



# St. John's College of Nursing Policies and Procedures

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SYSTEM: HSHS	MANUAL(S): HSHS St. John's College (SJC) Policies
TITLE: Faculty Expectations Policy	ORIGINATING DEPARTMENT: St. John's College
EFFECTIVE DATE: 06/01/2025	REVISION DATE(S):
SUPERCEDES: Local ministry handbooks/catalogs/policies adopted prior to the effective date of this policy.	

## Purpose:

To establish clear professional and academic expectations for nursing faculty that align with the mission of the college and comply with ACEN accreditation standards, promoting excellence in teaching, clinical education, scholarship, service, and professional nursing practice.

## Policy:

### 1. Teaching and Instruction

- Deliver nursing education consistent with the ACEN Standards and Criteria, ensuring curriculum compliance and quality outcomes.
- Prepare and implement lesson plans that integrate evidence-based practice, current nursing knowledge, and healthcare technologies.
- Facilitate classroom, clinical, and simulation learning environments that promote critical thinking, clinical judgment, and safe nursing care.
- Assess and evaluate student learning objectively, documenting achievement of course and program outcomes.
- Maintain accurate and complete records of student attendance, grades, and clinical hours as required by ACEN and institutional policies.
- Provide student academic support and mentoring to foster student retention and success.

### 2. Clinical Practice and Supervision

- Maintain current licensure and clinical competency relevant to teaching assignments, ensuring compliance with ACEN faculty qualifications standards.
- Supervise, evaluate, and mentor students in clinical settings to ensure safe, ethical, and evidence-based nursing practice.
- Collaborate with clinical partners to uphold ACEN expectations for clinical education and student experiences.
- Model professional nursing behaviors, ethics, and advocacy in clinical practice.

### 3. Scholarship and Professional Development

- Engage in ongoing scholarly activities such as research, publications, presentations, or evidence-based projects that enhance nursing education and practice.



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- b. Pursue continuous professional development to meet ACEN faculty qualification expectations and remain current in nursing and education trends.
  - c. Participate in conferences, certifications, and training that support academic growth and clinical expertise.
- 4. Service to the Institution and Profession**
- a. Actively participate in faculty governance, committees, curriculum development, program evaluation, and ACEN accreditation processes.
  - b. Support student recruitment, retention, progression, and graduation efforts consistent with ACEN outcomes monitoring.
  - c. Contribute to community health initiatives, nursing professional organizations, and institutional outreach.
  - d. Collaborate with colleagues to maintain ACEN compliance and continuous quality improvement of the nursing program.
- 5. Professional Conduct and Ethics**
- a. Uphold the American Nurses Association (ANA) Code of Ethics and institutional standards.
  - b. Maintain confidentiality of all students, patients, and institutional information in compliance with HIPAA and FERPA regulations.
  - c. Demonstrate integrity, respect, and professionalism in all academic and clinical interactions.
  - d. Avoid conflicts of interest and maintain appropriate professional boundaries.
  - e. **Professional Communication and Conduct:**
    - i. Faculty are encouraged to maintain respectful and professional communication in all interactions related to the college, students, and colleagues.
    - ii. To support focus and engagement, it is recommended to minimize personal use of texting, social media, or messaging during meetings and work hours.
    - iii. Faculty should foster inclusive communication practices and avoid exclusive texting groups that might unintentionally exclude others.
    - iv. To maintain a positive and supportive environment, faculty are expected to refrain from participating in gossip or sharing unverified information about the college, students, or colleagues.
    - v. When concerns or conflicts arise, faculty are encouraged to use appropriate channels such as supervisors or human resources to seek resolution in a constructive and confidential manner.
- 6. Attendance and Punctuality**
- a. Attend all scheduled classes, clinical sessions, meetings, and college events consistently and punctually.
  - b. Provide timely notification and arrange appropriate coverage for absences in accordance with college policy.
  - c. **Attendance at Committees and Meetings**
    - i. Faculty members are required to attend all scheduled faculty meetings, committee meetings, accreditation-related meetings, and other official college functions unless excused in advance by academic dean or designee.



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- ii. Active participation and timely attendance are essential to support shared governance, decision-making, and program quality improvement.
- iii. Failure to attend required meetings without valid reason may be subject to review and impact performance evaluations.

**7. Use of Institutional Resources**

- a. Use college resources, including technology and facilities, responsibly and for educational purposes.
- b. Protect intellectual property and comply with copyright and licensing laws.

**8. Performance Evaluation**

- a. Participate in annual performance reviews aligned with ACEN expectations for faculty effectiveness.
- b. Utilize feedback for ongoing professional growth in teaching, clinical supervision, scholarship, and service.

**9. Summary**

- a. Faculty at St. John's College of Nursing are committed to fulfilling ACEN accreditation standards through excellence in education, clinical practice, scholarship, and service.
- b. This policy serves as a guide for meeting these expectations and supporting the preparation of competent, ethical nursing professionals.