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OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM

Sponsoring Institution (s): State Fair Community College
Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions).

Program Title: Practical Nursing
Degree/Certificate: Professional Certificate
Institution Granting Degree: State Fair Community College
Delivery Site(s): Boonslick Technical Education Center
Mode of Program Delivery: Face-to-Face

Geographic Location of Student Access: 1694 West Ashley Road, Boonville, MO 65233

CIP Classification: 51.3901 (Please provide CIP code)
Implementation Date: Fall 2013
Semester and Year
Cooperative Partners: Boonslick Technical Education Center

AUTHORIZATION

Dr. Brent Bates, Vice President, Educational and Student Support Services

Table with 3 columns: Name/Title of Institutional Officer, Signature, Date. Row 1: Dr. Brent Bates, 660-596-7252. Row 2: Person to Contact for More Information, Telephone.



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**STUDENT ENROLLMENT PROJECTIONS**

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Year	1	2	3	4	5
Full Time	25	25	25	25	25
Part Time					
Total	25	25	25	25	25

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Form SE - Student Enrollment Projections



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## PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

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Institution Name      State Fair Community College  
Program Name          Professional Certificate-Licensed Practical Nursing  
Date      March 19, 2013

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

### Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

Students entering the LPN program are required to meet the following requirement: cumulative GPA for prerequisite and required classes (BIO 207, ENGL 101, and MATH 112) of 2.75 or higher, completed BIO 207, Human Anatomy with Lab, with in the last 10 years or with a "B" or better, completed MATH 112, Intermediate Algebra, with a "C" or better, and completed ENGL 101, English Composition 1, with a "C" or better. The student must be CPR certified by the American Heart Association and it must stay valid throughout the nursing application process and program. The TEAS-V must be completed with a minimum score of 58.7% and the student has to have a cumulated GPA of 2.5 or higher in any other courses completed and have a "B" average in any Biology courses.

- Characteristics of a specific population to be served, if applicable.  
The LPN professional certificate is designed for students who wish to take the next step in the health field. Students have the option after completing the LPN certificate to continue on and complete their Associates of Applied Science degree in Nursing and/or transferring to a four year school and completing their Bachelors in Science in Nursing.

### Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.  
Faculty are required to have a BSN and a minimum of two years of work experience.
- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.  
Full time faculty will be assigned to teach 12 credit hours a semester.
- Expectations for professional activities, special student contact, teaching/learning innovation.

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Initially, the site will be staffed with two full time faculty and one full time administrative assistant. Adjunct faculty and clinical staff will be used to staff the remaining courses.

#### Enrollment Projections

- Student FTE majoring in program by the end of five years.  
The program will admit 25 students each fall term with one alternate.
- Percent of full time and part time enrollment by the end of five years.  
100 percent FTE

#### Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.  
At the end of three years 75 students will have completed the LPN program and received certification. After five years 125 students will have completed the LPN program and received certification.
- Special skills specific to the program.  
N/A
- Proportion of students who will achieve licensing, certification, or registration.  
100 percent will achieve certification.
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.  
100 percent of students pass the NCLEX-PN exam.
- Placement rates in related fields, in other fields, unemployed.  
N/A
- Transfer rates, continuous study.  
90-100 percent of students continue to receive their Associate of Applied Science in Nursing.

#### Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide reasons. State Fair Community College courses and degrees are accredited through the Higher Learning Commission (HLC), a Commission of the North Central Association of Colleges and Schools (NCA).

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### Alumni and Employer Survey

- Expected satisfaction rates for alumni, including timing and method of surveys.  
We currently do not administer alumni surveys.
- Expected satisfaction rates for employers, including timing and method of surveys.  
N/A

## **State Fair Community College-Boonville**

### **Off-Site Center Proposal**

#### **Delivery Site:**

Boonslick Technical Education Center  
1694 West Ashley Drive  
Boonville, MO 65233

**Mode of Program Delivery:** Face-to-Face

#### **Cooperative Partners:**

Boonslick Technical Education Center  
Boonville R-1 School District

#### **Authorization**

Dr. Brent Bates, Vice President, Educational and Student Support Services

*Person to Contact for More Information:*

Dr. Brent Bates, Vice President, Educational and Student Support Services  
660-596-7252  
bbates@sfccmo.edu

**Proposal for Establishing a Residence Center in Boonville, MO.**  
**Submitted by**  
**State Fair Community College**  
**To**  
**Missouri Department of Higher Education**

**Overview**

State Fair Community College (SFCC), Sedalia, MO. respectfully seeks to establish a Missouri Department of Higher Education (MDHE) approved resident site in Boonville, MO. It is the intent of this proposal to seek approval from the MDHE to use the Boonville location as an approved site to offer a Licensed Practical Nursing (LPN) Program.

The LPN program and services to be offered at the Boonville Site are consonant with the role and scope of the same program at the main campus in Sedalia and are consistent with the mission of the college. The purpose for the LPN program is to meet the increasing demands for health care in the central Missouri region. Career paths in nursing are expanding, and this program will help meet that growing demand. Additionally, the LPN program will prepare students to transition to an Associate's Degree in Nursing (RN) through obtaining an Associate of Applied Science (AAS) Degree.

The Boonslick Technical Education Center (BTEC) in Boonville currently offers a LPN program, however; due to circumstances beyond their control, their accreditation will end in June 2014. After considering costs and other factors associated with obtaining new accreditation, the BTEC decided not to continue the LPN program and offered it and its current facility to SFCC.

Students will be required to meet State Fair Community College admission requirements along with State Fair Community College LPN program requirements. Students can estimate a year of prerequisite classes and, once admitted into the program, an additional year of program requirements. LPN classes will begin every fall term (August) and run until the end of summer (July). The goal for the program is to begin fall 2013. No changes to the LPN program are anticipated in instructional methods, course structure or support services, with the exception of one annual start date.

Financial support for the Boonville site will be provided by the main institution and will receive its own budget for operations. Income from tuition and fees is expected to cover expenditures. The approval of the Boonville site will allow SFCC opportunities for classroom, lab and specialized learning in space specifically designed for nursing instruction. The space will include one large classroom, library space, three large offices, and a nursing lab. The program will be open to 25 students with one alternate spot.

Continuing the LPN program in Boonville allows students to continue their education locally and help the local medical community. Many of the healthcare institutions in Boone, Howard, and Cooper County rely on the LPN program to staff their sites. The loss of this program could potentially mean the loss of staff for the local hospitals, nursing homes, assisted living centers, and private offices.

## Needs Assessment

State Fair Community College's mission statement states, "State Fair Community College is an accessible, learning-centered institution, enriching its students and community by providing skills, knowledge and perspectives essential for a changing world." Driven by its mission statement, State Fair Community College strives to meet the current educational demands of its 14 county service region and students by consistently analyzing its ability to meet those changing needs through advisory committee recommendations, student suggestions and current market demands. The decision to develop the Boonville Site was initiated as a direct result of this process.

## Student Needs

The program in Boonville will address the needs of the current residents, giving individuals the opportunity to complete their education goals closer to home and fulfill the need of health professionals in Cooper, Boone, and Howard County.

The need for this program is sought out by many different individuals who are looking to obtain a certification that will allow them to enter the workforce in a timely manner. The LPN program gives these individuals the ability to enter the workforce with the skills needed to be successful and the opportunity to continue their education.

## Student Enrollment Projections

<b>Year</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>Full Time</b>	26	26	26	26	26
<b>Part Time</b>					
<b>Total</b>	26	26	26	26	26

## Societal Needs

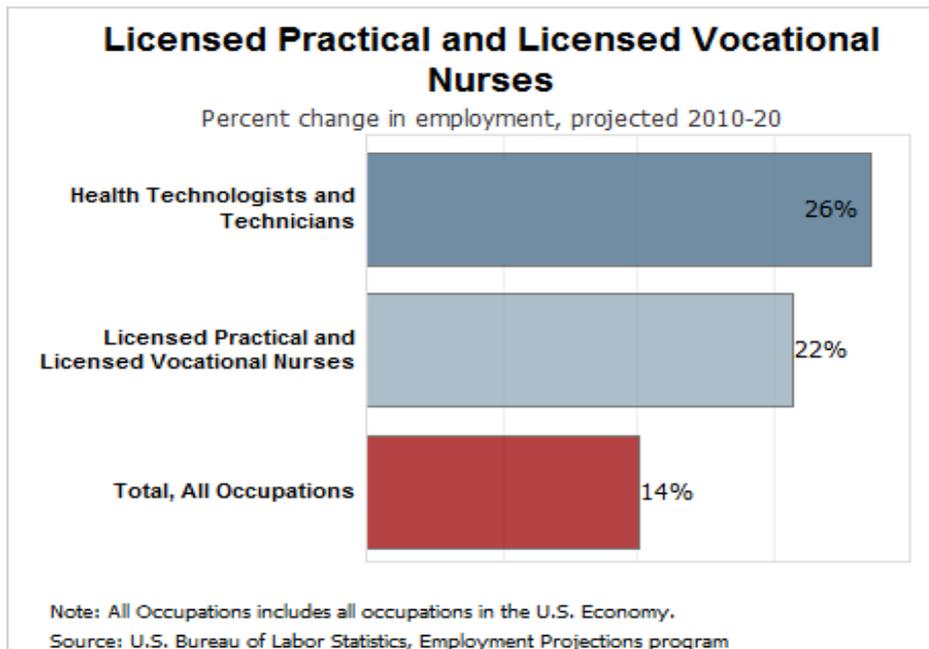
In recent months, major local employers have laid off approximately 300 employees. This increases the need for educational opportunities in the community. The LPN program will provide local residents with skills to increase their options for employment.

## Industry Needs

The Bureau of Labor Statistics indicates a twenty-two percent increase in employment for individuals in the LPN field in the coming years. Small, rural communities rely on local in-home health care, assisted living facilities, and nursing home facilities, which create more local employment opportunities.

## Market Demand

Data from the Bureau of Labor Statistics states an expected 29 percent increase in healthcare jobs by the year 2020, which is equivalent to 3.5 million new jobs in the health care field. This will, typically, produce a larger demand for jobs in the private offices, hospitals, nursing homes, and assisted living facilities that employ LPNs. Recently, the health field has begun to reevaluate the procedures that are done in a hospital setting, which has begun to increase the demand for LPNs in outpatient facilities. The graph below provided by the Bureau of Labor Statistics, gives estimated employment projections for Licensed Practical Nurses through 2020:



In 2010, LPNs held 752,300 jobs in the medical field. The chart below shows the breakdown and the need of LPNs in the different fields.

<b>Nursing care facilities</b>	<b>29%</b>
<b>General medical and surgical hospitals; private</b>	15
<b>Offices of physicians</b>	12
<b>Home health care services</b>	9
<b>Community care facilities for the elderly</b>	5

<http://www.bls.gov/ooh/healthcare/licensed-practical-and-licensed-vocational-nurses.htm#tab-3>

The counties that are being served by the Boonville LPN program are Boone, Cooper, and Howard, which caters to the need for LPNs in nursing homes, assisted living facilities and hospitals. Each of the counties have an abundance of employment possibilities for students graduating from State Fair Community College.

The graph below shows the local medical facilities in Cooper, Howard, and Boone County that employ LPNs.

<b>LPN Medical/School Facilities</b>			
	<b>Boone County</b>	<b>Cooper County</b>	<b>Howard County</b>
<b>Assisted Living</b>	12	3	3
<b>Nursing Homes</b>	2	3	2
<b>Hospitals</b>	4	1	0
<b>Private offices/Clinics</b>	500+-	12	3
<b>Schools</b>	70	18	9

Attached in the appendix are multiple letters of support from the local medical community stating support for this transition and the importance of providing an LPN program to the local community.

## Evaluation of Program and Courses

All of the courses will be offered face-to-face and in a clinical/lab/lecture format. A majority of the courses will be taught by two full time faculty and a minor number of courses will be instructed by adjunct faculty. Students are expected to complete approximately nine and a half clinical hours, in addition, to community service hours each term. They are expected to participate in the nursing club and attend monthly meetings.

Once admitted to the program, students will begin their core nursing classes which are listed in the table below:

<b>LPN Certification</b>					
<b>Prerequisites</b>	<b>8 Weeks</b>	<b>8 Weeks</b>	<b>8 Weeks</b>	<b>8 Weeks</b>	<b>Summer</b>
<b>BIO 207</b> Human Anatomy w//lab (4)	<b>BIO 208</b> Human Physiology with lab* (4) (General Education Course)		<b>NURS 124</b> Adult Health II (4)	<b>NURS 134</b> Nursing Care of the Child-Bearing Family (2)	<b>PSY 101</b> General Psychology* (3) (General Education Course)
<b>MATH 112</b> Intermediate Algebra (3)	<b>NURS 112</b> Introduction to Psycho-Social Health (2)	<b>NURS 118</b> Fundamentals II <b>Clinical</b> (1.5)	<b>NURS 126</b> Adult Health <b>Clinical</b> (3)	<b>NURS 136</b> Child-Bearing Family <b>Clinical</b> (1.5)	<b>NURS 130</b> Adult Health Care Coordination <b>Clinical</b> (2)
<b>ENGL 101</b> English Comp 1 (3)	<b>NURS 117</b> Fundamentals II Theory (3)	<b>NURS 119</b> Allied Health Pharmacology (3)	<b>NURS 132</b> Nutrition (3)	<b>NURS 140</b> Nursing Care for the Child Rearing Family (2)	<b>NURS 128</b> Adult Health III (2)
<b>NURS 102</b> CPR (AHA) (0.5)	<b>NURS 114</b> Fundamentals I (2)	<b>NURS 122</b> Adult Health I (4)		<b>NURS 142</b> Child Rearing Family <b>Clinical</b> (1.5)	<b>HEOC 135</b> Allied Health Career Development (0.5)
TEAS Test	<b>NURS 110</b> Personal Vocational Concepts (1)				
<b>10.5 Credit</b>	<b>10 Credits</b>	<b>10.5 Credits</b>	<b>10 Credits</b>	<b>7 Credits</b>	<b>7.5 Credits</b>
<b>Total Credits: 55 Credits including Prerequisites and General Education</b>					
<b>*The general education course may be taken prior to starting the program</b>					

The program starts once in the fall term (August) and runs through the summer term (July). After completion of the program and upon approval from the Missouri State Board of Nursing, individuals may sit for the National Council Licensure Examination-Practical Nursing (NCLEX-PN) exam.

## **Program Characteristics**

The LPN program will mirror the main campus' program with the exception of one start date, which will be in August (fall term) each year.

## **Student Preparation**

The admission requirements for the LPN program are as followed:

- Application should be submitted on the first day of class of last prerequisite course
- Prerequisite courses must be completed with a 2.75 GPA or higher
  - BIO 207-Human Anatomy with Lab- "B" or better
  - MATH 112-Intermediate Algebra- "C" or better
  - ENGL 101-English Composition I- "C" or better
- CPR Certified-American Heart Association
  - Must stay valid throughout the nursing application process and program
- TEAS-V test completed-58.7% minimum score
  - Must be taken within the past year of submitted nursing application
- Cumulative 2.5 GPA in any other courses taken
- "B" or higher in any Biology courses

## **Faculty Characteristics**

There will be two full time faculty members, a director and full time instructor. These individuals will teach 12 credit hours each semester and will report directly to the nursing coordinator at the main campus. A full time administrative assistant will be responsible for daily office duties, such as, advising, admissions, registration, and financial aid.

Full time faculty and adjunct faculty are required to have a Bachelors of Science in Nursing and a minimum of two years' work experience.

## **Accreditation**

State Fair Community College has been affiliated with the North Central Association (NCA) of Colleges and Schools since it was founded. State Fair Community College became accredited through admission to the NCA Higher Learning Commission's Academic Quality Improvement Program (AQIP) in August 2005 and continues to be accredited on an annual basis.

## **Duplication and Collaboration**

State Fair Community College in Booneville would be the only institution providing an LPN program in the three service counties (Boone, Cooper and Howard). If State Fair Community College did not take over the existing LPN program at the BTEC in Booneville, students would be required to commute up to fifty miles daily to obtain their LPN certification at another institution.

State Fair Community College will be collaborating with the local medical community for students to complete the required clinical hours. The partnerships include, Cooper County Memorial Hospital, Cooper County R-4 schools, Boonville R-1 School District, Central Missouri Healthcare Associates, LLC, Cooper County Public Health Department, and Valley Hope Alcohol and Drug Treatment

### **Center Evaluation, Operations, and Managerial Responsibilities**

The site will be managed by a program director who will report directly to the nursing coordinator at the main campus. A full time faculty and administrative assistant will provide services under the direction of the program director and adjunct faculty will provide proper coverage for the appropriate classes.

All members of the staff will be cross trained with individuals from the main campus nursing department. Academic and support services will be established to ensure student needs are met.

Evaluations will be done annually in specific areas, such as, student enrollment, student retention, revenues, and support services to ensure continued success of the program.

### **Methodology**

Resources for this proposal came from several sources including MDHE and the Bureau of Labor Statics. Other sources were included internal to the College where appropriate.

## **Appendix**

### **Letters of Support**