Attorney Kim Kluck**

***Proposed Stipulations, Final Decisions and Orders***

**MOTION:** Cheryl Streeter moved, seconded by Maria Joseph, to accept the Findings of Fact, Conclusions of Law and Order in the matter of disciplinary proceedings against:

1. 13 NUR 422 (A.J.B.)
2. 14 NUR 152 (J.A.J.)
3. 14 NUR 191 (L.S.)
4. 14 NUR 279 (S.M.K.)
5. 14 NUR 421 (N.L.D.)
6. 14 NUR 568 (B.J.M.)
7. 15 NUR 135 (S.M.C.)
8. 15 NUR 139 (T.M.S.)
9. 15 NUR 161 (M.L.G.)
10. 15 NUR 212 (V.M.M.)

Motion carried unanimously.

**Case Closures**

**MOTION:** Lillian Nolan moved, seconded by Sheryl Krause, to close the DLSC cases for the reasons outlined below:

1. 15 NUR 281 – Prosecutorial Discretion (P7)
2. 15 NUR 307 – Insufficient Evidence (IE)
3. 15 NUR 240 – Prosecutorial Discretion (P2)
4. 14 NUR 496 – Insufficient Evidence (IE)
5. 15 NUR 230 – Prosecutorial Discretion (P2)
6. 13 NUR 534 – Insufficient Evidence (IE)
7. 14 NUR 344 – Prosecutorial Discretion (P3)
8. 15 NUR 123 – No Violation (NV)
9. 14 NUR 526 – Insufficient Evidence (IE)
10. 14 NUR 505 – Insufficient Evidence (IE)
11. 15 NUR 090 – Prosecutorial Discretion (P5-Flag)
12. 14 NUR 735 – Insufficient Evidence (IE)
13. 14 NUR 232 – Prosecutorial Discretion (P2)

Motion carried unanimously.

**DELIBERATION ON PETITION FOR SUMMARY SUSPENSION AND ORDER FOR DESIGNATION OF HEARING OFFICIAL**

**15 NUR 276 – Nicole A. Hunt, R.N.**

**MOTION:** Cheryl Streeter moved, seconded by Peter Kallio, to find that notice was given to Nicole A. Hunt, R.N., Respondent, DLSC case number 15 NUR 276, of the Summary Suspension proceedings pursuant to Wis. Admin. Code §§ SPS 6.05 and 6.06. Motion carried. Recused: Jeffrey Miller

**MOTION:** Cheryl Streeter moved, seconded by Peter Kallio, to find probable cause to believe that Nicole A. Hunt, R.N., Respondent, has engaged in or is likely to engage in conduct such that the public health, safety, or welfare imperatively requires emergency suspension of the Respondent's license and to issue the Order of Summary Suspension in the matter of disciplinary proceedings against Respondent, DLSC case number 15 NUR 276, pursuant to Wis. Admin Code § 6.06. Motion carried. Recused: Jeffrey Miller

**MOTION:** Cheryl Streeter moved, seconded by Peter Kallio, to designate a Hearing Official for any hearing to show cause in the matter of the Summary Suspension of Nicole A. Hunt, R.N., Respondent, DLSC case number 15 NUR 276, pursuant to Wis. Admin. Code §§ SPS 6.09 and 6.11. Motion carried. Recused: Jeffrey Miller

**MOTION:** Cheryl Streeter moved, seconded by Peter Kallio, to authorize the Vice Chair as having the authority to act on behalf of the Board to review, approve, and sign the Summary Suspension Order and Order Designating Hearing Official in the matter of the Summary Suspension of Nicole A. Hunt, R.N., Respondent, DLSC case number 15 NUR 276. Motion carried. Recused: Jeffrey Miller

*(Jeffrey Miller recused himself and left the room for deliberation, and voting in the matter concerning Nicole A. Hunt, R.N., Respondent, DLSC case number 15 NUR 276.)*

#### **PROPOSED FINAL DECISION(S) AND ORDER(S)**

##### **Catherine Stuempges, R.N. (DHA Case # SPS-15-0037)(DLSC Case # 14 NUR 407)**

**MOTION:** Paul Abegglen moved, seconded by Luann Skarlupka, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Catherine Stuempges, R.N., Respondent (DHA Case # SPS-15-0037)(DLSC Case # 14 NUR 407). Motion carried. Recused: Jeffrey Miller

*(Jeffrey Miller recused himself and left the room for deliberation, and voting in the matter concerning Catherine Stuempges, R.N., Respondent (DHA Case # SPS-15-0037)(DLSC Case # 14 NUR 407).)*

##### **Terri S. Gratz, R.N. (DHA Case # SPS-15-0038)(DLSC Case # 13 NUR 548)**

**MOTION:** Lillian Nolan moved, seconded by Cheryl Streeter, to adopt the Findings of Fact, Conclusions of Law, and Proposed Decision and Order in the matter of disciplinary proceedings against Terri S. Gratz, R.N., Respondent (DHA Case # SPS-15-0038)(DLSC Case # 13 NUR 548). Motion carried. Recused: Jeffrey Miller

*(Jeffrey Miller recused himself and left the room for deliberation, and voting in the matter concerning Terri S. Gratz, R.N., Respondent (DHA Case # SPS-15-0038)(DLSC Case # 13 NUR 548).)*

## ORDER FIXING COSTS

### Eric L. Nielsen, R.N. (ORDER0003901)(DHA Case # SPS-14-0047)(DLSC Case # 12 NUR 368)

**MOTION:** Peter Kallio moved, seconded by Luann Skarlupka, to adopt the Order Fixing Costs in the matter of disciplinary proceedings against Eric L. Nielsen, R.N. (ORDER0003901)(DHA Case # SPS-14-0047)(DLSC Case # 12 NUR 368). Motion carried unanimously.

## DELIBERATION OF CREDENTIALING MATTERS

### Nicole Clark – Conviction Review

**MOTION:** Cheryl Streeter moved, seconded by Peter Kallio, to issue an intent to deny the Registered Nurse application of Nicole Clark. **Reason for Intent to Deny:** Denial of full licensure per Wis. Stat. § 441.07 and Wis. Admin. Code § N 2.10(1)(b). Motion carried unanimously.

### Stacy Rutsch – Conviction Review

**MOTION:** Luann Skarlupka moved, seconded by Cheryl Streeter, to deny the Registered Nurse application of Stacy Rutsch, for **Reason for Denial:** Denial of full licensure per Wis. Stat. § 441.07 and Wis. Admin. Code §N 2.10(1)(b). Motion carried unanimously.

### Christal Shaut – Discipline and Conviction Review

**MOTION:** Sheryl Krause moved, seconded by Luann Skarlupka, to deny the Licensed Practical Nurse application of Christal Shaut, for **Reason for Denial:** Failure to comply with the Board Order (6/04/2009). Denial of full licensure per Wis. Stat. §§ 441.07 and 440.22(3) and Wis. Admin. Code §N 7.03(1)(g). Motion carried unanimously.

## ADJOURNMENT

**MOTION:** Paul Abegglen moved, seconded by Luann Skarlupka, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 1:48 p.m.

# Wisconsin Department of Safety and Professional Services

Mail To: P.O. Box 8366  
Madison, WI 53708-8366

FAX #: (608) 266-2602  
Phone #: (608) 266-2112

1400 E. Washington Avenue  
Madison, WI 53703

E-Mail: [web@dps.wi.gov](mailto:web@dps.wi.gov)  
Website: <http://dps.wi.gov>

## BOARD OF NURSING

### APPLICATION FOR AUTHORIZATION TO PLAN A SCHOOL OF NURSING

Wis. Admin. Code Chapter N 1.03 requires an institution planning to establish and conduct a school of nursing for professional nursing or practical nursing to submit an application including all of the following to the Board:

- (1) Name and address of controlling institution and evidence of accreditation status of controlling institution.
- (2) Statement of intent to establish a school of nursing, including the academic and licensure levels of all programs to be offered and the primary method of instruction.
- (3) Evidence of the availability of sufficient clinical facilities and resources.
- (4) Plans to recruit and employ a qualified educational administrator and qualified faculty.
- (5) Proposed timeline for planning and implementing the school and intended date of entry of the first class.

The Board shall make a decision on the application within two months of receipt of the completed application and will notify the controlling institution of the action taken on the application.

To apply, please submit the following to [dspsexaminationsoffice@wisconsin.gov](mailto:dspsexaminationsoffice@wisconsin.gov):

- (1) This completed and signed application form.
- (2) A written proposal addressing the five items above.

**Institution applying for authorization to plan a nursing school:**

Name of School: Silver Lake College of the Holy Family

Address: 2406 South Alverno Road

Manitowish WI 54220-9319

Nursing Program(s) (ADN, BSN, Other): BSN

Brianna Neuser  
Name of School Representative Submitting Proposal

Brianna Neuser  
Signature

920-686-6213  
Telephone Number

Coord. BSN Completion Program  
Title

7/27/2015  
Date

brianna.neuser@st.edu  
Email Address

Authorization to Plan a School of Nursing

Silver Lake College of the Holy Family

June 30, 2015

Prepared by:  
Brianna Neuser, MSN, RN  
Assistant Dean & Chair, Department of Nursing

## I. PREFACE AND CONTEXT

Silver Lake College (SLC) of the Holy Family proposes to create a pre-licensure program leading to the Bachelor of Science Degree with a Major in Nursing. This four-year program beginning in the freshman year will primarily be delivered onsite. The program provides eligibility to take the National Council Licensure Examination (NCLEX) to be licensed as a Registered Nurse (RN) after completion of the program. The program will be offered at the SLC campus with clinical sites at affiliated health care institutions in Manitowoc and surrounding counties.

The Board of Trustees of Silver Lake College approved the program proposal on May 22, 2015. The new program is expected to take one year for creation and development, with an anticipated date of entry for the first class as fall 2016 (Appendix A).

SLC currently offers a BSN Completion program that is approved by the Wisconsin Board of Nursing and accredited by Commission on Collegiate Nursing Education (CCNE) (Appendix B). The RN to BSN Program is a post-licensure degree completion program. Our proposed expansion will enable us to become a major force in local and regional health care and a sustainable center of excellence in nursing education and service for the people of Wisconsin. The new Nursing Program contributes to the College's mission and vision and will increase its impact and influence in Wisconsin. Silver Lake College is accredited by the Higher Learning Commission.

### Our Vision

Silver Lake College of the Holy Family will be known as a Franciscan Catholic college dedicated to developing students to serve, lead, and transform our world. Our future will be centered on educating the whole person in an environment that celebrates teaching and learning, integrates our Franciscan values in all that we do, and delivers on a promise of quality liberal arts education and professional preparation.

Dr. Chris Domes, President of Silver Lake College, has developed a Strategic & Operational Plan: *Foundations for the Future (2014-2017)*, focused on strengthening the following six pillars (Appendix C):

- Academic Excellence
- Enrollment & Financial Stability
- Mission Integration
- Community Outreach
- Quality Student Services & Business Operations
- Enhanced Campus Environment

Specific goals, action items, and outcomes have been identified to guide the plan in effort to achieve success in all areas.

Silver Lake College is poised to become America's first Catholic Work College. By adopting the Work College model, SLC will be fully living out its Franciscan heritage, while expanding

the relevance of the private, liberal arts institution. This model integrates the outgrowth of the mission, vision, value, and experiences. It benefits:

- Keeps cost of a Silver Lake College education affordable for all students
- Assists students connecting classroom learning with real work experience throughout their entire college career
- Enhances core Liberal Arts education by integrating practical professional experiences
- Provides opportunities for students to develop and practice servant leadership

The Work College model aligns well with the development of the new nursing program as it requires contractual relationships with community partners. These partnerships will provide sufficient clinical sites for our nursing students. Currently, the BSN Completion program has numerous signed affiliation agreements in place, in order to provide clinical experiences for its students. Holy Family Memorial (Hospital & Clinics) Network, Sponsored by the Franciscan Sisters of Christian Charity, is committed to providing clinical opportunities to nursing students (Appendix D).

### The Future

On October 5, 2010, the Institute of Medicine (IOM) of the National Academies issued a consensus report from a 2-year initiative to chart the future of nursing. The report, *The Future of Nursing: Leading Change, Advancing Health* (IOM, 2010), delineates critical strategies for meeting America's health care needs over the next 25 years. Emphasis is placed on the need for collaboration among nurses, government, businesses, health care organizations, professional associations, and the insurance industry to ensure that the health care system provides consumers with seamless, affordable, quality, accessible care that leads to improved health outcomes. The report acknowledges that the nursing profession, with more than 3 million members, is the largest segment of the nation's health care workforce. Also acknowledged is the fact that nurses work on the front lines of patient care. Hence, nurses are vital to the realization of the objectives of the ACA. Nevertheless, a number of barriers must be overcome to ensure that nurses are well positioned to lead change and advance health. To this end, four key recommendations are identified in the IOM (2010) report:

- Nurses should practice to the full extent of their education and training
- Nurses should achieve higher levels of education and training through an improved education system that promotes seamless academic progression
- Nurses should be full partners, with physicians and other health professionals, in redesigning health care in the United States
- Effective workforce planning and policy making require better data collection and information infrastructure

### The Demand for Nursing Education in Wisconsin

#### *Growing need for nurses with bachelor's degrees*

According to Wisconsin Center for Nursing statistics from 2013, some 53.5% of nurses working in Wisconsin have a Bachelor of Science in Nursing or higher degree. The number of baccalaureate prepared nurses in the state's workforce must increase to 80% by 2020, according

to the October landmark report, *The Future of Nursing: Leading Change, Advancing Health*, by the Institute of Medicine in collaboration with the Robert Wood Johnson Foundation.

“For Wisconsin, this translates to a current unmet demand for BSN completion programs for nearly 20,000 nurses if we are to meet this target,” according to the Wisconsin Center for Nursing’s 2013 report, *The Wisconsin Nursing Workforce: Status and Recommendations*. [http://www.wisconsincenterfornursing.org/documents/2013WIStateWorkforce\\_new.pdf](http://www.wisconsincenterfornursing.org/documents/2013WIStateWorkforce_new.pdf)

#### *Aging of the population*

Manitowoc County has more residents 65 and older than the rest of the state – 18.1% compared with 14.8% in Wisconsin, according to 2013 U.S. Census Bureau statistics. As the county’s population ages, its fragile elderly will require more health care services.

“This crisis in the nursing workforce is being driven by a growing elderly population, rapidly aging nurse population, a continuing nurse educator shortage, and the looming impact of healthcare reform,” according to *The Wisconsin Nursing Workforce* report.

A 133% increase in Wisconsin residents aged 85 and over by 2035 has been projected, said the report.

#### *Nurses retiring in near future*

“Recent Wisconsin RN surveys indicate that over 20% of the nursing workforce intends to leave direct patient care in the next 5-9 years, with a loss of another 59% of currently employed Wisconsin nurses in patient care in 10 or more years,” according to *The Wisconsin Nursing Workforce: Status and Recommendations* 2013 report.

“The loss of many of the most experienced nurses in the workforce in a short period of time will cause both workforce shortages and a significant loss of wisdom from the field at a time when nursing roles and skills are expanding to address a significant transformation in healthcare delivery,” said the report.

#### *Retention of local workforce*

“In a time of national nursing shortage, it is important to note that 85.5% of Wisconsin nursing school graduates live and work in Wisconsin. This will allow state policymakers, employers and educators to address the Wisconsin nursing shortage with Wisconsin crafted solutions,” said the *Nursing Workforce* report.

Holy Family Memorial, a health care network in Manitowoc County sponsored by the Franciscan Sisters of Christian Charity, is experiencing an increase in Registered Nurse vacancies. These vacancies are a result of the retirements as well as an increase need for nurses due to the aging population.

#### *Improving patient outcomes*

Nursing education is linked to improved patient outcomes. In order to respond “to the demands of an evolving health care system and meet the changing needs of patients, nurses must achieve high levels of education,” says *The Future of Nursing* report.

A growing body of research links baccalaureate prepared nurses to higher quality, safer patient care. *Educational levels of Hospital Nurses and Surgical Patient Mortality*, published by the Journal of the American Medical Association of 2013, found that a 10% increase in the proportion of nurses holding Bachelor of Science in Nursing degrees decreased the risk of patient death and failure to rescue by 5%.”

#### *Funding desperately needed*

“Additional state and private resources are desperately needed to expand nursing programs to meet the impending nursing workforce crisis in Wisconsin...there will need to be a dedicated commitment and significant investment to support the infrastructure necessary for increased educational capacity, including clinical space, faculty positions, and enhanced financial support both for the institutions and students,” according to the *Nursing Workforce* report.

Silver Lake College is currently working on several grant proposals for funding from local and state foundations. Specifically funding is being requested to create a state-of-the-art simulation and clinical skills lab, a central component to the nursing program. In addition, funding to support a simulation-clinical skills coordinator position is being considered. This funding would support redesigning an existing space and would equip the labs with a lifelike, high-fidelity mannequin, six mid-level mannequins as well as supporting hardware and software that would allow students to practice their hands-on skills prior to and while working in clinical settings.

Silver Lake College nursing students are eligible for two community nursing scholarships.

- The Adam Steel Family Scholarship through the Lakeshore Community Foundation provides scholarships to Manitowoc County residents enrolled in nursing programs at Silver Lake College and Lakeshore Technical College. For the academic year of 2015-2016 \$40,000 will be awarded.
- Nursing scholarships are also awarded to nursing students at Silver Lake College through the recently established Sister Marion Gillis Endowed Scholarship for Nursing. Returning students receive priority consideration. This is an endowed scholarship which awards approximately \$5,000 per academic year; two \$2,500 scholarships are given.

#### The Affordable Care Act

Passage of the Affordable Care Act (ACA) in March 2010 and its provisions for health care reform (<http://www.hhs.gov/healthcare/rights/index.html>) is an additional consideration. One impetus for passage of this legislation was the estimated 45 million Americans without health insurance at some point during each year. Its implementation will add this formerly uninsured population to the already burdened health care system. This will undoubtedly increase in a major way the need for additional baccalaureate prepared nurses; advanced practice nurses prepared at the graduate level in many clinical specialties, including primary care; and the academic and research faculty (PhD) needed to prepare all these nurses as well as develop the knowledge base of the discipline.

SLC graduates will have the ability to become advanced practice nurses, nurse educators, nurse administrators, and nurse researchers.

## II. DEPARTMENTAL SCOPE

We currently offer a BSN completion program that is accredited by Commission on Collegiate Nursing Education (CCNE). The CCNE Board of Commissioners acted at its meeting on April 22-25, 2014, to grant accreditation to the baccalaureate degree program in nursing for 10 years, extending to June 30, 2024. The RN to BSN Program is a post licensure degree completion program. The RN student is admitted with an Associate's degree or a hospital school diploma and awarded up to 70 credits for transfer courses. A minimum of 30 credits must be taken at Silver Lake College. The required RN to BSN courses can be completed part time in two calendar years. The RN to BSN curriculum is continuously revised and updated.

## III. ADDITIONAL POTENTIAL PROGRAMMATIC ACTIVITIES

Simulation-clinical skills labs: Clinical simulation laboratories are an integral part of nursing education today. With the complexity of patient care in hospitals, nursing homes, other health care facilities, and community based settings, nursing students must be prepared as well as possible within the safe and non-threatening environment of a clinical simulation laboratory before entering the real world of clinical practice and caring for live patients. Simulation labs are crucial to the clinical education of pre-licensure students in undergraduate programs, as well as to graduate programs that prepare advanced practice nurses. The cost of one patient simulator (Laerdal) is roughly \$200,000 (Appendix E).

We are working with several grant foundations to seek funding for a clinical simulation laboratory.

At this time, we are consulting with a highly respected and well known architect of simulation and clinical skills nursing labs (Larry Schnuck of *Kahler Slater Architects*, Milwaukee, WI), who wishes to share his experiences, assist us to determine our needs relative to a nursing building, and offer preliminary advice.

## IV. DIVERSITY

Students: Silver Lake College is committed to fostering a diverse student body with access to potential students who are historically underrepresented due to previous education deficits. For example, in fall 2014, the heritages of our students included Hispanic/Latino 2.4%, American Indian or Alaska Native 0.5%, Asian 1.0%, Black or African American 20.5%, Native Hawaiian or other Pacific Islander 0%, White 58%, two or more races 3%, Race and ethnicity unknown 12.2%, and Nonresident alien 2.4%. Students from ethnic minorities represented at least 27% of the undergraduate population.

Student resources: Silver Lake College has identified the need to develop and implement a robust Academic Resource Center which will encompass three critical components necessary to fostering student success: Learning Communities (LC), Mentoring, Advising, and Coaching (MAC) Model, and Supplemental Instruction (SI). A multi-faceted developmental approach has been found to be successful in improving student outcomes in higher education (Fowler & Boylan, 2010). Students arrive to campus underprepared for the roles and responsibilities they

are expected to assume. The rigors of academia are compounded by the personal and social pressures experienced. Therefore, underrepresented students often require intentional services that provide support to them addressing both academic and non-academic needs.

Curriculum development for the Learning Communities began in spring 2015, focusing on preparing freshmen (many of whom are first-generation students) to meet expectations and be successful in college courses. Learning Communities have been effectively implemented in various forms across many college campuses (Zhao and Kuh 2004). The positive effects of the Learning Community involvement (academic effort, engagement in the campus, collaborative learning) have been demonstrated in relation to academic success and retention (Zhao and Kuh 2004). Learning Communities will link content courses with a collaboratively taught course focused on skill development and student orientation for academic control (Stupinsky et al. 2008). The college's first LC will be implemented in fall 2015.

The Mentoring (Peer), Advising, and Coaching Model was designed to target the needs of a diverse student population. Silver Lake College's commitment to educating the whole person calls us to find ways to help students grow in the skill of forming both personal and professional relationships. The Peer Mentoring Program is a student-centered and student-powered approach to welcoming new students to Silver Lake College, giving student mentors the opportunity to demonstrate a commitment to service, grow in their ability to lead, and build quality relationships that are foundational to SLC as a learning community in the Franciscan tradition.

It has been determined that a high-contact approach to student advising is essential in improving student success measured by increased retention and graduation rates (Abelman & Molina, 2001). The advising model, a 4-year tiered approach, is being implemented beginning summer 2015.

The goal of student coaching is to increase student academic success and retention through collaborative faculty/staff coaching. Coaches are members of the Student Concerns Committee (SCC). The SCC is an interdisciplinary team currently comprised of the following: Assistant Dean, Registrar, Director of Student Life, Counselor, Director of Student Success, Campus Security, Athletic Director, and the Director of Retention.

Supplemental Instruction (SI) is a highly regarded non-remedial learning assistance program that uses collaboration with peers for students enrolled in high risk courses (Arendale, 1994). Beginning fall 2015, SLC will employ an intern to research and develop a SI program. Planned implementation for SI is to begin spring 2016.

## V. DEGREES ARE CONFERRED

Presently, the Bachelor of Science Degree in Nursing is the only degree conferred.

## VI. FACULTY

The Department of Nursing employs 1 full-time educational administrator/faculty. Brianna Neuser, MSN, RN is the Chair of the BSN Completion program. Brianna was appointed Assistant Professor and Chair of the program January 2011. She came to the College having had experience as Nursing Faculty at Bellin College School of Nursing in Green Bay, Wisconsin. At

Bellin College, Brianna was Chair of the Curriculum Committee and participated in the development of the 15-month Accelerated Option at the college. She maintained 70% of her responsibilities at Bellin College while dedicating 10 hours per week to SLC until May 2011. As of fall 2011, Brianna became a full-time Chair at SLC.

Brianna's academic credentials include a Master of Science in Nursing with a focus in Nursing Education from Concordia University Wisconsin in Mequon and a Bachelor of Science in Nursing from Bellin College of Nursing in Green Bay, WI. In 2009, she successfully completed the requirements necessary to attain the designation of Certified Nurse Educator (CNE) through the National League for Nursing.

Brianna's dedication to teaching, service, and scholarship lead her to her current position; she embraces life-long learning and professional development. She supports the college mission, goals, and expected student and faculty outcomes through internal and external service. Brianna is the Assistant Dean for the School of Professional Studies and a member of the Dean's Council. She is the Academic Advisor to all BSN Completion students and is an advocate and resource for her Adjunct faculty. She is a conduit between the BSN program and the surrounding community. Brianna serves as a board member and committee member for several community health care organizations.

The BSN Completion program contracts for adjunct faculty due to enrollment. All nursing faculty hold a Master Degree in Nursing. The faculty is all prepared experientially and academically for the areas in which they teach. The nursing faculty is currently employed in clinical settings such as nurse practitioners, nurse leaders, or nurse educators.

During development of the new nursing program, SLC must hire faculty to teach in the classroom, lab environment, and supervise students in clinical coursework in various health care settings.

## REFERENCES

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- Fowler, P., & Boylan, H. (2010). *Increasing Student Success and Retention: A Multidimensional Approach*. *Journal of Developmental Education*, 34(2), 2-10.
- Institute of Medicine (IOM) of the National Academies. (2010). *The Future of Nursing: Leading Change, Advancing Health*. Washington, DC: National Academies Press.
- Stupnisky, R. H., Renaud, R. D., Daniels, L. M., Haynes, T. L., & Perry, R. P. (2008). The interrelation of first-year college students' critical thinking disposition, perceived academic control, and academic achievement. *Research in Higher Education*, 49(6), 513-530.
- Zhao, C. M., & Kuh, G. D. (2004). Adding value: Learning communities and student engagement. *Research in Higher Education*, 45(2), 115-138.

APPENDIX A:  
Projected Timeline

### May - June, 2015 Authorization to Plan a School of Nursing

- Complete application for approval, including the following:
  - Statement of Intent, including the academic and licensure level of the program and primary method of instruction
  - Sufficient evidence for clinical facilities and resources
  - Plans to recruit and employ qualified faculty and administrator
    - Administrator - Brianna Neuser
- Proposed timeline for planning and implementing the program including intended date of first class
- The Wisconsin Board of Nursing shall make a decision within 2 months of the receipt of the completed application.

### August, 2015

- Authorization approved by state to plan a nursing school

### August - December 2015 Authorization to Admit Students

- Application process to admit students
- Develop curriculum, including the following:
  - Content
  - Course Sequence
  - Course descriptions
    - Integrate clinical and simulation within curriculum
  - Program evaluation plan
  - Course syllabi for the 1st year and plan for subsequent years
- Hire faculty
  - MSN prepared faculty
  - Simulation coordinator/faculty
- Building renovation and simulation/labs
  - Tour simulation labs at other colleges
- Secure clinical practicum sites
- The Wisconsin Board of Nursing shall make a decision within 2 months of the receipt of the completed application.

### January 1, 2016 Authorization to Admit Students Completed

- Application filed with the Wisconsin Board of Nursing

### March 1, 2016 Approval of School of Nursing

- Approval received from Wisconsin Board of Nursing
- Begin marketing and communication
  - Web site development
- Recruitment
  - GPA 2.75
  - ATI

### September 2016

- Admit first nursing class

### Spring 2018

- Commission on Collegiate Nursing Education (CCNE) Accreditation

APPENDIX B:  
Commission on Collegiate Nursing Education

# CERTIFICATE OF ACCREDITATION

In accordance with its accreditation standards and procedures  
**COMMISSION ON COLLEGIATE NURSING EDUCATION**  
has accredited

**Baccalaureate Degree Program in Nursing**  
**Silver Lake College of the Holy Family**

*The Commission on Collegiate Nursing Education is listed by the U.S. Secretary of Education  
as a nationally recognized accrediting agency.*

*Q J Buth*  
CHIEF OF THE DIVISION



October 21, 2013  
EFFECTIVE DATE OF ACCREDITATION  
ONE REPORT CIRCLE NW  
SUITE 120  
WASHINGTON, DC 20005

THIS CERTIFICATE IS VALID FOR THE DURATION OF THE PERIOD OF ACCREDITATION

APPENDIX C:  
Foundations for the Future  
Six Strategic Pillars

# Our Six Strategic Pillars

Silver Lake College | Foundations for the Future

**To ensure academic program quality** the College has established three academic schools, is reviewing all academic programs, is strengthening the systematic assessment process, and is establishing a faculty development plan that will enhance student learning. Through these processes the College will identify and invest in its distinctive character as a Franciscan institution educating the whole person through a competency-based liberal arts curriculum, professional programs, and experiential and service learning opportunities.

**Goals:**

1. Continue to strengthen the three academic schools by identifying niche programs, creating school centered strategic plans, and expanding enrollment opportunities.
2. Review and implement continuous improvement strategies for all academic programs. Strengthen the systematic assessment process creating a data-driven model of continuous improvement.
3. Establish a faculty development plan that will continue to strengthen and enhance student learning.
4. Expand opportunities for experiential learning, service learning, and global education.
5. Strengthen the partnerships with regional two year colleges including 2+2 agreements and guaranteed admission.

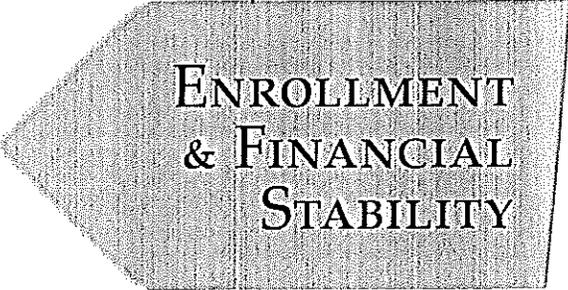


## ACADEMIC EXCELLENCE

**To establish a best practice enrollment operation** that will ensure enrollment growth into the future. Strengthen the business operations, finance, and budgeting systems to support future planning and forecasting. Continually identifying additional revenue streams, operational efficiencies, and cost savings. Develop a marketing program that supports enrollment goals.

**Goals:**

1. Identify and develop operational efficiencies across administrative units.
2. Launch, and operationalize a Work College Program at Silver Lake College. (The Work College Model guarantees 100% of the full-time residential students will be employed while attending college.)
3. Invite students, faculty, staff, and alumni to become ambassadors, stewards of resources, and champions of Silver Lake College in the community.
4. Develop an outcomes-based report card linking key indicators measuring student success, academic programs, student support, and enrollment growth.
5. Expand athletics to 12 teams' (6 women's and 6 men's sports) to prepare the College for entry as an NCAA Division III institution.



## ENROLLMENT & FINANCIAL STABILITY

**To develop a more purposeful and broad institution-wide approach to mission integration** from orientation to graduation. Identify speakers, support activities, and encourage programs that promote our Franciscan values, vision, and mission.

**Goals:**

1. Create four outdoor campus spaces focusing on the core Franciscan values of Community, Compassion, Reverence for Creation and Peacemaking.
2. Evaluate, measure, and improve the integration of the College's core values across every aspect of the student experience.
3. Identify ways to educate students, faculty, and staff on the meaning and importance of symbols and spaces on the campus.
4. Develop a Mission and Values President's Advisory Committee to ensure Franciscan mission integration and Catholic identity.
5. Emphasize through training and professional development hospitality as a key component of the College's Franciscan Mission.



## MISSION INTEGRATION

## COMMUNITY OUTREACH

**To create a culture of collaboration and cultivation.** Expanded internship opportunities, service learning experiences, collaborative partnerships with businesses and non-profits, and outreach to benefactors and donors are among the activities the college will be engaging in to raise the College's visibility in the community.

**Goals:**

1. Expand our relationship with business leaders and organizations in Northeast Wisconsin and the upper Mid-Western Region of the United States.
2. Create opportunities for faculty, staff, students, and alumni to connect with donors to show the impact and express gratitude for their continued support.
3. Expand relationships to enhance the College's ability to raise money and support the building of the Student Center.
4. Identify internal leaders who can represent the College on Boards of Directors in the community.
5. Identify community leaders and alumni who can assist the College in an advisory capacity to assist the college with major priorities.

## QUALITY STUDENT SERVICES & BUSINESS OPERATIONS

**To ensure the highest quality of service and hospitality** to our students, alumni, and visitors. Develop and adopt a Franciscan Quality Score Card that helps identify and measure the value-centered indicators that reflect our mission. Personal interactions and all service and business transactions conducted on the campus by faculty, staff, and students must be delivered with compassion, joyful optimism, and care for each person.

**Goals:**

1. Develop and adopt a Franciscan College Quality Score Card.
2. Collect data through surveys and student focus groups to better understand and evaluate the services and broader student experience.
3. Develop a plan to cross-train key staff to create efficiency.
4. Develop an annual award that acknowledges and rewards leaders who are carrying out the attributes of Franciscan leadership.
5. Enhance technology training for staff and faculty.

## ENHANCED CAMPUS ENVIRONMENT

**To create a working, learning, and living environment** that reflects our institutional mission, values and priorities. Design and remodel a Welcome Center to support the College's enrollment efforts. Every employee should feel a sense of empowerment and be encouraged to be ambassadors and servant leaders for Silver Lake College. In turn the College must develop strategies to attract and retain high quality staff and faculty including improved compensation and benefits.

**Goals:**

1. Strengthen and improve communication to employees, students, parents, and alumni.
2. Improve physical spaces and overall environment of the campus by creating places where one will experience joyful hospitality.
3. Encourage each other to be ambassadors for the College, to be servant leaders to all members of our community, and to build a spirit of collegiality.
4. Create a reward system that will encourage all employees and students to attend key College events.
5. Evaluate and assess key services to students and as needed continually improve operations and services for students.

# Our Strategic & Operational Plan

APPENDIX D:  
Clinical Facility



2300 Western Avenue • P.O. Box 1450  
Manitowoc, WI 54221-1450  
Phone (920) 320-2011

To Whom It May Concern,

As Chief Operating Officer of the Holy Family Memorial (Hospital & Clinics) Network located in Manitowoc, Wisconsin, I wholeheartedly support Silver Lake College as it recognizes and responds to the need for more high quality nurses in our community and across the country.

With the support of the College's Board of Trustees to pursue a four-year Bachelor of Science in Nursing (BSN) degree starting with the 2016-2017 academic year. Holy Family Memorial is committed to assisting the College in delivering the program by opening our network up to the nursing students for clinical opportunities.

The average age of a nurse in our hospital and clinics is 55 years of age. We have a vested interest in partnering with Silver Lake College to ensure a pool of qualified nurses begin their professional career with us as many of our experienced nurses reach retirement. Silver Lake understands the changes facing health care. We are confident the nurses graduating from the College's Bachelor of Science in Nursing Program will be prepared to respond to the shift toward population health, and the overall health of our community.

Nurses will need to embrace best practices related to preventive health management and understand the importance of health assessment skills in the nursing profession. Silver Lake College's Bachelor of Science in Nursing will prepare graduates to be successful caring nurses in this ever-changing health care landscape.

This new program responds to our local needs in Manitowoc, but it is also responding to the wider National trends. Across the country there is pressure to control cost, improve quality, and to educate more baccalaureate prepared nurses for care of an aging population. The primary pathway to becoming a professional nurse in the future is the four-year BSN degree.

It is my pleasure and honor to support Silver Lake College of the Holy Family in its goal of raising the education levels and quality of nurses in Manitowoc County and beyond. On behalf of Holy Family Memorial we recommend approval of the BSN program at Silver Lake College.

Sincerely,

Jane Curran-Meuli, BA, BSN, MPA, RN  
Chief Operating Officer and Executive Vice President

APPENDIX E:  
Laerdal  
Patient Simulator



**Laerdal**<sup>®</sup>  
helping save lives

Laerdal Medical Corporation  
167 Myers Corners Road  
Wappingers Falls, NY 12590  
Fax Order To: (800)227-1143  
Phone Order To: 877-Laerdal  
Tax ID: 13-2587752

**TERRITORY MANAGER**  
Rebecca Letourneau  
(800) 648-1851x2250  
rebecca.letourneau@laerdal.com

**INSIDE SALES REPRESENTATIVE**  
Scott Manning  
(800) 648-1851x2279  
scott.manning@laerdal.com

**SALES SUPPORT SPECIALIST**  
Rose Gennaro  
(800) 648-1851x2231  
rose.gennaro@laerdal.com

**DATE :** Tuesday, June 16, 2015

**ATTN:** Brianna Neuser

Silver Lake College  
2406 S Alverno Rd  
Manitowoc WI 54220-9340  
(920) 686-6141x  
brianna.neuser@sl.edu

**QUOTE NUMBER :** 1-2NDVUO  
**CUSTOMER NUMBER :** SIEB-1-2M1AN1  
**EXPIRATION DATE :** 08/15/2015

**SHIP TO:**  
Silver Lake College  
2406 S Alverno Rd  
Manitowoc WI 54220-9340

QTY	PRODUCT	DESCRIPTION	LIST PRICE	UNIT PRICE	EXTENDED PRICE
1	214-02001	SimMan Essential Bleeding Manikin and Ac	\$45,950.00	\$45,950.00	\$45,950.00
		Includes SimMan Essential Bleeding Manikin, LLEAP License, USB Headset/Microphone, SpO2 Probe, Keyboard and Mouse, Consumables, Clothing, Soft Sided Carry Case, 1 Year Manufacturer's Warranty.			
1	400-10201	Laptop LLEAP Instructor - Patient Monito	\$1,957.00	\$1,957.00	\$1,957.00
		DELL E5440 Laptop			
1	400-29301	All-In-One Panel PC (US) Instructor - Pa	\$3,090.00	\$3,090.00	\$3,090.00
		HP AiO 23" Monitor			
1	400-96050	USB HD Web Cam	\$180.25	\$180.25	\$180.25
1	214-LL51200	Intro SimMan Essential Bleeding 2 Con Da	\$4,320.00	\$4,320.00	\$4,320.00
		2 consecutive day educational session with a Laerdal Educational Representative at the customer site for up to 8 people.			
1	210-90450	Customized Instruction On-Site (One Day)	\$2,980.00	\$2,980.00	\$2,980.00
		1 day educational session with a Laerdal Educational Representative at the customer site for up to 8 people.			
1	215-99950	Identified SimStore Content	\$1,000.00	\$1,000.00	\$1,000.00
		SMS3750C - Nursing Starter Set for SM Essential Bleeding			
2	325-05050	Nursing Anne (SimPad Capable)	\$4,898.00	\$4,898.00	\$9,796.00
2	300-05050	Nursing Kelly (SimPad Capable)	\$4,825.00	\$4,825.00	\$9,650.00
1	350-05050	Nursing Kid (SimPad Capable)	\$2,729.00	\$2,729.00	\$2,729.00
		Includes Manikin, Airway Lubricant, Simulated Blood, Hospital Gown, Carry Case and DFU.			
1	365-05050	Nursing Baby (SimPad Capable)	\$2,670.00	\$2,670.00	\$2,670.00
6	200-30001	SimPad System (US and Canada)	\$3,895.00	\$3,895.00	\$23,370.00
		Includes SimPad hand held Remote Control, SimPad Link Box, AC Adapter, Battery, Headset & Microphone, Wrist Strap, Manikin Strap, Ethernet Cable, SimPad Sleeve, USB Cable & DFU.			
6	400-29301	All-In-One Panel PC (US) Instructor - Pa	\$3,090.00	\$3,090.00	\$18,540.00
		HP AiO 23" Monitor			
1	200-EDSP100	Introduction SimPad 1D Nursing and MegaCode	\$2,260.00	\$2,260.00	\$2,260.00
		1 day educational session with a Laerdal Educational Representative at the customer site for up to 8 people.			
6	200-30001PP	SimPad Protection Plan - 2 Year	\$890.00	\$890.00	\$5,340.00
		Replacement SimPad remote for non-warranty product failures (spills, immersion in water, breakage due to drops). Plan allows for 3 instances of remote replacement during a 2 yr period and does not cover theft/loss. One Plan per SimPad remote.			

ITEM TOTAL:	\$133,832.25
ESTIMATED TAX:	\$0.00
SHIPPING & HANDLING:	\$813.38
TOTAL:	\$134,645.63

There are various payment options; please see bottom of your quote for further clarification.  
 Appropriate Sales Tax will be added to invoice – Pricing and Availability are subject to change  
 Shipping/Handling costs will be added to invoice

**Terms:**

- . Net 30 Days for approved open accounts; CIA; Credit Cards accepted. Financing options now available – sample leasing payment terms follow.  
 For additional information, ask your Inside Sales Representative listed above.
  - Lease term 24 months: \$5,576.34\*
  - Lease term 36 months: \$3,717.56\*
  - Lease term 48 months: \$2,788.17\*
- \*Quoted payments do not include Interest, Taxes, Maintenance, or Insurance. Quotes are subject to credit approval and may change without notice.
- . One(1) year warranty on manufactured products and 90 day warranty on refurbished products
- . Two(2) year parts replacement warranty with technical assistance by phone on all Hill-Rom refurbished products
- . Delivery of product to a specific location within your building, if requested is at an additional charge and not included in this quote
- . Quotes that included training. Training must be booked and performed 1 year from installation. The training obligation expires one year from install
- . Shipping charges subject to change in the event Inside or Lift Gate Delivery is needed