

**1. OFF-SITE DELIVERY PROPOSAL
FORM OS**

OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM

Sponsoring Institution(s): Moberly Area Community College

Program Title: Accelerated Admission Option for LPN

Degree/Certificate: Associate Degree Nursing

Institution Granting Degree: Moberly Area Community College

Delivery Site:

MACC – Kirksville Higher Education Center
2105 East Normal
Kirksville, MO 63501

Mode of Program Delivery: Traditional, virtual, and hybrid course instruction

CIP Classification: 51.3801

Implementation Date: Fall 2011

Cooperative Partners: None

AUTHORIZATION

Ms. Deanne Fessler

Person to Contact for More Information

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Telephone

(Complete proposal and forms are attached)

ASSOCIATE OF ARTS DEGREE EXPANSION COMPLETE PROPOSAL

2. NEED

The mission of Moberly Area Community College is to foster excellence in learning by providing open admission to educational programs that are geographically and financially accessible throughout its service region. In order to respond to the changing educational needs of the various communities it serves, MACC pursues its mission by offering educational programs and services that prepare students to fulfill their role in the global community.

One important goal in the College's 2009-2014 strategic plan is to "provide exemplary instructional programs at the postsecondary and adult level," which includes seeking approval to offer existing degrees at off-campus sites as appropriate. Additionally, another goal challenges the College to "maintain and expand efforts to make college attendance financially and geographically accessible throughout the service region".

Current research indicates that Adair County is economically vulnerable, with unemployment rates averaging slightly over 6.5% throughout 2009. Additional data from the Office of Social and Economic Data Analysis (OSED) estimates that in 2008, approximately 27% of Adair county residents lived below the poverty level and 42.5% of students in the Adair school district were enrolled in the free and reduced lunch program.

By requesting permission to offer the Accelerated Admission Option for LPN program in Kirksville, MACC will be meeting a clearly defined need within our service region in addition to fulfilling the College's mission and stated goals in the strategic plan. The following narrative will provide additional details regarding the expansion of the Accelerated Admission Option for LPN program to the Kirksville Area Technical Center.

A. Student Demand

MACC strives to gauge community needs and be responsive to recommended programs and training as resources allow. One way MACC accomplishes this is by regularly soliciting student feedback through various survey methods and by partnering with local and regional groups to perform additional needs analysis. Data from these studies indicate that demand for additional educational opportunities for nurses in the Kirksville area is high.

Recent employer survey data indicates that 16 healthcare organizations in Northeast Missouri employ staff members who have expressed an interest in enrolling in MACC's proposed Accelerated Admission Option for LPN program. The majority of these organizations also indicated that they would likely support employees enrolling in the program by providing scholarships/loans, compensatory time, or work schedule flexibility to allow their employees to obtain this degree. Additional data provided by the Kirksville Area Technical School indicates that graduates of their practical nursing program regularly request additional nursing coursework and the creation of an Accelerated Admission Option for LPN program in order to further meet their career and educational objectives.

A recent environmental scan of MACC's service region indicates that nine counties in the Northeast corner of Missouri have LPN populations that would likely enroll in MACC's proposed Accelerated Admission Option for LPN program based on travel distance for clinical coursework. These nine counties have a combined potential student population of over 700 current LPN's that will sustain enrollment in MACC's Accelerated Admission Option for LPN program indefinitely.

Form SE included below projects enrollment for the next five years in the proposed Associate Degree in Nursing Accelerated Admission Option for LPN program expansion to be offered at the Kirksville Area Technical Center. Initial enrollment limits are determined by the Missouri State Board of Nursing and then are adjusted by the college as needed based on various factors such as number of faculty, facility/equipment availability, and financial resources. MACC's Accelerated Admission Option for LPN program has received initial approval to enroll 10 full-time students in each entering cohort.

FORM SE

Student Enrollment Projections

Year	1	2	3	4	5
Full-time	10	10	10	10	10
Part-time	0	0	0	0	0
Total	10	10	10	10	10

B. Market Demand

A recent survey of nursing employers conducted by MACC indicated that health care organizations in Northeast Missouri have moderate difficulties in hiring registered nurses, with the primary reason cited as lack of available applicants. This survey also revealed that the turnover rate for registered nurses in the Northeast region is as high as 10% annually, with the greatest turnover being in long-term care facilities. These findings are further supported by the Missouri Regional Outlook 2008-2018 report published by the Missouri Economic Research and Information Center. That report lists registered nurses as one the top occupations in Northeast Missouri, with over 10,000 anticipated job openings between 2008 and 2018.

The *2011 Occupational Outlook Handbook* published by the Bureau of Labor Statistics projects that job opportunities for registered nurses will grow 22% by 2018, creating employment opportunities for MACC nursing graduates. Continued staffing shortages in this field are also predicted by many organizations in the field; data from the 2008 Health Resources and Services Administration (HRSA) study on the registered nursing population in the United States indicates there could be a shortage of as many as a million registered nurses by the year 2020 if current trends continue.

Health Care and Social Assistance Services has been identified by the Missouri Research and Information Center, (MERIC) as a "Cheetah" industry in Missouri. This designates the health care field as one of the state's fastest growing business sectors. Cheetah firms are characterized by extremely rapid increases in job growth, averaging 250% over the last five years. There are currently 345 Cheetah firms in Missouri servicing physician and other healthcare provider offices, providing many job opportunities for MACC graduates. According to a 2008 MERIC report, Missouri's Cheetahs cited having and hiring skilled workers as vital to their current and continued success, thereby making the development and adjustment of programs to prepare Missourians for the jobs of the 21st century critical.

C. Societal Need

In 2010, Governor Jay Nixon created the Training for Tomorrow grant program to prepare Missouri citizens for careers in growing industries and to address the increasing shortage of workers in critical fields such as nursing. MACC's Accelerated Admission Option for LPN program is in a good position to assist the Governor's office in its Training for Tomorrow goals by providing nursing professionals with an efficient and cost-effective means of increasing their credentials. MACC has received \$520,000 in Training for Tomorrow funds to use towards the expansion of the existing Accelerated Admission Option for LPN program, with over \$240,000 going directly to the Kirksville expansion.

The *Coordinated Plan for the Missouri Department of Higher Education* envisions a system of postsecondary education that is of the highest quality, distinguished by a coordinated, balanced, and cost-effective system. That system will also include a range of vocational, academic, and professional programs that are affordable and accessible to all citizens and differentiated by institutional missions. MACC and the state's community colleges are in a good position to assist the state in its *Coordinated Plan* goals.

Efforts to expand the Accelerated Admission Option for LPN program to the Kirksville area will assist in meeting the MDHE Coordinated Plan objectives of increasing the percentage of Missouri residents who possess a postsecondary credential and increasing educational access to working and non-traditional students. The expansion of the Accelerated Admission Option for LPN program to Kirksville will address the needs of working adults who seek to further their credentials to maintain employment or those who seek new employment opportunities due to current negative economic conditions. Offering the Accelerated Admission Option for LPN program in Kirksville will also provide increased community-wide economic benefits. A 2004 study conducted by CCbenefits, Inc. found that as many as 68% of MACC graduates stay in the region initially after graduation and become contributors to the local economy. Considering that the average MACC graduate spends approximately 40 years in the workforce and earn approximately \$350,000 more over the course of their career than someone with only a high school diploma or GED, the potential economic impact of MACC graduates throughout the service region is significant.

The improved access to higher education, both geographically and financially, achieved through MACC's active presence at off-campus sites is responsive to the state and national priority for accessibility to higher education for all citizens. Combined with the economic benefits that MACC graduates bring to their communities, it is appropriate to increase MACC's current presence by offering additional degree programs. The addition of courses toward the granting of the Associate Degree in nursing is a natural progression from the current state of providing selected general education courses in the degree program.

D. Methodology

The following resources provided information and data used to determine market demand and societal need.

- CC Benefits, Inc., *The Socioeconomic Benefits Generated by Moberly Area Community College*, Fact Sheet (2004)
- Missouri Research and Information Center, *Chasing Cheetahs: Lessons from Missouri's Fastest Growing Companies* (2008)
- Office of Social and Economic Data Analysis, *Social and Economic Profile of Adair County* (2010)
- Lumina Foundation, *A stronger nation through higher education* (2010)

- Missouri State Board of Nursing, *Survey of Nurses* (2009)
- Bureau of Labor Statistics, *Occupational Outlook Handbook 2010-2011*
- Missouri Research and Information Center, *Missouri Hot Jobs 2008-2018*
- Missouri Research and Information Center, *2008-2018 Career Grades: Navigating Missouri's Top Jobs - 2010*
- Missouri Research and Information Center, *Education & Training Needs for Missouri's Workforce 2016*

3. DUPLICATION AND COLLABORATION

As the designated community college service provider for 16 northeast Missouri counties including Adair, Knox, and Lewis, the Associate Degree in Nursing Accelerated Admission Option for LPN program is not currently available through any other public institution in the area. Thus, there would be no duplication of programming or related services.

Two other institutions in the northern part of Missouri and the southern part of Iowa have Associate Degree Nursing programs – North Central Missouri College in Trenton, and Indian Hills College in Ottumwa, Iowa. Both of these schools are outside of MACC's service region and are located more than 60 miles from Kirksville, making access difficult for working students. In addition, neither institution has an Accelerated Admission Option for LPN program that would allow current professionals to take only the select courses needed to complete their ADN credential.

Articulation agreements with other colleges and universities throughout the MACC service region and with institutions offering BSN and MSN online programs will allow students many transfer opportunities to four-year institutions. In the Kirksville area, LPN graduates completing an Accelerated Admission Option for LPN program in nursing before pursuing a bachelor of nursing degree have an advantage at the 4-year BSN level because no advanced placement credit is given for prior LPN coursework. MACC's Accelerated Admission Option for LPN program graduates will be able to enter a BSN program as juniors, thereby eliminating one additional year of coursework.

It is anticipated that offering the Accelerated Admission Option for LPN program in Kirksville will increase enrollment at other institutions such as Truman State University, Hannibal La-Grange College, Central Methodist University, and the University of Missouri-Columbia.

4. FINANCIAL PROJECTIONS

Forms FP attached to this document project expenditures and revenues for the Associate Degree in Nursing program at the Kirksville site for a five-year period beginning FY 2012.

5. PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

A. Student Preparation

All students in MACC nursing programs go through a rigorous application and competitive selection process. Students are required to have a minimum ACT score of 20 and a high school or college GPA of at least 2.5. Students must submit three letters of reference and successfully pass a national criminal background check and an additional background check by the Missouri Department of Health and Senior Services. Prospective students are required to have or obtain an active undisciplined Missouri practical nursing license before admission to the program. MACC's application guidelines are based on general instructions provided by the Missouri State Board nursing and are very similar to other nursing programs in Missouri.

B. Faculty Characteristics

MACC employs faculty who have earned, from accredited institutions, the degrees appropriate to the level of instruction offered by the institution and program. Faculty members who teach in the Associate Degree Nursing program are required to have at least a Bachelor of Science in Nursing (BSN) degree and a Masters degree in nursing is preferred. These standards apply to full-time and adjunct faculty. Clinical faculty members must have at least a Bachelor of Science in Nursing degree and be clinically competent to teach in the area they are assigned.

MACC strongly supports professional growth as well as and service and leadership activities among faculty members and participation in these activities is an integral part of the faculty evaluation process. All full-time faculty have the same professional growth opportunities, including membership in professional associations, travel to state and national conferences, participation in the MACC staff development program, and attendance at orientation/topical workshops at the beginning of each semester. Adjunct faculty are invited to participate in all faculty workshops as well as sessions geared specifically to their instructional needs. All new faculty members are provided orientation sessions prior to their first semester of teaching at the College.

Full-time faculty maintain a minimum of ten office hours per week. Part-time faculty who teach nine hours maintain a minimum of three office hours per week. To increase accessibility, students may meet with instructors in either their physical offices at each campus site or in their virtual offices via Elluminate. Students also have access to the campus e-mail system and an internet portal, which allow additional means of communication with faculty.

Coursework at the Kirksville site will be delivered by traditional and web-synchronous methods of classroom and laboratory instruction. At this time, approximately 15% of professional courses and approximately 65% of general education coursework in the degree program will be delivered by adjunct faculty. Instruction not delivered by adjuncts will be delivered by full-time faculty. MACC has the ability to share faculty among its sites and additional full-time instructors from the Moberly campus will maintain a consistent presence at the Kirksville site as well. Clinical instruction will take place in a variety of practice settings in the Kirksville area with the primary clinical site being the Northeast Regional Medical Center.

C. Enrollment and Graduation Projections

It is anticipated that the Accelerated Admission Option for LPN program will enroll 10 students per year by the end of five years at the Kirksville site. Class size is limited by the restrictions identified in the previous section. The following table shows the number of expected graduates based on projected student enrollment at the Kirksville site.

Student Enrollment Projections

Year	1	2	3	4	5
Full-time	10	10	10	10	10
Part-time	0	0	0	0	0
Total	10	10	10	10	10
FTE (PT students =.5)	10	10	10	10	10
Graduates	8	8	8	8	8

MACC expects completion rates of students enrolled at the Kirksville site to reflect completion rates of full-time students enrolled in the Associate Degree in Nursing Accelerated Admission Option for LPN program on the Main Campus. The 10 students enrolled in the Kirksville Accelerated Admission Option for LPN program cohort will be joined with a 10-student cohort on the Moberly campus with the same expected enrollment and graduation projections. Therefore, total enrollment for the combined cohort is 20 students per year, and graduation projections are for 16 graduates per year.

D. Student and Program Outcomes

Upon completion of the 75-credit hour Associate Degree in Nursing, students will demonstrate the ability to interpret, analyze, and critique thoughtfully, logically, rigorously and with creativity. Students will also develop and refine the interpersonal and communication skills needed to effectively communicate with and manage the care of a wide variety of clients at an entry-level of nursing practice and demonstrate accountability and integrity in nursing practice with realistic self-assessment and ongoing plans for professional development.

Assessment of student progress toward achieving these outcomes is accomplished through review of written and oral work as well as the use of a clinical evaluation tool that specifically addresses these behaviors. Students' proficiency in the general education curriculum is measured at both the course and program level. Objectives for each general education course are listed on the common syllabus for each course. Assessment of these objectives occurs primarily at the course level. Assessment of student learning in their courses at the Kirksville site will be integrated into the College's general education assessment plan as described below.

At the program level, general education learning outcomes have been identified, courses have been aligned with these outcomes, and outcomes are assessed through a purposeful sampling of student artifacts across a broad range of general education courses. Faculty-developed rubrics are used to assess these artifacts in terms of the identified outcomes. The collection of student artifacts becomes an institutional portfolio reflecting student progress toward general education outcomes at MACC. Artifacts will be collected from courses at the Kirksville site. MACC's course rubrics are reviewed regularly and updated as needed during faculty workshops and program reviews to ensure that they reflect the most current pedagogies and program curriculum.

Students are also assessed on the achievement of competencies specific to program competencies and industry-desired traits. Program Essential Skills, developed in a cooperative effort between MACC nursing faculty, the program advisory committee, and industry representatives are evaluated of all program graduates. It is the goal of the program that completers master not less than 80% of the essential skills designated for the nursing program. In 2009-2010, all program completers achieved this standard. Program graduates are also required to pass the National Council of Licensing Examination for Registered Nurses before gaining licensure in Missouri. MACC's nursing program consistently ranks among the top programs in the state with over 90% of graduates in each cohort achieving licensure. 93% of the graduates in MACC's 2009-2010 cohort achieved licensure within three months of graduation.

Graduates of MACC career and technical programs are highly successful in finding employment. The most recent annual placement report indicates that 100% of the Accelerated Admission Option for LPN program graduates were employed in related occupations or were continuing their education in a related field. Students at the Kirksville sites will be provided the same services by the MACC placement office. It is expected that placement rates for these

graduates will be very similar to the rates produced by students attending at the Moberly campus.

The most recent placement survey of Career and Technical graduates indicated that nursing graduates earn an average starting wage of \$19.14/hour. This is over twice the current minimum wage in Missouri and is one of the highest average starting wage for all of the College's career and technical education programs. Statewide starting salaries for registered nurses averages \$41,476 with experienced nurses earning as much \$64,263 annually.

E. Program Accreditation

Moberly Area Community College is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

F. Graduate Satisfaction Survey

The Office of Institutional Effectiveness and Planning administers a Graduate Satisfaction Survey to all students completing a degree or certificate program at MACC. The survey is included in the packet of graduation materials given to students each semester and can be turned in at any of the off-campus sites or mailed to the main campus. Survey results gauge graduates' level of satisfaction with MACC's advising and instruction, as well as overall satisfaction with their educational experience.

In the most recent survey, 85% of spring 2010 MACC graduates stated they were "satisfied" or "very satisfied" with the quality of instruction they received and the quality of their overall educational experience. MACC has participated in alumni and employer surveys sponsored by the CBHE. As these surveys are implemented in the future, students at off-campus sites and employers of graduates will be included. As additional survey strategies are developed, students at these sites will be included.

6. QUALITY ASSURANCE FOR OFF-SITE PROGRAM

A. General Oversight

Four key administrators are responsible for oversight of the Associate Degree in Nursing Accelerated Admission Option for LPN program at Kirksville.

Greg Mosier	Dean of Career and Technical Education
Michele McCall	Dean of Off-Campus Programs and Instructional Technology
Ruth Jones	Director of Nursing and Allied Health Programs
Artie Fowler	Director, MACC-Kirksville site

Deans Mosier and McCall and Ms. Jones provide oversight for course scheduling, program offerings, instructional quality, and faculty management. They are also chiefly responsible for reporting to the Vice President for Instruction and the President of MACC regarding the status of off-campus programs. Daily operations of the Kirksville site are managed by Ms. Fowler with assistance from staff in the Office of Off-Campus Programs on the Main Campus.

B. Faculty Qualifications

At this time, approximately 15% of professional courses and approximately 65% of general education coursework in the degree program will be delivered by adjunct faculty. All staff engaged in the delivery of instructional services at Kirksville will be subject to MACC's customary hiring, orientation, evaluation, and development standards. The nursing faculty must also meet the faculty requirements for the Missouri State Board of Nursing as identified in

the Minimum Standards for professional programs of nursing. MACC requires the same educational credentials of faculty at the Kirksville site as it does those who teach on campus. Ongoing instructional technology training is provided to faculty and staff at all MACC sites to stay abreast of current technological advances.

C. Support Services

Just as care is taken to ensure the quality of instruction, MACC provides support services at each off-campus site equal to those available at the Main Campus to the extent possible. Students participating in nursing courses delivered at the Kirksville Area Technical Center will have full access to student support services provided at the MACC-Kirksville site.

MACC's Kirksville site administers placement testing, conducts registration and enrollment, collect fees, provide faculty support and bookstore services, delivers financial aid counseling and academic advisement, assists with transfers and job placement, and disseminates informational materials. Support services are also available for students with disabilities to assist them with program access needs and academic accommodations.

Students at the Kirksville site have remote access to library services on the Main Campus. Students may communicate through e-mail with the librarian and other personnel at MACC, and access not only MACC library materials but also academic library holdings at public two-year and four-year educational institutions in the state through the College's MOBIUS subscription. Students also have access to the myMACC portal, which provides secure web access to pertinent information including College calendars, announcements, class lists, online registration, grades, financial information, and online resources.

MACC has worked to develop systems to provide timely delivery of borrowed materials from the main campus library to off-campus sites. A courier is responsible for delivering materials to off-campus sites. MACC strives to provide students with avenues of information that are up-to-date and easily accessible.

Improvement of support services is an ongoing priority at MACC and input is solicited annually through various student satisfaction surveys. Recent survey data indicates that students are consistently satisfied with the overall quality of the support services provided by MACC. Satisfaction scores will continue to be monitored by the college and program adjustments made as necessary based on student feedback.