

MONTANA BOARD OF REGENTS

LEVEL II REQUEST FORM

Item No.: 136-2703-R0907 Date of Meeting: September 19-21, 2007
Institution: Montana State University Billings College of Technology
Change Associate of Applied Science Degree: Practical Nursing
Program Title: Establish Associate of Science Degree: Nursing (ASN)

Level II proposals require approval by the Board of Regents.

Level II action requested (check all that apply): Level II proposals entail substantive additions to, alterations in, or termination of programs, structures, or administrative or academic entities typically characterized by the (a) addition, reassignment, or elimination of personnel, facilities, or courses of instruction; (b) rearrangement of budgets, cost centers, funding sources; and (c) changes which by implication could impact other campuses within the Montana University System and community colleges. Board policy 303.1 indicates the curricular proposals in this category:

- 1. Change names of degrees (e.g. from B.A. to B.F.A.)
- 2. Implement a new minor where there is no major;
- 3. Establish new degrees and add majors to existing degrees;
- 4. Expand/extend approved mission; and
- 5. Any other changes in governance and organization as described in Board of Regents' Policy 218, such as formation, elimination or consolidation of a college, division, school, department, institute, bureau, center, station, laboratory, or similar unit.

Specify Request:

MSU Billings College of Technology seeks permission to align its existing Associate of Applied Science Degree in Practical Nursing with the common curricula adopted by the Montana Office of the Commissioner of Higher Education for two-year nursing programs. In addition, MSU-Billings COT requests program approval for a 72 credit Associate of Science Degree: Nursing (ASN). This request is also in alignment with the common curricula for two-year nursing programs adopted by the Montana Office of the Commissioner of Higher Education.

1. Overview

MSU Billings College of Technology seeks permission to align its existing Associate of Applied Science degree in Practical Nursing with the common curricula adopted by the Montana Office of the Commissioner of Higher Education for two-year nursing programs. In addition, MSU Billings COT requests program approval for a 72 credit Associate of Science Degree: Nursing (ASN). This proposed program is also in alignment with the common curricula for two-year nursing programs adopted by the Montana Office of the Commissioner of Higher Education. The Montana State Board of Nursing (MSBON) feasibility study for the program was submitted and approved in October 2006. An initial application to the MSBON for the curriculum changes has been submitted and a site visit evaluation was conducted in July 2007. Pending results of the MSBON Education recommendation to the full board, final approval will be sought in October 2007.

AAS Practical Nursing: 50-credit, Montana Office of the Commissioner of Higher Education common nursing curricula

ASN Associate of Science Nursing: 72-credit, Montana Office of the Commissioner of Higher Education common nursing curricula

2. Need

a. To what specific need is the institution responding in developing the proposed program?

Regional, Montana state, and national employment statistics and projections indicate a growing shortage of licensed practical and registered nurses.

MSU Billings COT conducted a nursing program needs assessment for Billings and surrounding areas. Survey data from over two hundred Billings area employers showed 87.5%, or 7, of the area hospitals were experiencing a nursing shortage. 33.3%, or 6, of the clinics and 62.5%, or 5, of the long-term care facilities report a nursing shortage. This sample of data represents a significant need in the healthcare community. The city of Billings and surrounding areas are beginning to feel the national nursing shortage crisis. With this program proposal, MSU Billings COT is planning to prepare additional registered nurses to meet expanding need.

b. How will students and any other affected constituencies be served by the proposed program?

A feasibility study conducted by the MSU Billings COT Director of Nursing in 2006 surveyed ASN interest among 62 practical nursing students and 697 practicing LPNs in a 5-county area near Billings, Montana. There were 193 ASN interest survey returns. This sample showed a strong interest in an ASN education option among existing PN students and LPNs in the Billings area. Many of these respondents have chosen a practical nursing route as an entry into nursing practice.

Many of the students in the existing PN program stated they wanted to become registered nurses, but were unable to enter the upper division BSN program due to limited enrollment capacity. In 2004-2005, among the existing practical nursing student transcripts reviewed, up to 35 place-bound Billings students had intended to enroll in the BSN program.

c. What is the anticipated demand for the program? How was this determined?

The Montana Hospital Association (MHA) conducted a survey in 2006 on health care worker needs in the state. **Appendix A -MSU Billings COT Feasibility Study.** This survey is one of the first to focus on the differences between BSN and ASN nurses in regard to the workforce retention and turnover. In those few facilities (31) that completed the survey, there were a total of 1875.7 budgeted RN positions. Out of this total, the vacancy rate was 7.2% or 135.21 RN positions. This data reported the turnover rate for 2006 was 13.5% or 252.44 RNs. Only 18%, or 336 people segregated the data according to their degree status. The following data is from that report, and shows an overall lower turnover/departure rate for ASNs than for BSNs:

- The vacancy rate for total registered nurses was 7.2% or a total of 135.21 nurses in the total budgeted 1875.7 positions for 2006. This percentage had remained close to the 2005 data that reported 7.5% or 130.1 RNs out of a total of 1742.3 budgeted positions.
- Montana Department of Labor & Industry Research & Analysis Bureau reports by the year 2012 a total of 2,624 RNs will be needed within the state. If this projected fill rate is multiplied by the MHA vacancy rate of 7.2% a total of 188 registered nurse positions will remain vacant within the state.
- The turnover for BSN nurses was 10.5% higher than for ASN nurses. The BSN turnover percentage was 25.5%, or 38.5, while the percentage among ASNs was 15%, or 27.75, nurses. The MHA data reports the most common reason BSN and ASN nurses leave the workforce is for relocation. 48.5%, or 33, of the BSN nurses state the reason for their turnover is related to relocating and 41.2%, or 28, of the ASN nurses also use this reason for turnover. National Council Licensure Examination Data from 10/2004 to 9/2005 reports that a total of 51 Montana graduates applied to take their NCLEX exams in other state jurisdictions. Board of Regents data reports a total of 387 students earned a nursing degree granted by the state's institutions for the year of 2004-05. Montana State Board of Nursing web page reports that a total of 369 graduates passed the NCLEX exam on the first try during this time frame. Out of the 387 graduates in 2004-05, eighteen failed the NCLEX exam and 51 relocated or left the state to take their exam. Therefore in the last year, 17.8% or 69 graduates are no longer available in the state pool of registered nurses.

**MHA BSN & ASN Comparison
Ranked Order of Reasons for Leaving Nursing 2005**

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Baccalaureate Nurses		Associate of Science Nurses	
Relocate	48.5%	Relocate	41.2%
Family	8.8%	Family	4.4%
Work Environment	7.4%	Work Environment	2.9%
Career	5.9%	Career	4.4%
Retire	4.4%	Retire	2.9%
Salary	2.9%	Salary	7.4%
Total	77.9%	Total	63.2%

In October 2006, the MSU Billings COT Feasibility study was approved by the Montana State Board of Nursing. In this document, survey data of the 2005-06 practical nursing students reported that 95.2% or 59 practical nursing students plan to become ASN registered nurses, 12.9% or 8 practical nursing students plan to become BSN registered nurses, and 4.8% or 3 practical nursing students hope to pursue Master’s level nursing.

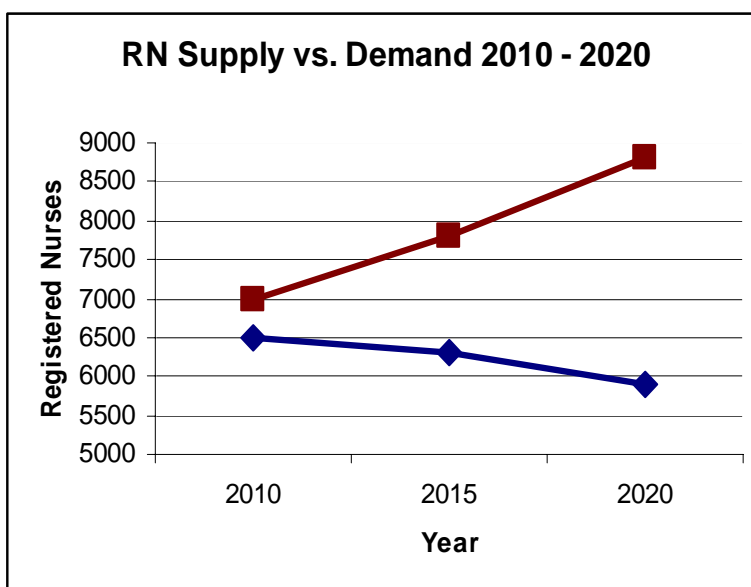
Additional surveys in this feasibility study included an Associate of Science in Nursing (ASN) interest survey. Six hundred and ninety-seven Licensed Practical Nurses (LPNs) were surveyed in a five county area surrounding Billings, Montana. Of 172 responses; 77.9% or 118 LPNs stated an interest in attending an ASN program at the MSU-Billings College of Technology. Many of these LPNs, (24.1% or 37) already have the required general education credits to enter the 5th semester of the common 72 credit curricula adopted by the Montana State Office of the Commissioner of Higher Education. This ASN interest survey indicated that there are enough potential Licensed Practical Nurses in the surrounding Billings area to fill **two** student cohort groups a year for the next six years. These potential nursing graduates would increase the number of registered nurses available to fill critical nursing vacancies in the Billings area.

Data Summary of ASN Interest Surveys

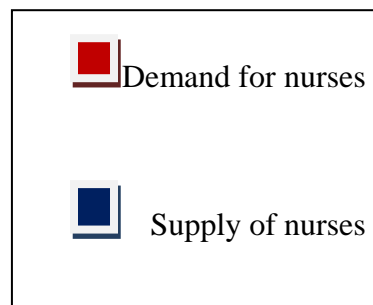
	Frequency	Percent
Present Practical Nursing Students 2005-2006 Total surveyed-70	Yes 59	95.2%
	No 1	1.6%
	Unsure 2	3.2%
	Total 62	100%
Licensed Practical Nurses in Counties Surrounding Billings, MT Total surveyed-697	Yes 134	77.9%
	No 14	8.1%
	Unsure 22	12.8%
	Missing 2	1.7%
	Total 172	98.8%

At the October 2006 State Board of Nursing Meeting our Feasibility study was accepted, with the proviso that we cap our semester enrollment numbers to 20 students per cohort, and only let two bridge cohort groups of LPNs enter the fifth and sixth semesters. The first semester 2008 Spring cohort group that entered the Nursing Pathways curriculum would then have a seamless entry into the ASN program’s last two semesters. The curriculum would become a generic ASN program and community LPNs would enter courses designed to prepare them for any possible vacant program slot. These vacancies will arise when by students choose to exit via the NCLEX examination when they attain the PN level.

Nursing



According to the Montana Workforce Advisory Committee's May 3 report, in 2004 there were approximately 8,344 registered nurses in our state. By 2014 it is anticipated that this occupation will grow to almost 10,821.



According to the *Health Resource and Service Administration (HRSA)* (**Table 1, left**), Montana will likely experience RN vacancy levels of 500 by 2010. This number is anticipated to *TRIPLE* to 1,500 by 2015 and nearly *QUADRUPLE* by 2020 to 2,900. The supply of nurses varies among the regions of Montana. For example, regional healthcare centers such as Billings enjoy relatively high RN ratios to the population. Regions with smaller facilities and/or at greater distance from RN educational programs experience the lowest RN ratio to population. A further concern is that in many regions, the RN workforce is older, closer to retirement age and the supply of new nurses to fill these retirement vacancies is not keeping up with demand (p. 7, May 3, 2007, Montana Workforce Advisory Report).

3. Institutional and System Fit

a. What is the connection between the proposed program and existing programs at the institution?

Using the Montana Career Fields/Career Clusters educational pathways model, both proposed degrees (AAS Practical Nursing and ASN) will enhance health science pathways opportunities. Partnering with the Billings School District #2 Career Center (Certified Nursing Assistant) and MSU Billings (Bachelor of applied science, Bachelor of Science and Master of Science degrees, <http://www.msubillings.edu/hsp/ATMSUBPathways.htm>), MSU Billings COT's nursing programs contribute toward a seamless educational health science pathway.

b. Will approval of the proposed program require changes to any

existing programs at the institution?

NURS 102, "Pharmacology I," will need to be incorporated into the Medical Assistant Program, and their students will no longer take the nursing course. This content is incorporated into the new "Fundamentals of Nursing" course. The Medical Assistant Program director, Deanna Reike, was notified in Fall of 2006 and has made changes in the program to accommodate these changes.

c. Describe what differentiates this program from other, closely related programs at the institution (if appropriate).

N/A

d. How does the proposed program serve to advance the strategic goals of the institution?

MSU Billings College of Technology is charged with responding to the workforce needs of the city of Billings and the following surrounding counties: Yellowstone, Sweetgrass, Stillwater, Carbon, Big Horn, and Musselshell. Providing programs that address the workforce needs of the healthcare industry is a large part of that mission. Conversion of the current AAS program in Practical Nursing program and adding an ASN program will provide healthcare pathways options for new students and lifelong learning options for a large number of practicing LPNs.

e. Describe the relationship between the proposed program and any similar programs within the Montana University System. In cases of substantial duplication, explain the need for the proposed program at an additional institution. Describe any efforts that were made to collaborate with these similar programs; and if no efforts were made, explain why. If articulation or transfer agreements have been developed for the substantially duplicated programs, please include the agreement(s) as part of the documentation.

There are currently five, two-year Practical Nursing programs offered in the state of Montana: UM-Helena, UM-Missoula, COT; MSU-Great Falls COT, Montana Tech and Flathead Valley Community College. Due to demand for nurses, the proposed MSU Billings COT Practical Nursing program changes and ASN program proposal will not negatively affect existing Montana nursing programs nor will it impact the student populations of existing Montana programs.

There are currently six Associate of Science Degree nursing programs within the state of Montana: Miles Community College; MSU-Northern-Havre; Montana Tech; Salish-Kootenai College; U of M Missoula COT; and U of M Helena COT.

MSU Billings COT is one of the first program requests to adopt the fully approved Board of Regents PN-ASN nursing curriculum within the state. See Montana BOR guidelines for Practical nursing programs.

<http://www.montana.edu/wwwbor/ITEM127-105-R0505.htm>

See "a revision to the Nursing curriculum model," June 1, 2007

<http://www.mus.edu/board/meetings/2007/May07/AgendaFullAcadStudentMay07.pdf>

To facilitate state-wide credit/program transferability, all of the Montana 2-year programs will be aligning with the Board of Regents guidelines to serve regional and state-wide Licensed Practical nursing needs.

The MSU Billings COT new program proposal has been shared with each director of nursing in Montana institutions of higher education. There is consensus that employer and student demands for regional 2-year nursing education far outweigh program capacity among all Montana nursing programs combined.

Nursing programs in the State of Montana higher education system must comply with a new model curriculum adopted by the Montana Board of Regents in collaboration with the Montana State Board of Nursing and Directors of Montana Practical Nursing programs.

After completing an ASN Nursing degree, Registered Nurses will be able to enter the workforce or continue their education in RN to BSN programs such as MSU-Northern, Montana Tech, or Salish Kootenai College. The University of Wyoming in Laramie, Wyoming, has an RN to BSN completion program that could be an additional educational option for ASNs. As Montana hospitals seek magnet hospital status, they will require a certain number of BSN nurses in their workforce. ASN registered nurses can choose to continue their education in order to meet this workforce need. The table below summarizes the Nursing education options within the state of Montana.

Nursing Education in Montana

College/University	Practical Nursing Program	Registered Nursing Program
Carroll College (Helena)		Bachelor of Arts/Nursing
Miles Community College (Miles City)		Associate of Science/Nursing
Montana State University (Bozeman)		Bachelor of Science/Nursing; Master of Nursing
Montana State University College of Technology (Billings)	Proposed LPN AAS with BOR curriculum	Proposed ASN Nursing Program with BOR curriculum
Montana State University – Great Falls College of Technology (Great Falls)	LPN AAS with BOR curriculum	
Montana State University Northern (Havre)		Associate of Science/ Nursing; Bachelor of Science/Nursing Completion Program

College/University	Practical Nursing Program	Registered Nursing Program
Montana Tech of University of Montana (Butte)	LPN AAS with BOR curriculum	Associate of Science/Nursing with BOR curriculum; Bachelor of Science/Nursing Completion Program
Salish-Kootenai College (Pablo)		Associate of Science/Nursing; Bachelor of Science /Nursing Completion Program
University of Montana Helena College of Technology (Helena)	LPN AAS	Associate of Science/Nursing (new program)
University of Montana Missoula College of Technology (Missoula)	LPN AAS	

4. Program Details

a. Provide a detailed description of the proposed curriculum. Where possible, present the information in the form intended to appear in the catalog or other publications. NOTE: In the case of two-year degree programs and certificates of applied science, the curriculum should include enough detail to determine if the characteristics set out in Regents' Policy 301.12 have been met.

The PN-ASN curriculum consists of 72 credits divided into a 50 credit PN Associate of Applied Science Degree that includes 23 pre-requisite credits and 27 nursing credits. Students may have the opportunity to enroll in a one credit IV therapy seminar, a specialized course requested by the local healthcare community and open to all interested persons as an option for enhancing local employability. A two-credit NURS 246 Leadership Issues course will be offered to the PN graduates wishing to sit for the PN licensure. Students will have the option to complete the NCLEX-PN exam prior to moving into the ASN portion of the curriculum.

If the potential LPN student is entering the ASN portion of the curriculum he/she will be required to take NURS 248, "Transition to Registered Nursing," course for three credits. The ASN curriculum includes 17 nursing credits and 7 additional academic foundation credits. The course titles, credits, and course descriptions are listed in the table below.

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BIOL	213	Anatomy and Physiology I	3
BIOL	214	Anatomy and Physiology I Lab	1
CHEM	104	Fund. of General and Organic Chemistry	3
CHEM	105	Chemistry Lab	1
NURS	101	Introduction to Nursing	1
MATH	106	College Algebra	3

Second Semester

BIOL	216	Human Anatomy and Physiology II	3
BIOL	217	Human Anatomy and Physiology II Lab	1
ENGL	150	College Composition	3
BIOL	104	Nutrition	2
PSYC	101	General Psychology	3

All students must meet minimum Nursing Department requirements to be eligible for application to the PN-ASN Nursing Pathway curriculum. Acceptance into the Nursing Pathways curriculum is competitive and based on a selective points system that includes: CNA certification, grade point average, work experience, community service, written essay, letters of reference and compass placement scores.

Third Semester

NURS	232	Pharmacology	3
NURS	230	Fundamentals of Nursing	7
NURS	234	Gerontology	2

Fourth Semester

NURS	240	Core Concepts of Adult Nursing	7
NURS	242	Core Concepts of Maternal/Child Nursing	3
NURS	244	Core Concepts of Mental Health Nursing	2

Associate of Applied Science Practical Nursing**Total 50 credits**

NURS 246 Leadership Issues-2 credits (taken by students exiting to take NCLEX-PN Exam)

NURS 248 Transition to Registered Nursing-3credits (taken by Licensed Practical Nurses only)

Fifth Semester

NURS	252	Complex Care Needs Maternal/Child Client	3
NURS	254	Complex Care Needs Mental Health Client	2
NURS	250	Pathophysiology	3
BIOL	251	Microbiology	3
BIOL	261	Microbiology Lab	1

Sixth Semester

SOCL	101	Intro to Sociology	3
NURS	260	Complex Care Needs—Adult Client	4
NURS	262	Advanced Clinical Skills	1
NURS	264	Managing Client Care	4

Associate of Science Nursing Degree**Total 72 credits****b. Describe the planned implementation of the proposed program, including estimates of numbers of students at each stage.**

In the academic year of 2005-2006, the Nursing Department made plans to prepare for the new common BOR nursing curriculum. The MSU Billings COT Anatomy and Physiology course (A & P) was upgraded from a 100 level course to a 200 level course. College Algebra and General Psychology were moved to the COT campus so they would be readily available to the Practical Nursing students as academic foundation credit options.

Two semesters of the current AAS Practical Nursing cohort groups will take place in September of 2007 and January 2008. Students entering at that time will complete the current program with the last cohort graduating no later than December of 2009. If approved, the proposed ASN program will begin in January of 2008.

Two final competitive application processes will occur using the existing AAS Practical Nursing program in August of 2007 and January of 2008. Students entering at that time will complete the program with the last cohort graduating no later than May of 2010.

Students may also begin the proposed new AAS program curriculum in spring semester of 2008; the Associate of Applied Science student cohort will graduate in May 2010. The proposed ASN program will begin in January 2008 with its first cohort of students graduating in May 2009.

The following transition grid will map out the plan of transition into the Board of Regents common curriculum.

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Old PN Program (2006-2007)

Health Core Pre-req Semester	
Semester One (SP08: Last Clinical Group Under Old)	Credits
BIOL 216 Human Anatomy and Physiology II	3
BIOL 217 Human Anatomy and Physiology II Lab	1
HLTH 105 Drug Dosage Calculations	1
NURS 206 Nursing Fundamentals	8
NURS 108 Intro to Normal and Clinical Nutrition	3
NURS 102 Pharmacology I	2
Total	18
Second Semester (F08)	Credits
NURS 120 Medical/Surgical Nursing I	8
NURS 122 Maternal Child Nursing	4
NURS 202 Pharmacology II	2
PSYC 101 General Psychology	3
Third Semester (SP09: Last Class Graduates Under Old)	Credits
NURS 201 Psychiatric Mental Health Nursing	4
NURS 210 Medical/Surgical Nursing II	8
NURS 213 Nursing's Role and Human Relations	2
NURS 214 Basic IV Therapy	2
NURS 215 Practical Nursing Preceptorship	2
Total	18

New PN Program (Tentative Plan of Study)

Semester One (SP08: First Group in New Program)	Credits
BIOL 213 Human Anatomy and Physiology I	3
BIOL 214 Human Anatomy and Physiology I Lab	1
ENGL 150 College Composition	3
MATH 106 College Algebra	3
BIOL 104 Nutrition	2
Total	12
Semester Two (FA08)	Credits
BIOL 216 Human Anatomy and Physiology II	3
BIOL 217 Human Anatomy and Physiology II Lab	1
CHEM 104 & 105 Gen/Org Chem and Lab	4
PSYC 101 General Psychology	3
NURS 101 Intro to Nursing	1
Total	12
Semester Three (SP09: First Group Accepted Into New Courses)	Credits
NURS 232 Pharmacology	3
NURS 230 Fundamentals of Nursing	7
NURS 234 Gerontology	2
Total	12
Semester Four (FA09 First New PNs)	Credits
NURS 240 Core Concepts of Adult Nursing	7
NURS 242 Core Concepts of Maternal/Child Nursing	3
NURS 246 Core Concepts of Mental Health Nursing	2
Leadership Issues (for those opting PN exit)	2
Total	14

**New RN Program
Employed LPNs take NURS248--3cr**

SP08: First Group in New RN Program	Credits
NURs 252 Complex Care Needs-Maternal/Child Client	3
NURS 254 Complex Care Needs-Maternal/HealthClient	2
NURS 250 Pathophysiology	3
BIOL 261 Microbiology	4
Total Nursing Credits	12
FA08: First Group Completes New RN Program	Credits
SOCL 101 Intro to Sociology	3
NURS 260 Complex Care Needs-Adult Client	4
NURS 262 Advanced Clinical Skills	1
NURS 264 Managing Client Care	4
Total Nursing Credits	12

***General Education Courses to be added to credits each semester**

5. Resources

a. Will additional faculty resources be required to implement this program?

No. The current faculty will be providing instruction and curriculum oversight for the new program. The following tables explain how they will teach out the present AAS Practical Nursing program and begin the proposed PN-ASN Nursing Pathways model curriculum.

The table below describes the existing nursing program faculty. Four full-time, tenure-track faculty are sufficient to teach the proposed program model curriculum with 20 new students admitted each semester.

Faculty	Basic Nursing Education	Graduate Education	Specialties	Years Teaching	Level
Conner-Rosberg, Audrey, PhD, M.ED,CAGS,BS N,RN	BSN, George Mason University, Fairfax, VA, 1977	PhD- Clinical Psychology, Fielding Institute, Santa Barbara, CA 1996 M. Ed, Education/Human Services, Boston University, Boston, MA 1980	Psychology, Mental Health and Counseling	13 years	PN ASN BSN
Pitt, Harold Wayne, MSN, CRNA, BSN, RN	BSN, University of Alabama, Huntsville AL 1981	CRNA-Nurse Anesthesia, Central North Dakota School of Anesthesia, 1993 MSN University of Mary, Bismarck, ND 1993	Medical Surgical , Pediatrics	1 year	PN
Rossmith, Cindy, MSN, BSN, RN	BSN, Montana State University, Bozeman, MT 1980	MS- Nursing Education, Idaho State University Pocatello, ID 1994	Critical Care, Medical Surgical, Obstetrics/ Peds- CEUs, Home Health	19 years	PN ASN BSN
Nancy Stockman APRN, MSN, BSN, RN	FNP	Certified Family Nurse Practitioner, Gonzaga University, 1997; MS-Nursing, University of Utah, 1987; BS Nursing University of New York-Stonybrook, 1978	Medical Surgical, Ob/Gyn, Mid-wife, Family Nurse Prac, Urology Prac.	3 years	PN ASN BSN
Floyd, Susan, BSN CRN	BSN Montana State University, Bozeman, MT 1985	Certification in Medical Surgical Nursing, Academy of Medical Surgical Nurses, 2005 Additional courses in curriculum development, (1997) principles and methods of teaching, (2006)& testing measurement/evaluation (1991)	Medical Surgical	17 years	PN

If yes, please describe the need and indicate the plan for meeting this need.

b. Are other, additional resources required to ensure the success of the proposed program?

Yes

If yes, please describe the need and indicate the plan for meeting this need.

Facilities/Supplies

MSU Billings' and COT executive administrators provide financial and facility resources sufficient to support continuity and consistency in the educational program. Costs will be funded through tuition, fees and the State allocation as in previous years.

The Nursing Department is located on the second floor of the present MSU Billings COT building. A new Health Science Center is under construction and targeted for completion in early 2008. In May 2005, the Governor Schweitzer signed HB540 which provided \$9 million to fulfill the COT's long-range building plans. This will provide a facility designed specifically to meet the needs of growing healthcare programs beginning in 2008.

Equipment

In 2005, Montana legislators approved appropriations to support 2-year education's equipment and program needs. Over \$71,000 was allocated and spent in anticipation of instructional equipment needed for the proposed ASN program.

Operating cost budgets have been established to maintain this new equipment and purchase the supplies needed for the proposed ASN program.

6. Assessment.

a. How will the success of the program be measured?

Program evaluation occurs on a semester basis and annually. It involves administration, faculty, students, the Nursing Advisory Board, clinical agency staff, graduates and employers. The Program Evaluation Model was developed to identify the evaluative components, input sources, process, timeline, and outcomes criteria.

The program evaluation model describes the evaluation process for both the conceptual/organizing framework for the program and the curriculum. Each is evaluated biennially, in the fall semester of even years, with primary responsibility for curriculum review resting with the curriculum committee. The method for assessment includes review of goals and educational objectives for consistency with the organizing framework and outcomes; calculation of credit hours, required science and humanities courses, and state of science of nursing.

Evaluations from both current students and graduates will be considered by the Committee, who will also seek input from the program's Advisory Committee as needed. Recommendations from the Committee for needed revisions to course content or presentations are to be discussed with and adopted by teaching faculty by the following fall.

The timeline for evaluation affords ample time for program revision based on the evaluative data, changing trends in nursing education, nursing practice, and healthcare delivery. Components of the evaluation model include the organization and administration of the program, curriculum, resources, and student/graduates. Graduate and graduate employer surveys are administered annually.

Student Participation in Program Evaluation

Students will sit on all department committees with the exception of the Nursing Admissions Committee. Four student representatives, one from each semester, are elected by each cohort group. In addition, students may meet individually or in small groups with faculty, the Nursing Director, and support staff upon request to discuss issues and concerns.

7. Process Leading to Submission

- a. Describe the process of developing and approving the proposed program. Indicate, where appropriate, involvement by faculty, students, community members, potential employers, accrediting agencies, etc.

The following table delineates the MSU Billings COT AAS and ASN Nursing program planning timeline and status of each planned step.

MSU-Billings College of Technology Nursing Department Health Career Pathways Timeline

Activity	Date	Status
1) Submit letter of intent to the Montana Board of Nursing	April 2005	Completed
2) Grant Specialist hired to assist with feasibility study	July 2004	Completed
3) Nursing Director for LPN program with ASN qualifications hired on LOA	July 2005	Completed
4) Attend Montana Board of Nursing Meeting in Flathead	July 2005	Completed
5) Receive Permission to Upgrade A&P to 200 Level -- Successful passage thru COT curriculum committee and UCC	Sept. 2005	Completed
6) Network with other COT's in the state regarding 200 A&P upgrade standardization, Develop Articulation agreements with RN to BSN programs	Oct 2005	Articulation Completed with Northern & Verbal with SKC
7) Attend Montana Board of Nursing Meeting in Helena- 2004 Annual Report for LPN program up for approval with eleven recommendations from past years. Assessing the passage of Flathead Valley's Feasibility study, the first joint BOR and SBON proposal	Oct. 2005	Completed
8) Attend Interim SBON Education committee meeting in Bozeman to clarify acceptance of Nursing Director and clinical resource faculty. Network with Nursing Directors determine how to sunset programs	Nov. 2005	Completed
9) Attend BOR to assess FVCC passage and SBON response	Nov. 2005	Completed
10) Advertise and hire qualified MSN faculty with Career Pathways funding, continue present faculty discussions regarding moving into waiver status	Spring 2006	Completed Two MSN Faculty Hired
11) Begin to assess the State, MSU-B, and BOR gen. ed requirements for ASN degrees. clarify if MSU-needs 36 gen. ed credits or can we use the state amount of 30	Dec. 2005	Credits now down to 34 Pending
12) CNA courses running during intersession as second pilot group	Dec. 2005	Completed
13) Work with architects to design new Nursing labs and classroom spaces	Dec 2005	Completed

Activity	Date	Status
14) Work on LPN/BOR curriculum outline	Jan/Feb 2006	Completed
15) Begin Closed enrollment selection process for present LPN students- develop application and acceptance procedures tentatively 29 students for closed enrollment and 11 from the old catalog. Assess resources to expand enrollment number	Dec 2005	Application and points criteria, Application process Completed
16) To curriculum committees to move College Algebra to the COT for the Fall	April, 2006	Completed
17) Conduct an advisory board meeting	Feb 2006	Completed
18) Assess partnership options for CNA programs and assess players who are already offering this service	Dec2005	Completed
19) Follow FVCC process of hiring a Nursing Director and beginning LPN curriculum development with 50 credit model	Spring 2006	Completed Cheryl Richards
20) Work on 3 credit Developmental Psych course at the COT take through curriculum committees	March/April 2006	Completed
21) Start making course descriptions /syllabi for the new LPN plan to include with the SBON substance of change	Feb 2006	Course descriptions and syllabi completed
22) Attend NLNAC Self Study Form In Orlando FL	April 2006	Attend in 2008
23) Complete LPN Annual Report	June 1, 2006	Completed
24) Hire feasibility consultant from within the state of Montana	April 19 th , 2006	Completed
25) Feasibility Team and Consultant Margaret Wafstet Orientation Meeting	May 8 th 0900-1300, 2006	Completed
26) Feasibility Time Line Development	May 10 th , 2006	Completed
27) ASN Interest Survey to department students-totals 64 students. Enter data in data base-Lisa	April 6 th , 2006	Completed
28) Contact SBON for LPN addresses in surrounding counties-Sweet Grass, Stillwater, Carbon, Yellowstone, Big Horn, Musselshell, and Golden Valley Counties	May 11 th , 2006	Completed
29) Remodel Room B029 into temporary Simulator lab with new equipment from OHCE	May-August, 2006	SimMan and SimBaby are functioning
30) Develop ASN Interest Survey for Practicing LPNs in 7 county region-Acceptance with the IRB	May 12 th ,2006	Completed
31) Develop Employer Survey to assess projected hiring needs- vacant bids for RN & LPNs, travelers, \$\$ used for travelers,-Acceptance with the IRB	May 15 th , 2006	Completed
32) Copy available feasibility studies from prior programs and distribute to the Team. (Missoula, Helena, & Flathead Valley)	May 10 th , 2006	Completed
33) Download the SBON and BOR feasibility requirements for document files and distribute to the Team.	May 15 th , 2006	Completed
34) Graph out plan to year 2010, for sun setting AAS to ASN and Certificate LPN	May 18 th , 2006	Completed
35) Laerdal Rep coming to Billings for Simulator set up	May 24 th , 2006	Complete

Activity	Date	Status
36) Collect Data from Surveys- Population data within the past three years and workforce supply and demand data from the past year documenting the need for the program as it relates to plans for total state resources and nursing education needs within the state.	May & June, 2006	Completed
37) Submit Annual Report to SBON	May 30 th , 2006	Completed
38) Mail all surveys to practicing LPNs and surrounding employers	June 1, 2006	LPN surveys out on June 6 th , 2006
39) Add New Career Pathway faculty member to the feasibility team	June 1, 2006	Completed
40) Network with local players in Healthcare & Education for letters of support	June, 2006	Completed-IHS, St. Johns, St Vs
41) Begin writing sections of feasibility study drafts (Describe purpose and classification of program, Availability of qualified faculty, budgeted faculty positions, resources, and how this program may affect other nursing programs)	June-July, 2006	Completed
42) Travel to Gatesville TX for 3days Simulator Training with faculty member Robin Rasmussen	July 2006	Completed
43) Second Feasibility Team Visit with Consultant	June 16 2006	Completed
44) Tabulate survey responses from LPNs and employers	June-July, 2006	Approx.175 LPN returns approx 75 employer returns as of 6/31
45) Hire third MSN faculty for replacement position, Hire 3-4 clinical resource nurses for Fall 06	July-Aug, 2006	Completed
46) Tentative budget for ASN program- Liz	July 6 th , 2006	Completed
47) Attend SBON meeting in Helena	July 18-20, 2006	Meeting Cancelled Teleconf on Aug. 9 th 2006
48) Application deadline for Fall 2006 competitive enrollment students in current PN program	July 21, 2006	Completed
49) Final draft to Margaret for proof reading	July 24 th , 2006	Completed
50) Corrections in final draft	July 30 th , 2006	Completed
51) Open House for SIMMAN with employers-gather letters of support for ASN program	Fall 2007	Pending
52) Copies of feasibility study sent to all Nursing Directors in the State	August 21 st , 2006	Completed
53) Verify MSN qualified faculty send to SBON	Oct, 2006	Completed
54) Travel to MSU-Northern as Advisory Board Member	August, 16 th , 2006	Completed
55) Full time faculty return from summer break	August 21, 2006	Completed
56) Submit final feasibility study to the SBON and BOR	August 30,2006	Completed
57) Start filling out the preliminary submission paperwork for the COT Curriculum Committee	August –Sept, 2006	Completed – obtained program approval
58) Meet with Director of Med Assisting program regarding the Pharm I content that will no longer be offered in new program it will be put into	August-Sept, 2006	Completed

Activity	Date	Status
Fundamentals		
60) Meet with BIOL department to discuss COT Nutrition class and Micro Class without pre-recs	August-Sept, 2006	Completed – Developed BIOL104
61) Meet with Allied Health making sure the 2+2 plans work with ASN curriculum plan	August- Sept, 2006	Pending
62) Get Fall 2006 PN classes started-orient new faculty	Sept 6 th 2006	Completed
63) Get programming done for cases in Simulator lab	Aug-Sept, 2006	Completed
64) Submit Level II for PN-Certificate and ASN Program to MSU-B curriculum committees	Sept, 2006	Completed
65) Conduct Advisory Board Meeting	Sept, 2006	Completed
66) Attend SBON Meeting in Bozeman, Defend annual report and feasibility study-Request Dean and Feasibility Team to attend- Ask permission to postpone the July 2007 AAS PN Program Site Visit until new ASN plan.	Oct, 2006	Completed
67) When Curriculum reaches Academic Senate Submit Level II to the BOR	August 2007	Completed
68) Write First Draft of SBON Application for Initial Approval Plan	November 31, 2006	Completed
69) Follow up on Level II for BOR	September and November, 2007	Pending
70) Attend SBON Meeting to defend Application for Initial Approval Plan	October 2007	Pending
71) Attend BOR Mtg in Billings and in Helena to defend Level II	September and October 2007	Pending
72) Prepare for Current Practical Nurse Site Visit	Spring 2007	Completed
73) Complete new BOR LPN AAS and ASN curriculum course work.	Spring 2007	Completed
74)Postpone Site Visit for PN program	July 2007	Approved through Fall 2007
75)Admit Semester Gen Ed Core in PN AAS Program	January 2008	Pending
76) Admit first group of 20 ASN students	Spring 2008	Pending
77) Move into New Building Site	Spring 2008	Pending
78) Graduate last AAS Degree students	December 2009	Pending
79) Graduate First ASN Degree students	December 2008	Pending
80) Graduate First PN Total ASN Group	December 2010	Pending