

**21 NCAC 36 .0317 ADMINISTRATION**

- (a) The controlling institution of a nursing program shall provide human, physical, technical, and financial resources and services essential to support program processes and outcomes, including those listed in Paragraph (f) and (g) of this Rule, and maintain compliance with Section .0300 of this Chapter.
- (b) The controlling institution shall ensure that a full-time registered nurse, qualified pursuant to Paragraph (e) of this Rule, has the authority to direct the nursing program. Full-time registered nurse is a registered nurse employed by the institution who is regularly assigned to work at least 40 hours each week in the position of program director.
- (c) The controlling institution shall ensure that the program director has the authority and responsibility for maintaining compliance with the Rules in this Chapter and other legal requirements in all areas of the program.
- (d) The controlling institution shall ensure that the program director has non-teaching time sufficient to allow for program organization, administration, continuous review, planning, and development.
- (e) The program director in a program preparing students for initial nurse licensure shall satisfy the following requirements:
- (1) hold an active unencumbered license or multistate licensure privilege to practice as a registered nurse in North Carolina;
  - (2) have two years of full-time experience as a faculty member in a Board-approved nursing program;
  - (3) be experientially qualified, having clinical nursing experience, experience as a faculty member in a nursing program, and academic or nursing leadership experience to lead the program to accomplish the mission, goals, and expected program outcomes;
  - (4) hold either a baccalaureate in nursing or a graduate degree in nursing from an accredited institution. If newly employed on or after January 1, 2016, hold a graduate degree from an accredited institution. If newly employed on or after January 1, 2021, hold a graduate degree in nursing from an accredited institution;
  - (5) prior to or within the first three years of employment, have education in teaching and learning principles for adult education, including curriculum development, implementation, and evaluation, appropriate to the program director role. Once completed, this education need not be repeated if employing organization is changed. This education may be demonstrated by one of the following:
    - (A) completion of 45 contact hours of Board-approved continuing education courses;
    - (B) completion of a certificate program in nursing education;
    - (C) nine semester hours of graduate course work in adult learning and learning principles;
    - (D) national certification in nursing education; or
    - (E) documentation of completion of structured, individualized development activities of at least 45 contact hours approved by the Board. Criteria for approval shall include content in the faculty role in curriculum implementation, curricular objectives to be met and evaluated, review of strategies for identified student population, and expectations of student and faculty performance.
  - (6) maintain competence in the areas of assigned responsibility; and
  - (7) have knowledge of current nursing practice for the registered nurse and the licensed practical nurse.
- (f) A nursing education program shall implement, for quality improvement, a comprehensive program evaluation that shall include the following:
- (1) students' achievement of program outcomes;
  - (2) evidence of program resources, including fiscal, physical, human, clinical, and technical learning resources; student support services; and the availability of clinical sites and the viability of those sites adequate to meet the objectives of the program;
  - (3) measures of program outcomes for graduates;
  - (4) evidence that accurate program information for the public is available;
  - (5) evidence that the controlling institution and its administration support program outcomes;
  - (6) evidence that program director and program faculty meet Board qualifications and are sufficient in number to achieve program outcomes;
  - (7) evidence that collected evaluative data is used in implementing quality improvement activities; and
  - (8) evidence of student participation in program planning, implementation, evaluation, and continuous improvement.

(g) The controlling institution and the nursing education program shall communicate information describing the nursing education program that is accurate, complete, consistent across mediums, and accessible by the public. The following shall be accessible to all applicants and students:

- (1) admission policies and practices;
- (2) policy on advanced placement and transfer of credits;
- (3) the number of credits required for completion of the program;
- (4) tuition, fees, and other program costs;
- (5) policies and procedures for withdrawal, including refund of tuition or fees;
- (6) the grievance procedure;
- (7) criteria for successful progression in the program, including graduation requirements; and
- (8) policies for clinical performance.

*History Note: Authority G.S. 90-171.23(b)(8); 90-171.38;  
Eff. June 1, 1992;  
Amended Eff. December 1, 2016; January 1, 2015; April 1, 2008; March 1, 2006;  
Readopted Eff. January 1, 2019;  
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