

Nursing Education Advisory Group Charter
Prepared September 2013
Revised for November 2013 Board Meeting

- I. This work group shall be called the Nursing Education Advisory Group

The Nursing Education Advisory Group is designated by the Oregon State Board of Nursing to meet the purposes defined below. The Oregon State Board of Nursing may revise this charter and re-focus the activities of the group at any time.

- II. Purposes

The Nursing Education Advisory Group is created for the purpose of providing a venue for the review of issues related to nursing education and summarizing findings which may be presented by Board staff to the Oregon State Board of Nursing. The activities of the group are limited to review and summaries of matters that directly concern nursing educational programs and have a clear link to Oregon Administrative Rules pertinent to nursing education at the pre-licensure and advanced practice levels. Specific purposes of the Nursing Education Advisory Group include but are not limited to review and analysis of:

- Trends on pass rates of program graduates on national examinations
- Issues associated with adequacy of nursing faculty related to educational qualifications and experience
- Issues associated with adequacy of clinical placements for enrolled students and/or planned enrollment numbers of students

In addition, the Nursing Education Advisory Group will review and recommend changes in Oregon Administrative Rules related to nursing education and review any survey tools sent to schools of nursing for purposes of data collection.

- III. Relationship of the Nursing Education Advisory Group to Governing Board

It is the role and sole prerogative of the Board to enact rule and policy. The Nursing Education Advisory Group is expected to offer issue summaries and data to the Oregon State Board of Nursing through the assigned Board staff member that may inform their consideration of nursing education topics.

- IV. Membership

Composition: The advisory group shall consist of no more than fifteen (15) members. Members shall be selected and appointed by the Board through an open application process. Group membership shall constitute a cross-section of individuals from the nursing education and nursing practice community, with special emphasis on broad geographic representation and membership representing all levels of nursing education. One Board member shall be assigned to participate on the advisory group for a one year term which may be renewed two times.

Term: A term of membership shall last for three years, with one-third of the membership appointed each year. Terms shall not be renewable within 11 months after conclusion of an earlier term. Terms will begin on September 1 except for the first appointed group which may start the term earlier in the year. One-third of the membership of the first appointed group will serve a two-year term and one-third of the membership of the first appointed group will serve a four-year term to start the cycle of membership rotation.

V. Organizational Structure

Officers: The Nursing Education Advisory Group will have a chair and vice chair. The chair shall be the designated Board staff member and the vice chair shall be a representative from the nursing educational programs elected by the group for a one-year term. Elections will be held during the last meeting before September 1 of each year. The Oregon State Board of Nursing shall provide administrative support for the work of the group.

VI. Procedural Rules

Meetings: The Advisory Group shall meet periodically during the year at a frequency determined by the committee. Meetings shall be convened on dates that allow for timely communication to the Board at regular public meetings. Special meetings may be called by the chair, as needed, to conduct business in a timely manner. Meetings are considered open to the public.

Minutes: Minutes of each meeting shall be kept and archived by the appointed Board staff. Minutes shall be made available to each member of the Nursing Education Advisory Group and members of the Oregon State Board of Nursing.

Reports: Reports from the Advisory Group shall be submitted in writing to the Board by the assigned Board staff member.

The Nursing Education Advisory Group shall provide an annual report summarizing key activities by October 1 of each year for presentation at the November Board meeting.

Dismissal: Members who are absent without reasonable cause from three successive meetings will be considered to have resigned their seat. The committee will move to fill the position. Members added out of the regular cycle may complete a full three-year term from the time of appointment.