

TABLE OF CONTENTS

SECTION I EXECUTIVE SUMMARY 1

 GENERAL INFORMATION 1

 INTRODUCTION 3

 Table 1 Comparative Demographic Data 3

 Table 2 Comparative Data on Ethnic Backgrounds 4

 BRIEF HISTORY OF THE COLLEGE 4

 HISTORY OF THE DEPARTMENT OF NURSING 7

 DEPARTMENT ADMINISTRATION 9

 ACCREDITATION HISTORY 9

 FACULTY 9

 Table 3 Fall 2003 Department of Nursing Full- and Part-Time Faculty
 Tenure Status 10

 STUDENT ENROLLMENT 10

 Table 4 Anticipated Fall 2003 Student Enrollment Data 10

 SUMMARY OF STANDARDS AND CRITERIA 11

 ANALYSIS AND SUMMARY OF STRENGTHS AND AREAS NEEDING
 IMPROVEMENT 17

SECTION I EXECUTIVE SUMMARY

GENERAL INFORMATION

1. PROGRAM TYPE: Associate Degree in Nursing
Bachelor Degree in Nursing for Registered Nurses
2. PURPOSE OF THE VISIT: Re-Accreditation of Associate Degree Program
Initial Accreditation of Bachelor Degree Program
3. DATE OF THE VISIT: October 13-15, 2003
4. PARENT INSTITUTION: Utah Valley State College
800 West University Parkway
Orem UT 84058
5. CHIEF EXECUTIVE OFFICER: William Sederburg, Ph.D.
President
6. REGIONAL ACCREDITATION: Northwest Association of Secondary and
Higher Schools
DATE OF LAST REVIEW: 1995
ACCREDITATION STATUS: Accredited
7. NURSING UNIT: Department of Nursing
800 West University Parkway
Orem UT 84058
801-863-8199
8. NURSING ADMINISTRATOR: Alene Harrison, Ed.D., R.N.
Associate Dean and Director
Department of Nursing MC 172
Utah Valley State College
800 West University Parkway
Orem UT 84058
Telephone 801-863-8979
Fax 801 863-6093
E-mail harrisal@uvsc.edu
9. STATE BOARD OF NURSING:
APPROVAL STATUS Utah Board of Nursing
Approved
Date: April 3, 2002
10. STANDARDS AND CRITERIA
USED TO PREPARE REPORT 2002

INTRODUCTION

Utah Valley State College (UVSC) is situated in the heart of Utah County. With a population of 371,894 in the year 2000, Utah County is the second largest county in the State. The area is ranked 58th out of 500 fastest-growing Metropolitan Statistical Areas in the nation, having grown 20.9% during the 1980-90 decade and 39.8% from 1990-2000. The majority of the county's population is in the sister cities of Provo and Orem. The remaining population is in the 22 incorporated municipalities and towns and in the unincorporated areas of the County. Utah County residents comprise more than 65 percent of the enrollment of the College.

The designated service area for Utah Valley State College is Utah, Summit and Wasatch counties (see Appendix 1 for map). These counties had a combined population of 471,375 in 2000. Table 1 provides an overview of these counties, the State as a whole, and national data. Table 2 presents 2000 census statistics on ethnic background for Utah, the three counties the College serves, Utah Valley State College student body and Department of Nursing student data to provide further demographic information

Table 1 Comparative Demographic Data

	UNITED STATES	UTAH STATE	UTAH COUNTY	SUMMIT COUNTY	WASATCH COUNTY
2000 Population	281421906	2246554	371894	30048	15433
% Population Increase 1990-2000	13.2%	29.6%	39.8%	91.6%	50.8%
% of Population Between ages 0 & 17	25.7%	32.2%	34.1%	29.8%	32.2%
Median Age	35.3	27.1	23.3	33.3	29.5
% Population 65 yrs and older	12.4%	8.5%	6.4%	4.9%	8.4%
% Population 18 yrs and Above	74.3%	67.8%	65.96%	69.2%	67.8%
% Population age 18 + with Bachelor degree or higher	25.2%	26.1%	31.5%	45.5%	26.3%
Per capita income	\$21,690	\$23,276	\$19,300	\$41,642	\$24,700
Average Household Size	2.59	3.13	3.59	2.87	3.18

	UNITED STATES	UTAH STATE	UTAH COUNTY	SUMMIT COUNTY	WASATCH COUNTY
Projected Population 2030		3700000	677304	60852	31200

Table 2 Comparative Data on Ethnic Backgrounds

	UTAH STATE	UTAH COUNTY	SUMMIT COUNTY	WASATCH COUNTY	UVSC 2002	NURSING FALL 2003
White	1992975	340388	27299	14546	21516	209 (95%)
Black/ African	17657	1096	72	33	82	0
American Indian & Alaska Native	29684	2206	91	65	117	0
Asian	37108	3917	285	45	233	4 (1.8%)
Native Hawaiian/ Other Pacific Islander	15415	2122	13	15	123	1 (0.5%)
Other	93405	11974	1615	298		0
2 or more races	47195	6833	361	210		0
Hispanic Origin, any race	201559	25791	2106	775	698	6 (2.7%)

BRIEF HISTORY OF THE COLLEGE

Utah Valley State College began with a legislative appropriation of \$100,000 for the 1936-38 biennium for a vocational education program. The School was first known as the Central Utah Vocational School and operated as part of the local school district. The school became a State institution on March 15, 1945 when the governor signed a bill appropriating \$50,000 for the 1945-46 biennium. A second bill in 1947 made the school a permanent State institution.

Periodic name changes indicate the growth and developing emphasis of the institution. The name of the school changed to Utah Trade/Technical Institute in March 1953. The name was changed in March 1967 to Utah Technical College at Provo. In 1987 the name changed to Utah Valley Community College to reflect both the location and mission of the college. The most recent name change in July 1993 to Utah

Valley State College reflects the expanding mission of the College.

In March 1966 the College was granted authority to issue Associate of Applied Science degrees and on July 14, 1967 the State Board approved offering general education courses. In August 1971 the College was authorized to grant Associate of Science degrees. In 1981 the Legislature approved an Associate of Science degree in general education on a probationary basis with permanent approval given in 1985. The Associate of Arts degree was approved in 1987. In 1993, the College was given provisional accreditation by Northwest Accrediting Association to offer three Bachelor degrees.

Utah Valley State College now offers sixteen (16) certificate, thirty-two (32) Associate of Applied Science programs, thirty-nine (39) Associate of Arts or Science programs and thirty-three (33) Bachelor degree programs. In Fall 2002, enrollment was 23,609 or 16,262 FTE students. Fall 2002 the College had 3,732 full-time contract faculty and 937 non-salaried adjunct faculty. For the 2001-02 school year the College awarded 146 certificates, 17 diplomas, 290 Associate in Applied Science degrees, 1,659 Associate of Science degrees, 127 Associate of Arts degrees, 720 Bachelor of Science degrees, and 12 Bachelor of Arts degrees.

The College is part of the Utah State Higher Education System and is governed by the Utah State Board of Regents. The College has an eleven-member Board of Trustees who oversee the functions of the College.

Utah Valley State College is accredited by the Northwest Association of Secondary and Higher Schools. Full accreditation was granted on December 14, 1995. A focused visit in Spring 2003 reviewed 12 new programs, ten (10) Bachelor degree and two (2) Associate degree

programs. The College was granted accreditation. The next accreditation review is scheduled for April 2005.

HISTORY OF THE DEPARTMENT OF NURSING

PROGRAM OF STUDY In the summer of 1949 the Utah Valley Hospital and Utah State Mental Hospital the superintendents of nursing met with the President of the Central Utah Vocational School to discuss the need for a practical nursing education program. An advisory committee was formed and recommended to the Utah State Board of Education that such a program be set up as soon as possible at the Central Utah Vocational School. The first course was offered as an extension course, with 40 students enrolled. The students maintained a full work schedule at the hospitals at which they were employed as aides. A total of 28 students completed the program in June 1950.

The basic one-year program for Practical Nursing began in September 1950. The program followed the course outline recommended by the National Association for Practical Nurse Education, preparing students to take care of patients in the hospital and families at home. Of the eight students beginning this program, five completed the course of study. The School was accredited by the Utah Committee for Practical Nursing. Since its inception, approximately 3,500 students have completed the Certificate program for Practical Nursing.

Recognizing the needs of the community for registered nurses, the Department admitted the first students to the Associate of Science in Nursing program in Fall 1989. These first students graduated in June 1990. The program began as a one-plus-one program. Completion of a Practical Nursing program and licensure as a practical nurse were required for admission to the Associate degree program. This program remained in effect until January 2003 when the program changed to direct admission to the Associate degree program. Students who wish to complete their education at the end of the first year of the two-year program have all the curriculum components required to take the practical nursing licensure examination by equivalency. The two-year program also has the option for licensed practical nurses to be

admitted to the second year to complete the Associate degree requirements and become eligible to take the licensure examination for registered nurses. Approximately 900 have completed the Associate degree program since its inception in 1989.

During the 1998-99 academic year, the Department began planning a Bachelor of Science degree program for Registered Nurses. The Department recognized that the service area for Utah Valley State College was one of the fastest-growing populations in the State. No state-funded opportunities existed within this service area for students who were registered nurses to obtain a Baccalaureate degree in Nursing. Survey information indicated a significant interest by both potential students and employers in having such a program offered at UVSC. Based on the identified need for graduates of such a program, the Department requested permission of the Utah State Board of Regents to offer a Bachelor of Science degree in Nursing for Registered Nurses. Permission was granted June 1, 2001, pending funding. In July, funding was made available and the Department was authorized by UVSC Administration to admit students January 2002. The first class admitted nineteen (19) students in January 2002. These students will graduate in December 2003. A second class of twelve (12) students was admitted January 2003. The program is designed for registered nurses who are working in health care facilities. Courses required for the degree are offered over a six-semester period, including summers. Nursing courses are scheduled in nontraditional time periods and blocks to facilitate students maintaining their professional roles. The program builds upon previously acquired knowledge and skills to enable graduates to have a more in-depth basis for nursing practice. Students increase their knowledge of pathophysiology to enhance their understanding of assessment and treatment. The Bachelor degree program prepares graduates to form partnerships with health care recipients and multidisciplinary team members to promote health and wellness in diverse settings. The program prepares graduates to use holistic assessments in meeting present and emergent health concerns of health care recipients; to use information and health care technologies; and to apply decision-making, communication, teaching-learning, research, critical

thinking, communication, negotiation, delegation, and evaluation concepts in the practice of nursing.

The Baccalaureate level provides graduates with concepts and skills necessary to advance in their careers, to enter mid-level management positions, to practice in all settings, to develop leadership and management concepts and skills, and to pursue graduate education in nursing.

During the 2001-02 academic year, the faculty of the Department of Nursing had extensive discussion of the educational needs for nurses in Utah Valley, as well as professional and educational trends. Based on these discussions, and with support of the College administration, the Department of Nursing made a philosophical commitment to the development of a generic baccalaureate degree program in nursing. Recognizing the history of nursing education at Utah Valley State College, the Department is committed to maintaining options within that program to allow individuals educated at the Certificate and Associate degree levels to continue their education to the Baccalaureate level.

DEPARTMENT ADMINISTRATION Maria Johnson was the first teacher and Director of the Practical Nursing program. Ms. Johnson was a graduate of Columbia University and had been Director of Nursing at LDS Hospital for twenty-three years. She retired on June 30, 1957. Nellie Kujala became the Director of Nursing in 1957 and remained in that position until her retirement in 1968. Joan Goe held the position of Director for one year. Karin Sweden was Director of the Department from 1969 to 2000. Dr. Alene Harrison was appointed Director in July 2000.

ACCREDITATION HISTORY The Associate of Science in Nursing program was granted full initial accreditation by the National League for Nursing in June 1991. In June 1996 the program was granted continuing accreditation; a progress report was required and submitted in April 1998. That progress report was accepted with continuing accreditation to Spring 2004.

The Bachelor of Science in Nursing program is seeking initial accreditation.

FACULTY The total number of faculty members, including the Director of the Department, for Fall 2003 is shown in Table 3.

Table 3 Fall 2003 Department of Nursing Full- and Part-Time Faculty Tenure Status

	Full-time	Part-time	FTE
Tenured	9	0	9
Tenure-Track	5	0	5
Non-Tenure Track	1	4	4
LOA/Sabbatical	0	0	0

STUDENT ENROLLMENT

Total student enrollment Fall Semester 2003 will be available at the time of the site visit.

Projected enrollment data for Fall 2003 follow:

Table 4 Anticipated Fall 2003 Student Enrollment Data

Program	Head Count	FTE
BACCALAUREATE		
First Year	12	2.4
Second Year	14	5.0
Total	26	7.4
ASSOCIATE		
First Year	79	47.4
Second Year	95	50.7
Total	174	98.4
Department Total	200	105.8

SUMMARY OF STANDARDS AND CRITERIA

The Department of Nursing has reviewed the standards established by the National League for Nursing Accreditation Commission. Findings of this review are discussed by standard.

STANDARD I: MISSION AND GOVERNANCE There are clear and publicly stated mission and/or philosophy and purposes appropriate to secondary or higher education in nursing

The mission, philosophy and purposes of the Department of Nursing are congruent with those of the School of Science and Health and the College. The Departmental mission and philosophy have a clear and outstanding focus on learning and scholarship. The focus on student learning, ethics and integrity are well described and addressed throughout the curriculum and in all department activities. The Departmental commitment to service and lifelong learning and ethical practice are congruent with the values of the School and College. The Departmental mission and philosophy are clearly stated, accessible and compatible with prevailing professional standards and beliefs.

Faculty of the Department of Nursing participate in departmental governance through the Nursing Faculty Organization, departmental standing committees and ad hoc committees. Additionally, faculty of the Department of Nursing serve on all School of Science and Health standing committees and on a number of College standing committees. The Department of Nursing has two representatives to the College Faculty Senate. A member of the Department served as Senate President-elect from 1996-97 and Senate President from 1997-1998. Another member of the Department served as Senate Secretary for the 2002-03 academic year and is Secretary-elect for the 2004-05 academic year. The Director of the Department of Nursing is active in School and College governance, serving on various committees. Student representatives serve as voting members on all departmental standing committees with the exception of the

Faculty Rank, Tenure and Promotion Committee. Students are encouraged to voice opinions and participate actively in meetings.

The Director of the Department holds a Masters degree in Nursing and an earned Doctorate. She has extensive experience in post secondary education as a faculty member and administrator in nursing. She is given authority and responsibility for development and administration of the Department of Nursing in keeping with the established guidelines and policies of the College.

Policies of the Department of Nursing are consistent with those of the College and the School except in instances in which the specific purposes and learning activities of the Department require modification of existing College and School policies or additional policies for the Department of Nursing. The Department policies are published and readily available to faculty, staff and students. Every effort is made to insure that all publications containing policies are kept current and that all faculty, staff and students are notified of policy changes.

STANDARD II: FACULTY **There are qualified and credentialed faculty appropriate to accomplish the nursing education unit purposes and strengthen its educational effectiveness.**

All faculty meet the minimum educational preparation expectations. In addition, two faculty members and the Director hold earned Doctorates and three faculty members are currently enrolled in Doctoral programs. All faculty attend continuing education programs on a regular basis; this is encouraged by the Department, School and College.

The faculty consists predominantly of full-time faculty; there are four adjunct (part-time) faculty who teach in the clinical component of the curriculum. Faculty have expertise in a wide variety of clinical specialties and teach in appropriate courses for their expertise. The faculty:student ratio in the first year of the Associate degree program is 1:10 and 1:12 in the second year of the Associate degree program. Faculty:student ratios in the clinical component of the Bachelor degree program have ranged from 1:7.5 to 1:14.

STANDARD III: STUDENTS **The teaching and learning environment is conducive to student academic achievement.**

Policies of the Department of Nursing are consistent with those of the College and the School, except in instances in which the specific purposes and learning activities of the Department require modification of existing College and School policies or additional policies for the Department of Nursing. The Department policies are published and readily available to students. Every effort is made to assure that all publications containing policies are kept current and that all students are notified of policy changes in a timely manner.

The College offers a wide variety of services to all students including health services, career counseling (including an annual Nursing Career Fair), academic advising, tutorial services and financial aid. These services are directed by qualified personnel and are offered at hours which make them accessible to nursing students who are off campus at times for clinical learning experiences. The Department of Nursing offers ongoing academic advisement and scheduled information sessions for potential applicants. The College has established policies for maintenance of student educational and financial records. The College follows all federal guidelines for confidentiality of student information. The Department informs students of confidentiality policies and procedures. Departmental student records are maintained in locked files. The Department adheres to College policies on release of student information.

STANDARD IV: CURRICULUM AND INSTRUCTION The curriculum is designed to accomplish its educational and related purposes.

The curriculum is developed, reviewed and revised by faculty. The program objectives are clearly identified. Course content flows from the philosophy. Course content increases in complexity progressively through the curriculum. The tool developed to evaluate student performance in clinical areas shows progression in clinical skills from semester to semester.

Evaluation of performance in the classroom and clinical areas of learning are done periodically throughout the semester to provide feedback to students and faculty.

The curriculum design builds in complexity as students progress through the curriculum. Prerequisite courses are applicable and provide a foundation for nursing courses. Ethics is integrated throughout the curriculum. The majority of nursing credits for the Bachelor degree program are upper division. The diverse clinical facilities in the area provide a variety of clinical experiences for students. Contracts are established for clinical placements.

STANDARD V: RESOURCES Resources are sufficient to accomplish the nursing education unit purposes.

A state-appropriated budget, commensurate with other departments within the School of Science and Health, allows the Department of Nursing to meet its goals and objectives. The Department budget includes a capital budget, unlike other departments in the School. The Director has budget responsibility and oversight similar to other departments in the School and College. The faculty are involved in determining the use of departmental funds, as documented in the Faculty Organization minutes. The Department has strong administrative support as evidenced by the open door policy of School and Department administration. The Dean and Associate Dean have an active role in the department. The department also has access to support for developing grants and identifying funding sources as the Assistant Dean responsible for grants and development works closely with the Department.

The Department has one full-time secretary and one nursing advisor/secretary for fifteen (15) faculty/administrators. These two individuals support the needs of both faculty and students. Faculty also have support from a School program analyst to help with web pages and Internet use. The Office of Institutional Research provides support to the Department regarding program statistics through development and compilation of assessment data.

Faculty have access to state-of-the art-equipment, manikins, supplies, software and other resources to support student learning. Library and technical support staff are proactive in acquiring and maintaining resources for the Department. Faculty have input in the acquisition of additional needed resources.

The Department has access to appropriate, well-equipped classrooms. Labs and offices are located in close proximity to one another.

STANDARD VI: INTEGRITY Integrity is evident in the practices and relationships of the nursing education unit.

Information about the nursing program is accessible and accurate. It is available in print and web-based formats. Policies are established to insure student, faculty, and patient safety. The mission and purposes of the Department are clearly defined and readily available. Students are given information about licensure polices, accreditation status, program requirements and where to obtain additional program information. The process for addressing complaints is in place and available in the Student Handbook. The College complies with the Higher Education Re-Authorization Act I - Title IV. Utah Valley State College student loan default rates are consistently lower than the national average.

STANDARD VII: EDUCATIONAL EFFECTIVENESS There is an identified plan for systematic evaluation including assessment of student academic achievement.

The Department has a well-defined plan for program evaluation that has been used as a model by other Departments in the College. The plan is outcomes-based and clearly identifies individuals and committees responsible for collection, analysis and communication of findings. All standing committees contribute to the overall program evaluation process. The evaluation plan is evaluated and changes made when necessary. Data detailed in the evaluation plan are collected, analyzed and used for program development, maintenance and revision.

**ANALYSIS AND SUMMARY OF STRENGTHS
AND AREAS NEEDING IMPROVEMENT**

The Department of Nursing has reviewed each of the standards established by the National League for Nursing Accreditation Commission. The strengths, areas for improvement and plans for change noted during this review are discussed by Standard.

STANDARD I: MISSION AND GOVERNANCE **There are clear and publicly stated mission and/or philosophy and purposes appropriate to secondary or higher education in nursing.**

ANALYSIS: The Department of Nursing is in compliance with Standard I Criteria 1 through 4. The mission, philosophy and purposes of the program are clear, available to the public and appropriate to higher education in nursing.

STRENGTHS: The mission, philosophy and values of the Department of Nursing are very closely related to those of the School of Science and Health and Utah Valley State College. The Department's commitment to service learning is recognized by the College community as evidenced in the Service Learning Award received by the Department in April 2003. Faculty of the Department of Nursing are highly involved in governance at all levels. Of particular note, members of the Department of Nursing recently served as the Utah Valley State College Senate President and Senate Secretary.

AREAS FOR IMPROVEMENT AND PLANS FOR CHANGE: The Department recognizes that the faculty and students of the Department of Nursing are fairly homogeneous. The Department will advertise all faculty positions in national publications in an attempt to attract faculty of diverse backgrounds. The Department will also seek ways to recruit students of diverse backgrounds. For example, the department recently sent program information to Native American students from an Arizona organization who are interested in becoming nurses. All high school guidance counselors in the State of Utah recently received a CD with program information

for high school students who might be interested in nursing. The Department will continue to explore

other means to recruit students from diverse backgrounds.

STANDARD II: FACULTY There are qualified and credentialed faculty, appropriate to accomplish the nursing education unit purposes and strengthen its educational effectiveness.

ANALYSIS: The Department of Nursing is in compliance with Standard II criteria 5 through 8. Faculty are qualified, both academically and experientially, and have the appropriate credentials to effectively implement the programs offered.

STRENGTHS: Faculty are well qualified for their positions and teaching assignments. The full-time to adjunct faculty ratio in the Department is low; adjunct faculty are well qualified and serve as clinical faculty only. Participation in continuing education is high and well supported by administration.

AREAS FOR IMPROVEMENT AND PLANS FOR CHANGE: While faculty:student ratios in the classroom are excellent, the clinical ratios vary. The ratio of 1:12 in the second year of the Associate degree program is slightly higher than desirable. Under the previous program design, all students in the Associate degree program were licensed as practical nurses and the majority had one or more years of experience as practical nurses. Faculty believed that a 1:12 ratio provided adequate supervision. Under the current guidelines, licensure as a practical nurse is no longer required. With recent changes in the program, students are admitted directly to the Associate degree program and will not have practical clinical experience. Therefore, students will need more intense supervision. A clinical ratio of 1:8 or 1:10 is more desirable.

The Department will initiate the internal process to obtain one additional adjunct line at twelve hours per week to begin Fall Semester 2004.

STANDARD III: STUDENTS The teaching and learning environment is conducive to student academic achievement.

ANALYSIS: The Department of Nursing is in compliance with Standard III criteria 9 through 11.

Policies of the Department are designed to assure that the teaching/learning environment fosters student

achievement and encourages life long learning.

STRENGTHS: The policies and procedures of the Department of Nursing are congruent with those of the College, except for those policies which are directly related to the health care arena and necessary to protect the health of students and/or those for whom they provide care. A wide variety of student services are available to students enrolled in nursing. Hours the services are offered are broad enough that the clinical schedule does not preclude nursing students' access to these services.

AREAS FOR IMPROVEMENT AND PLANS FOR CHANGE: The Department identified a weakness in its policies as they did not specify length of time the student course records should be kept or what should be kept in a permanent student file in the department. A policy has been written and is being implemented.

STANDARD IV: CURRICULUM AND INSTRUCTION The curriculum is designed to accomplish its educational and related purposes.

ANALYSIS: The Department of Nursing is in compliance with Standard IV criteria 12 through 14. The curriculum and instructional experiences are designed to prepare students for contemporary nursing.

STRENGTHS: The curriculum design is clearly aligned with the Department's mission, philosophy and organizing framework. Learning experiences, both in the classroom and clinical components, increase in complexity progressively through the curriculum. Clinical performance evaluation tools are well developed to show student achievement of learning objectives. Clinical facilities provide the diverse learning opportunities required by the program.

AREAS FOR IMPROVEMENT AND PLANS FOR CHANGE: The Department needs to involve students in evaluation of clinical sites more consistently. While a tool has been developed for this, it has not been used on a regular basis. Course coordinators will be sent a reminder to complete this evaluation each semester.

A few students in the Bachelor degree program have not been adequately prepared to meet the

Math requirements for that program. Students entering the Bachelor degree program who have not completed MATH 1050 College Algebra will be informed of a study guide to use in preparing for the math placement test. This information will be presented at their orientation.

STANDARD V: RESOURCES Resources are sufficient to accomplish the nursing education unit purposes.

ANALYSIS: The Department of Nursing is in compliance with Standard V criteria 15 through 18. The resources allocated to the Department of Nursing allow the program to meet its objectives and goals.

STRENGTHS: The Department of Nursing enjoys strong support from both School and College administration. For example, until August 2003, the Department of Nursing was the only Department in the School that had a departmentally-based advisor. Further, the department of Nursing is the only Department in the School that has a state-allocated capital outlay budget. The librarian assigned to work with the Department is a strong advocate for the nursing collection. No request submitted by the Department has been denied.

AREAS FOR IMPROVEMENT AND PLANS FOR CHANGE: The Department advisor and secretary have a heavy work load as the number of persons interested in entering nursing continues to increase. The Department has initiated the process to hire work-study students for 20 to 40 hours per week. The work-study students would serve in a receptionist capacity, answering phone calls and directing walk-ins to the advisor or appropriate faculty/administrator. They would also complete non-confidential clerical functions such as sorting and delivering mail, preparing departmental mailings, and maintaining and updating inventories. This would relieve current staff of non-confidential clerical duties and allow more time for confidential work and advising functions.