Delta State University
School of Nursing
Annual Report
2001-2002

Submitted to:
John G. Thornell, Jr., PhD
Vice President for Academic Affairs

Prepared by:
Maureen A. Gruich, PhD, RN
Dean, Professor of Nursing

May 2002
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Unit Administrator:  
Maureen A. Gruich (Propst), Ph.D., R.N., Dean, Professor of Nursing

II. Data & Information for Department:  

Overview

The School of Nursing (SON) is conceptualized as a faculty of the whole with primary assignment to either the graduate or undergraduate programs. This framework fosters maximum utilization of faculty preparation and expertise, and promotes exceptional learning opportunities for all students.

In concurrence with a comprehensive evaluation model that addresses all components of the organization, the School mission statement, philosophy, by-laws, and program outcomes are reviewed annually. The current documents are presented in Tables IIA-D.

<table>
<thead>
<tr>
<th>Table IIA: Delta State University School of Nursing Mission</th>
</tr>
</thead>
<tbody>
<tr>
<td>The mission of the Delta State University School of Nursing is to prepare students for professional nursing practice in a multicultural society as either a generalist at the Baccalaureate level or as an advanced practitioner of nursing at the Masters level. The program will prepare graduates to pursue advanced study.</td>
</tr>
<tr>
<td>Last Review: 05.06.02</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table IIB. Delta State University School of Nursing Philosophy</th>
</tr>
</thead>
<tbody>
<tr>
<td>The philosophy of the faculty of the Delta State University School of Nursing is consistent with the goals and mission of the University. The faculty believes research and theoretical and systematic methods of critical thinking foster the development of the nursing profession. Nursing embodies the art and science of caring which is the nurturant, skillful act of being with another to promote optimum health and derives its mission from societal needs.</td>
</tr>
<tr>
<td>Society is the organizing framework composed of family, group, and community that is governed by morals, ethics and laws. We believe that each person is a unique individual who possesses the right to informed choices in the attainment of health care services.</td>
</tr>
<tr>
<td>Health is a dynamic state of being influenced by the spiritual, cultural, psychological, physical and societal components, which interact with the environment. The state of health is influenced by the perception of the client and society. Nursing facilitates the health status of the client through interacting with client systems, assisting in the movement toward an optimum level of functioning or peaceful death.</td>
</tr>
</tbody>
</table>
### Table IIC: Outcomes for the BSN Program

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Apply nursing, natural, and behavioral science concepts to the practice of nursing.</td>
</tr>
<tr>
<td>2.</td>
<td>Deliver care to the client system using critical thinking, appropriate communication, and therapeutic nursing interventions within the nursing process.</td>
</tr>
<tr>
<td>3.</td>
<td>Practice leadership as a self-directed professional accountable to self, society, and to the evolving nursing profession.</td>
</tr>
<tr>
<td>4.</td>
<td>Apply research findings to improve nursing care.</td>
</tr>
<tr>
<td>5.</td>
<td>Improve health care delivery through interdisciplinary collaboration, coordination, and consultation.</td>
</tr>
<tr>
<td>6.</td>
<td>Provide nursing care that assists the client to achieve optimal well being, while respecting health care beliefs.</td>
</tr>
</tbody>
</table>

Revised 9/26/97; 04/30/00; Review:05.06.02

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### Table IID: Outcomes for the MSN Program

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Evaluate research through participation to improve access, equity, and quality of nursing practice.</td>
</tr>
<tr>
<td>2.</td>
<td>Analyze the impact of policy trends on the health care delivery system, formulating strategies for influencing change.</td>
</tr>
<tr>
<td>3.</td>
<td>Incorporate theories and research in the development and implementation of programs that promote health and wellness.</td>
</tr>
<tr>
<td>4.</td>
<td>Synthesize leadership skills to effect change within the profession and the health care delivery system</td>
</tr>
<tr>
<td>5.</td>
<td>Demonstrate competency in practice through application of advanced nursing knowledge and skills.</td>
</tr>
</tbody>
</table>

Revised 2/25/97; 04/30/00; 05/02/00; Review:05.06.02
Accreditation
The School has state, regional, and national accreditation recognition by the Mississippi State Board of Institutions of Higher Learning, the Southern Association of Colleges and Schools, the National League for Nursing Accreditation Commission, and the Commission on Collegiate Nursing Education (CCNE). The last accreditation visit was October 2000. The School is the first program in the state of Mississippi to receive CCNE accreditation review.

Structure & Governance
The organizational structure of the School consists of the Dean, the Coordinator of Academic Programs (COAP), the Faculty; and the Staff (see Figure 1). The chain of command follows from the Dean to the Vice-President for Academic Affairs, the President, and then to the Mississippi State Board of Institutions of Higher Learning (IHL). The Dean chairs the Faculty Organization meetings, which is comprised of the total faculty. The COAP, as chair, coordinates the two academic programs—undergraduate and graduate. The functions of the curriculum, admissions, and resources are functions of the two programs (undergraduate and graduate). The COAP chairs the two program groups. In addition to the Faculty Organization body, the faculty operates within three standing committees: Faculty Development, Student Affairs, and Program Effectiveness (see Figure 2). The correlation between the SON's governance structure and DSU Key Performance Areas are shown in Table IIE. Ad hoc committees are formed as needed. The DSU Faculty & Staff Handbook, the SON faculty handbook, and Roberts Rules of Order provide guidelines for governance. 2000/01 annual program and standing committee reports are presented at the end of the spring semester (see Appendices A -D).
Figure 1
DSU School of Nursing to IHL Organizational Structure

- Institutions of Higher Learning
  - University President
    - Vice-President for Academic Affairs
      - Dean of the School of Nursing
        - Coordinator of Academic Programs
        - School of Nursing Faculty
          - Staff
Figure 2
DSU School of Nursing to IHL: Program & Committee Organizational Structure

IHL

Delta State University
President

Academic Council
Vice-President for Academic Affairs

School of Nursing Faculty Organization –
Dean

Program
COAP
Undergraduate
Graduate
(Curriculum, Resource Admissions)

Standing Committees
Chair
Faculty Development
Student Affairs
Program Effectiveness

_____ Lines of Authority
_____ Working Interaction
### Table IIE: SONs Governance Structure Examples of Correlation with DSU Eight Key Performance Areas

<table>
<thead>
<tr>
<th>Programs (Undergraduate &amp; Graduate)</th>
<th>III. Academics</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>IV. Technology</td>
</tr>
<tr>
<td></td>
<td>V. Community &amp; Tradition Building</td>
</tr>
<tr>
<td></td>
<td>VII. Resource Management</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Standing Committees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Development</td>
<td>II. Human Resources</td>
</tr>
<tr>
<td></td>
<td>III. Academics</td>
</tr>
<tr>
<td></td>
<td>IV. Technology</td>
</tr>
</tbody>
</table>

| Student Affairs                      | I. Students & Support Services |
| Performance Effectiveness            | VI. Public Relations       |

<table>
<thead>
<tr>
<th>Ad hoc Committee</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Environment (Healing Gardens)</td>
<td>VIII. Facilities</td>
</tr>
<tr>
<td>Pinning</td>
<td>I. Students &amp; Support Services</td>
</tr>
<tr>
<td></td>
<td>V. Community &amp; Tradition Building</td>
</tr>
<tr>
<td></td>
<td>VI. Public Relations</td>
</tr>
</tbody>
</table>

### Delta State University Governance Structures

<table>
<thead>
<tr>
<th>University Wellness Committee Center</th>
<th>I-VII as appropriate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty Senate &amp; Committees</td>
<td>I-VII as appropriate</td>
</tr>
</tbody>
</table>

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Purpose
In keeping with the purposes of Delta State University, the School combines study in the liberal arts, life sciences, and behavioral sciences with the study of nursing to offer the Bachelor of Science and the Master’s of Science in Nursing Degrees. The School is committed to the preparation of professional registered nurses who will assist in meeting the health care needs of the people of the Delta and of Mississippi (see Table IIF for School enrollment). In addition, the School provides a foundation that supports graduate/post-graduate work beyond the baccalaureate or master’s level. Through the program of advanced placement for students, who are registered nurses on admission, the School offers opportunities for educational mobility thus further increasing the number of professional nurses in the Delta region. Through the graduate program the School prepares registered nurses to function in advanced practice nursing roles as administrators, educators, or practitioners. The School also offers post-master’s work for nurses desiring further education in one of two role preparations—educator and practitioner.

<table>
<thead>
<tr>
<th>Program</th>
<th>Fall 2001 (N = 80)</th>
<th>Spring 2002 (N = 86)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Undergraduate (BSN)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Junior (continuing/new admits)</td>
<td>23</td>
<td>43 (24/19)</td>
</tr>
<tr>
<td>Senior (generic/RN completion)</td>
<td>32 (27/5)</td>
<td>32 (27/5)</td>
</tr>
<tr>
<td>Totals</td>
<td>55</td>
<td>75</td>
</tr>
<tr>
<td><strong>Graduate (MSN)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Administrator (continuing/new admits)</td>
<td>1 (1/0)</td>
<td>1 (1/0)</td>
</tr>
<tr>
<td>Educator (continuing/new admits)</td>
<td>1 (1/0)</td>
<td>1 (1/0)</td>
</tr>
<tr>
<td>Practitioner (continuing/new admits)</td>
<td>23 (9/14)</td>
<td>9 (9/0)</td>
</tr>
<tr>
<td>Totals</td>
<td>25</td>
<td>11</td>
</tr>
</tbody>
</table>

The faculty receive direction from their five year goals (Table IIG.1) The goals are appropriate as they promote the University’s mission and are supported by the University’s goals (DSU 2001/02 Bulletin, pp 8-9). The SON annual goals were edited and revised (Table IIG.2) in Spring 2002 (Table IIG.2).
<table>
<thead>
<tr>
<th>DSU Goals (2001/02 Bulletin, pp. 8-9)</th>
<th>Strategic Planning Key Performance Areas (DSU Proposed Strategic Plan, December 1999)</th>
<th>School of Nursing Goals 2001-02</th>
<th>SON Priority</th>
</tr>
</thead>
</table>
| 1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school. | I. Students & Support Services  
III. Academics  
IV. Technology  
V. Community & Tradition Building  
VI. Public Relations | 1. Continue to develop and maintain high quality graduate and undergraduate curricula, which are sensitive to community health care needs. | 1 |
| 11. Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. | I. Students & Support Services  
III. Academics  
IV. Technology  
VII. Resource Management  
VIII. Facilities | 2. Increase access to both the graduate and undergraduate nursing programs. | 3 |
| 11. Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community. | I. Students & Support Services  
III. Academics  
IV. Technology  
V. Community & Tradition Building  
VI. Public Relations  
VIII. Facilities | 3. Expand physical facility to accommodate distance-learning students. | 4 |
| 3. Promote faculty development through a comprehensive program designed to strengthen the faculty in teaching, service, and research. | I. Students & Support Services  
III. Academics  
IV. Technology  
VI. Public Relations  
VIII. Facilities | 4. Support faculty members’ professional/clinical development. | 1 |
| 8. Enhance educational experiences at all levels by encouraging student and faculty research and other creative works. | I. Students & Support Services  
II. Human Resources  
V. Community & Tradition Building  
VII. Resource Management  
VIII. Facilities | 5. Expand the research base of the faculty members to improve health care in the Delta region and the state of Mississippi. | 2 |

<table>
<thead>
<tr>
<th>DSU Strategic Plan (1999)</th>
<th>SON FY02</th>
<th>SON FY 03</th>
</tr>
</thead>
<tbody>
<tr>
<td>III. Academics</td>
<td>1. Continue to develop and maintain high quality graduate and undergraduate curricula, which are sensitive to community health care needs.</td>
<td>1. Continue to develop and maintain high quality graduate and undergraduate curricula, which are sensitive to community health care needs.</td>
</tr>
<tr>
<td>V. Community &amp; Tradition Building</td>
<td>2. Increase access to both the graduate and undergraduate nursing programs.</td>
<td>2. To continue to explore and to evaluate alternative methods of curricula delivery.</td>
</tr>
<tr>
<td>VI. Public Relations</td>
<td>3. Expand physical facility to accommodate distance-learning students.</td>
<td>3. To continue to recruit &amp; retain students qualified students.</td>
</tr>
<tr>
<td>Human Resources</td>
<td>4. Support faculty members’ professional/clinical development.</td>
<td>4. Support and enhance the professional development for faculty and staff members.</td>
</tr>
<tr>
<td>IV. Technology</td>
<td>5. Expand the research base of the faculty members to improve health care in the Delta region and the state of Mississippi.</td>
<td>5. Support and enhance the research base of the faculty members to improve health care in the Delta region and the state of Mississippi.</td>
</tr>
<tr>
<td>II. Human Resources</td>
<td>6.</td>
<td>deleted</td>
</tr>
<tr>
<td>IV. Technology</td>
<td>7.</td>
<td>deleted</td>
</tr>
<tr>
<td>V. Community &amp; Tradition Building</td>
<td>8.</td>
<td>deleted</td>
</tr>
<tr>
<td>VII. Resource Management</td>
<td>9.</td>
<td>deleted</td>
</tr>
<tr>
<td>VIII. Facilities</td>
<td>10.</td>
<td>deleted</td>
</tr>
</tbody>
</table>
III. Personnel

An excellent complement of full-time faculty, staff, and part-time adjunct faculty (see Table IIIA) enable the School to fulfill the mission and insure that students achieve program outcomes. The faculty have been recognized this past year with noteworthy activities and accomplishments (see Table IIIB).

### Table IIIA: 2001-2002 Full-Time Faculty & Staff and Part-time Adjunct Faculty Rosters

<table>
<thead>
<tr>
<th>Full-Time Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maureen A. Gruich, PhD, RN ....................................................... Dean &amp; Professor, Tenured</td>
</tr>
<tr>
<td>Debra F. Allen, MSN, RN, CNA ................................................................. Instructor</td>
</tr>
<tr>
<td>Vicki L. Bingham, MSN, RN ................................................................. Assistant Professor</td>
</tr>
<tr>
<td>Lizabeth Carlson, DSN(c), MSN, RN ....................................................... Assistant Professor</td>
</tr>
<tr>
<td>Dora M. Christian, MS, RN C ................................................................. Instructor</td>
</tr>
<tr>
<td>Lisa E. Julius, MSN, RN, C ................................................................. Instructor</td>
</tr>
<tr>
<td>Dana T. Lamar, EdD, RN, C ................................................................. Professor, Tenured</td>
</tr>
<tr>
<td>Janette McCrory, MSN, RN ........................................................................... Instructor</td>
</tr>
<tr>
<td>Marion H. Raines, MS, RN ........................................................................... Assistant Professor</td>
</tr>
<tr>
<td>Kathryn L. Riffle, PhD, RN, FNPC............................................................ Professor</td>
</tr>
<tr>
<td>D. Louise Seals, EdD, RN ........................................................................... Assistant Professor, Tenured</td>
</tr>
<tr>
<td>Evelyn F. Smith, MSN, RN, FNPC ............................................................... Assistant Professor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Part-Time Faculty</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bevaline Black, MSN, FNPe ................................................................. Instructor</td>
</tr>
<tr>
<td>Rebecca H. Cagle, DSN, FNPe ................................................................. Instructor</td>
</tr>
<tr>
<td>Catherine Hays, MSN, RN ................................................................. Instructor</td>
</tr>
<tr>
<td>Teresa Polk, MSN, FNPe ................................................................. Instructor</td>
</tr>
<tr>
<td>Barbara J. Powell, PhD, RN ................................................................. Instructor</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Full-Time Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carla Lewis ................................................................. Secretary to the Dean</td>
</tr>
<tr>
<td>Judy Haney ................................................................. Faculty Secretary</td>
</tr>
<tr>
<td>Cheryl Oleis ............................................................... Resource Assistant</td>
</tr>
</tbody>
</table>

1 Retired, May 2002
2 Revised, December 2001
### Legend (Table IIIB...)

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AANP</td>
<td>American Academy of Nurse Practitioner</td>
</tr>
<tr>
<td>ANA</td>
<td>American Nurses’ Association</td>
</tr>
<tr>
<td>DSU</td>
<td>Delta State University</td>
</tr>
<tr>
<td>MNA</td>
<td>Mississippi Nurses’ Association</td>
</tr>
<tr>
<td>MASN</td>
<td>Mississippi Association of Student Nurses</td>
</tr>
<tr>
<td>MS</td>
<td>Mississippi</td>
</tr>
<tr>
<td>NCLEX</td>
<td>National Council on Nurse Licensure Exam</td>
</tr>
<tr>
<td>NLNAC</td>
<td>National League for Nursing Accreditation Commission</td>
</tr>
<tr>
<td>NONPF</td>
<td>National Organization of Nurse Practitioner Faculty</td>
</tr>
<tr>
<td>ONWR</td>
<td>Office of Nursing Workforce Redevelopment</td>
</tr>
<tr>
<td>SNA</td>
<td>Student Nurses’ (DSU) Association</td>
</tr>
<tr>
<td>SON</td>
<td>School of Nursing</td>
</tr>
<tr>
<td>STTI</td>
<td>Sigma Theta Tau International Honor Society for Nurses</td>
</tr>
</tbody>
</table>

### Table IIIB: Faculty Activities & Accomplishments

<table>
<thead>
<tr>
<th>Faculty</th>
<th>2001-2002 Activities &amp; Accomplishments</th>
</tr>
</thead>
</table>
| Debra F. Allen, MSN, RN, CNA Instructor in Nursing | Served as Faculty Advisor to DSU Student Nurses’ Association  
Attended American Nurses’ Association (ANA) Delegate Assembly in Washington, DC and a delegate for Mississippi Nurses’ Association  
Attended Mississippi Nurses’ Association (MNA) Convention in Biloxi, MS as District #21 Delegate, and Chairman of the Nominations Committee  
Selected by the MNA Board of Directors to serve as Co-Consultant for Mississippi Association of Student Nurses and their board of directors  
Served as Treasurer for DSU Pi Xi Chapter, Sigma Theta Tau International Honor Society of Nursing  
Attended Sigma Theta Tau International Convention in Indianapolis, IN as delegate for DSU Pi Xi Chapter  
Attended MNA Nursing Summit and was elected as 2002-2004 1st alternate delegate for ANA |
<p>|               | Accepted into PhD program at University of Alabama at Birmingham beginning Fall 2001 |</p>
<table>
<thead>
<tr>
<th>Faculty</th>
<th>2001-2002 Activities &amp; Accomplishments</th>
</tr>
</thead>
</table>
| Vicki L. Bingham, MSN, RN  
Assistant Professor | Received Mississippi Association of Student Nurses’ Advisor of the Year Award 2001  
Selected as H.E.A.D.W.A.E. Outstanding Faculty Honoree, 2001  
Who’s Who Among American University Teachers |
| Rebecca Cagle, RN, CS, DSN, FNP  
Part-time Faculty | Who’s Who Among America’s Teachers, 2002  
Selected as H.E.A.D.W.A.E. Outstanding Faculty Honoree, 2001  
Who’s Who Among American University Teachers  
Family Nurse Practitioner Track Manager, May 14, 2002 |
| Lizabeth Carlson, MSN, RNC  
Assistant Professor | Who’s Who Among America’s Teachers, 2002  
Served as Expert Witness in a mock trial in a Labor and Delivery Documentation Workshop at Central Mississippi Medical Center, March 26, 2002  
Distributor of Association of Women’s Health, Obstetrics & Neonatal Nurses (AWHONN) “Help Yourself – Health Benefits of Soy” booklet to students and faculty at DSU, April 2002 |
| Dora M. Christian, MSN, RN  
Instructor | Accepted into University of Southern Mississippi school for advance practice for clinical nurse specialist, post-master’s psychiatric nurse practitioner |
| Lisa E. Julius, MSN, RN, C  
Instructor | Received recertification from American Nurses’ Credentialing Center (ANCC) as a Board Certified Pediatric Registered Nurse through November, 2006  
Submission of Professional Nursing Learning Environment and Career Advancement, Hearin Foundation (funding $158,000.00 denied)  
Submission of King’s Daughters and Sons Circle Number Two, Inc, Grant to update DSU School of Nursing Skills Laboratory (pending funding $18,600.00)  
Co-presented “Integrating Online Courses into Nursing Curriculum” at Institutions of Higher Learning Creating Futures Through Technology Conference, Tupelo, MS, February 4-5, 2002 |
| Dana T. Lamar, EdD, RN  
Professor, Tenured | Technical Representative “Quentin N. Burdick Rural Health Interdisciplinary Program” Meharry Medical College Health Resources & Services Administration, Grant Number 5D36 HP 120050-08.  
Co-presented “Integrating Online Courses into Nursing Curriculum” at Institutions of Higher Learning Creating Futures Through Technology Conference, Tupelo, MS, February 4-5, 2002 |
| Janette S. McCrory, MSN, RN,C  
Instructor | Delta Area Health Education Center--Executive Board Member; Greater Delta Health And Human Services Network--Member;  Mississippi Delta State Rural Development Network--Advisory Board; Delta Health Initiative--DSU Contact Person for the Delta Health Alliance |
| Maureen A. Gruich (Propst), PhD, RN  
Dean, Professor, Tenured | Delta Area Health Education Partnership Grant Coordinator |
| Barbara J. Powell, PhD, RN  
Part-time Faculty | Delta Health Education Partnership Grant Coordinator |
| Marion Raines, MS, RN,CS  
Assistant Professor | Doctoral student, College of Education, DSU. |
| Kathryn L. Riffle, PhD, FNPC  
Professor | Family Nurse Practitioner Track Manager, Retired, May 13, 2002 |
Table IIIB: Faculty Activities & Accomplishments

<table>
<thead>
<tr>
<th>Faculty</th>
<th>2001-2002 Activities &amp; Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>D. Louise Seals, MS, Med, RN Assistant Professor, Tenured</td>
<td>Received doctoral degree from DSU May 2002 and promotion to Associate Professor of Nursing, July 1, 2002.</td>
</tr>
<tr>
<td>Evelyn F. Smith, MSN, FNPC Assistant Professor</td>
<td>Resigned, December 31, 2001.</td>
</tr>
</tbody>
</table>

Table IIIC-1 Identifies new position(s).

<table>
<thead>
<tr>
<th>Position</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>none</td>
<td>n/a</td>
</tr>
</tbody>
</table>

Table IIIC-2 Identifies open position(s).

<table>
<thead>
<tr>
<th>Position</th>
<th>Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Faculty</td>
<td>Positions to remain in SON budget. Will need two positions for adjunct (part-time) faculty to maintain program needs. Two positions will be filled with the removal of enrollment suspension for the graduate program.</td>
</tr>
<tr>
<td>Four Lines</td>
<td></td>
</tr>
</tbody>
</table>

Table IIIID displays the faculty status for promotion and tenure

<table>
<thead>
<tr>
<th>Faculty</th>
<th>Rank</th>
<th>Tenure</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>Debra F. Allen, MSN, RN</td>
<td>Instructor</td>
<td>---</td>
<td>n/a</td>
</tr>
<tr>
<td>Vicki L. Bingham, MSN, RN,</td>
<td>Assistant (1997)</td>
<td>---</td>
<td>w/ transition from 2001 – 2005</td>
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<tr>
<td>Lizabeth Carlson, MSN, RNC</td>
<td>Assistant (1998)</td>
<td>---</td>
<td>(2004/05)</td>
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<tr>
<td>Dora Christian, MS, RN</td>
<td>Instructor</td>
<td>---</td>
<td>n/a</td>
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<tr>
<td>Lisa E. Julius, MSN, RN</td>
<td>Instructor</td>
<td>---</td>
<td>n/a</td>
</tr>
<tr>
<td>Dana T. Lamar, EdD, RN</td>
<td>Professor (2001)</td>
<td>Tenured, 2001</td>
<td>---</td>
</tr>
<tr>
<td>Janette McCrory, MSN, RN</td>
<td>Instructor</td>
<td>---</td>
<td>n/a</td>
</tr>
<tr>
<td>Maureen A. Gruich, PhD, RN</td>
<td>Professor</td>
<td>Tenured, 2000</td>
<td>---</td>
</tr>
<tr>
<td>Marion H. Raines, MS, RNC</td>
<td>Assistant (1994)</td>
<td>---</td>
<td>w/ transition from 2001 - 2005</td>
</tr>
<tr>
<td>Kathryn L. Riffle, PhD, FNPC</td>
<td>Professor (1995)</td>
<td>---</td>
<td>Retired, May 2002</td>
</tr>
</tbody>
</table>
IV. Degree Program Addition /Deletions

No degree program additions or deletions at present.

V. Goals Outcomes Assessment

The School’s goals outcomes assessment is accomplished through the enactment of the Master Plan for Evaluation (MPE, see Appendix E).

School of Nursing Goals

1A. Unit Goal

Continue to develop and maintain high quality graduate and undergraduate curricula which are sensitive to community health care needs. [SON Priority #1 shared with Unit Goal #4]

Rationale: The Profession of Nursing is in continual evolvement to discern the art and science necessary to provide for caring to all persons throughout the lifespan.

1B. Institutional Goal which was supported by this goal:

1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school.

1C. Expected Results:
Continued evaluation will directly impact the organizing framework and plan of study.

1D. Evaluation Procedures:
Utilization of the comprehensive SON Master Plan for Evaluation (MPE) which includes, students, faculty, agencies, alumni, and the Advisory Council. Evaluation forms for students: course, course instructor, clinical instructor, preceptor clinical; end of program satisfaction, employer satisfaction, one and five year follow-up for graduates, focus session and survey form for the Advisory Council.
1E. **Actual Results of the Evaluation:**
   a. Undergraduate Program
   A continued pattern of poor writing skills noted throughout the program.

   b. Graduate Program
   The FNP curriculum corresponds to the national pattern (report of Kathryn L. Riffle, Nurse Practitioner Track Manager, (Appendix A: MSN Program Report).

1F. **Use of Results:**
   a. Undergraduate Program
   A new one hour course: NUR300 Writing for Professional Nursing was developed for the first semester. The course will be offered as pre and co requisite to continue to assist with a less intense first semester (Junior1) plan of study.

   b. Graduate Program
   Maintain curriculum and continue to assess and compare to national trends and societal needs.

2A. **Unit Goal:**
   Increase access to both the graduate and undergraduate nursing programs.
   [SON Priority #3]

   **Rationale:** The SON will have an impact on learning that stretches beyond the traditional classroom with walls. We will maintain a competitive marketing edge with other state nursing programs.

2B. **Institutional Goal which was supported by this goal:**
   11. Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.

2C. **Expected Results:**
   Planning & development will continue to incorporate nontraditional methods of learning. The SON will have an increased enrollment and presence on-line, and in Greenville and Clarksdale.

2D. **Evaluation Procedures:**
   Feedback through the comprehensive SON Master Plan for Evaluation (MPE--in particular: student course evaluations and enrollment data.

2E. **Actual Results of Evaluation:**
On-line efforts have increased accompanied with favorable student evaluations that affirm the use of nontraditional methods to support asynchronous learning options.

Enrollment is down in the generic undergraduate which reflects the national trend over the last 4 years. The national trend has begun to see an increase which reflects the current applicant pool for the 2003 undergraduate spring admission.

Enrollment is up in the RN-BSN completion track which has doubled its class as compared to summer 2001. The track is based now at the Greenville Higher Education Center and course strategies are predominantly asynchronous.

Classes are currently not offered at the Clarksdale center as the classrooms are traditional-style only. It is anticipated that the SON will have increased efforts in the Clarksdale community. Eight registered nurse managers at NWRMC sought to get their BSN degrees but corporate time lengths from NWRMC did not permit the SON to be a viable option. (The nurses had a one year deadline and SON’s prerequisite requirements precluded their enrollment in our program.)

The initial graduate program enrollment (fall 2001) was up 155% but the new class loss 36% from fall to spring semesters as a result of transfers to another program in the state with a different clinical focus, and several students who were discussed from unsuccessful course outcomes. Graduate applicant pool was minimal. Inquiries have increased in frequency with the news of suspended enrollment.

State legislature budget cuts are severe, with DSU anticipating a 2.2 million dollar cut.

2F. **Use of Evaluation Results:**
Will continue to integrate and increase the SON’s use of nontraditional classroom settings.

Approximately one-third of every undergraduate required course and the majority of electives have web-enhanced teaching/learning strategies.

The Faculty will revisit the plan of study for the RN-BSN track to consider other patterns and possibilities for future nurses to enroll in nursing courses and continue with remaining liberal arts courses.

DHEP is in the seventh year of activity, and completing the fifth year of implementation, as a result the Family Nurse Practitioner Track will be completely on-line by September 2002. In addition, other graduate courses are web-enhanced teaching/learning strategies.

In light of budget constraints and potential small enrollments, DSU administration moved to suspend graduate enrollment for fall 2002. The graduate program has both full and part-time students that will matriculate through to December 2003. It is anticipated that a new full-time enrollment will be open for fall 2004. Two graduate faculty positions are unfilled. The current program is maintained with part-time faculty and other adjuncts as needed.
3A. Unit Goal:

Expand physical facility to accommodate distance learning students.
[SON Priority #4]

Rationale: Continue to anticipate expanding our capacity to teach and serve through distance learning modalities.

3B. Institutional Goal which was supported by this goal:

11. Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.

3C. Expected Results:

Increase numbers of students taking classes from a distance.

3D. Evaluation Procedures:

Use of the comprehensive SON Master Plan for Evaluation (MPE). Evaluation forms for students: course, course instructor, clinical instructor, preceptor clinical; end of program satisfaction, employer satisfaction, one and five year follow-up for graduates, focus session and survey form for the Advisory Council.

3E. Actual Results of Evaluation:

Students report satisfaction with on-line course strategies. Students have less required traditional time in classrooms. The pre-requisite courses in nursing (300, 301) are available on-line each term.

3F. Use of Evaluation Results:

Continue with on-line strategies. The concept of expanding the physical building has been changed to incorporate classrooms without walls. Further technological advances will be enhanced in the multimedia interactive classroom under construction in the Ewing Building. Whereby access has increased and as noted above--the graduate program has suspended enrollment, the SON will continue to refine alternate teaching strategies to broaden the perimeter of access. The recruitment efforts will image the budget situation and feasibility of numbers, faculty, etc to support a full-time enrollment for future graduate students.

4A. Unit Goal:

Support faculty members’ professional/clinical development.
[SON shared Priority #1]
Rationale: National trends indicate the need for a faculty practice plan. The plan would insure that health care be provided by the faculty and revenue be generated for the faculty development. Educators and practitioners would have an additional avenue to maintain their skills and provide for students learning. In addition, the profession of nursing recognizes the doctorate as the terminal degree. With the master’s program, doctoral prepared family are needed which will fulfill the SACS guidelines that graduate faculty have the terminal degree in their field.

4B. Institutional Goal which was supported by this goal:
3. Promote faculty development through a comprehensive program designed to strengthen the faculty in teaching, service, and research.

4C. Expected Results:
Faculty will continue to provide excellence in the teaching arena in addition to furthering their own professional development and enhancement. Faculty will move towards the ultimate ensured full-professor rank.

4D. Evaluation Procedures:
Faculty educational plans, evaluations, productivity, professional portfolios, survey by Faculty Development Committee.

4E. Actual Results of Evaluation:
WebCT development/implementation continued with newly appointed director of the teaching/learning center, Dr. Larry Lambert. One faculty has achieved terminal degree, another continues as a doctoral candidate with plans for graduation in FY03; two faculty members are enrolled in doctoral programs; three faculty have plans to begin doctoral studies in FY03; two faculty working on postmasters in a clinical specialty.

4F. Use of Evaluation Results:
Continue to support faculty in accommodating their personal professional coursework and maintaining excellence in program provisions for the SON.

5A. Unit Goal:

Expand the research base of the faculty members to improve health care in the Delta region and the state of Mississippi.
[SON Priority #2]
Rationale: Teaching and research are inseparably linked. Faculty need funds to support their efforts in conducting and disseminating finding.

5B. Institutional Goal which was supported by this goal:
8. Enhance educational experiences at all levels by encouraging student and faculty research and other creative works.
5C. **Expected Results:**
The School will have evidence of scholarly activity and report efforts in applying for assistance.

5D. **Evaluation Procedure(s):**
Faculty portfolio, curriculum vitae, annual evaluations, communication from faculty, reports to the Faculty Organization Meetings.

5E. **Actual Results of Evaluation:**
Faculty teaching loads and responsibilities have curtailed significant productivity in formal scholarly activity. In keeping with the tenure policy, faculty in the tenure track have accelerated their career goals to enroll in doctoral studies. Several faculty are serving on advisory committees and grant application teams; two grants have been submitted for skills laboratory needs; and future core involvement in the Delta Health Initiative is anticipated.

5F. **Use of Evaluation Results:**
The University has established a Grants and Contracts Office to assist in scholarship activities. All information from this office is forwarded to the SON's Resource Assistant who maintains the resource book for faculty in the workroom. The outcomes of scholarly productivity support and justify the time and revenue that assists faculty to accomplish career goals which will enhance classroom and clinical teaching and promote the University's mission and excellent reputation. Faculty will continue to incorporate scholarly activities as a focus of the tripartite expectations of University faculty (teaching, service, & scholarship).

VI. Student(s) Outcomes

**Major:** Nursing  **Degree:** BSN or MSN

Student achievement is affirmed by the successful outcomes of state boards for the undergraduates and certification for the nurse practitioners. Employer satisfaction is reported from the employers of the RN-BSN completion and graduate nurse educator students.

**Undergraduate Program**

S1A. **Student Goal**

*The baccalaureate graduates will have a 100% pass rate for the NCLEX on first attempt*

**Rationale:** The NCLEX measures minimum safety in regards to having a license to practice as a registered nurse. The pass rate on first try will have significant impact on public reputation and reflection of both the School (and the University) and the graduates.
S1B. **Institutional Goal(s):**
1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school.

2. Attract and retain qualified and diverse students... (...faculty, and staff).

S1C. **Expected Results:**
It is expected that all of the graduates will pass the NCLEX and become licensed to enter the professional career of nursing.

S1D. **Evaluation Procedure**
Each student takes the NCLEX computerized exam at a different time. The exam results are submitted to the Mississippi Board of Nursing which in turn forwards the information to the School. Anonymity is insured and aggregate data that specifies pass/fail is reported to all programs of nursing in the state.

S1E. **Actual Results of Evaluation:**
In the Class of 2001, 22 (92%) of the 24 graduates passed the exam on the first write. The other two students passed the exam on second write yielding a 100% pass rate.

S1F. **Use of Evaluation Results:**
Faculty review outcome data to confirm, maintain, or consider changes in the curriculum to support all students’ preparation to enter the profession of nursing. One and five year follow-up surveys provide information to be used in conjunction with NCLEX data to structure a template of success for our students, thus provide nurses that are prepared to offer substantive contributions to health care.

S2A. **Student Goal:**

The students will provide the University community with the opportunity to know the benefits of healthy living through a Wellness Program and provide the Delta region with exceptional BSN nurses.

*Rationale:* The benefits of healthy living does not warrant a rationale. This project provides for the students the example and involvement of future nurses in a community service activity. The students perform health assessment and education activities to promote healthy living.

S2B. **Institutional Goals:**
11. Provide the resources, facilities and the physical environment which contribute to the intellectual, cultural, ethical, physical, and social growth and development of the student and of the surrounding community.
S2C. Expected Results:

All University departments will be provided with the information and health assessment skills through this project. An information center has been established in each department and general and specifically requested information is provided as needed. The nursing shortage has dealt a harsh blow to the health agencies in the state. The graduates will increase the numbers of BSN nurses practicing in the Delta region.

S2D. Evaluation Procedures:

Students are assigned to Colleges and Departments. A needs assessment is requested. Blood pressures are checked in the fall and spring semesters. Specific months focus on selected health issues (i.e., October is Breast-Cancer Awareness Month) and information is provided at the designated information center for that College or Department. Course faculty speak with department/division representative to assess the students activities and benefits of the program. 1 & 5 year follow-up and employer and advisory council data helps to track graduate locations.

S2E. Actual Results of Evaluation:

The University community continues to provide positive responses and sincere thanks for the activities and information. Recipients of this health assessment and information can make informed decisions regarding further health care needs. Thirty BSN graduates (May 2001): 83% (n=25) are employed in the state of Mississippi and 17% (n=5) are employed out of the state.

S2F. Use of Evaluation Results:

Based upon feedback, additional health information has been provided. Additional assessments are also considered and implemented when feasible. Communication is facilitated through the use of Campus Update, the DSU news flyer, the individual information centers in departments, and through e-mail. Graduates working in the Delta serves as an excellent recruitment avenue for future classes. An increase and new BSN nurses will complement the current nurses throughout the Delta.
Graduate Program

S3A. Student Goal:

The graduate program will prepare students in the advanced practice role of educator or practitioner to help increase the number of master’s prepared nurses working in the Delta area.

Rationale: Master’s prepared educators and primary care practitioners are in demand in nursing. The School provides avenues for this preparation to help diminish the dearth of master’s prepared nurses in the Delta area. These nurses become faculty in schools of nursing, nurse practitioners, and client educators in health care agencies. These nurses assist in the provision of improved health care to Delta area residents and thus improved quality of life for Delta residents.

S3B. Institutional Goals

1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school.

2. Attract and retain qualified and diverse students... (...faculty, and staff).

7. Strengthen the cooperative relationship with business, industry, community groups, government, and other educational institutions.

8. Enhance educational experiences at all levels by encouraging student... (and faculty) research and other creative work.

S3C. Expected Results:

An adequate pool of local baccalaureate nurses will apply to the School. A majority of the graduates will remain and work in the Delta area.

S3D. Evaluation Procedures:

Surveys from the Mississippi Deans & Directors Council, the Mississippi State Board of Nursing, and the Mississippi Office of Nursing Workforce (A grant from The Robert Wood Johnson Foundation) provides data for statewide nursing needs. The University’s Registrar Office provides the data of adequate numbers of qualified nurses. The Graduate Admission Committee reviews and considers applicants to admission. The graduates are contacted for employment data and information is systematically retrieved from the graduates at one and five years post graduation.

S3E. Actual Results of Evaluation:

Eight MSN graduates (December 2001): 88% (n=7) are employed in the state of Mississippi. One graduate is either in Mississippi or
Tennessee, data to follow. Of the eight, two have been confirmed to have passes certification as a practitioner.

S3F. **Use of Evaluation Results:**
The School will continue to focus recruitment in the approximate counties to promote retention of these nurses staying in the Delta area. Continued recruitment will be conducted for graduate nurses interested in taking the nurse educator-specific courses as a post-master’s student which an be optional during the suspension time pending enrollment and faculty availability (mGruich, dLamar, bPowell). The current need from healthcare agencies is the need, the immediate need, for front-line, bedside care, nurses. Intensive, comprehensive recruitment efforts continue.

S4A. **Student Goal:**

All Family Nurse Practitioner (FNP) graduates will pass (on first attempt) the American Nursing Credentialing Center (ANCC) exam for certification.

**Rationale:** Per the Mississippi Laws and Regulations, FNP graduates must be certified by the ANCC to have the privilege to function in the advanced practice role.

S4B. **Institutional Goals:**

1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school.

2. Attract and retain qualified and diverse students... (...faculty, and staff).

S4C. **Expected Results:**

All FNP graduates will attain certification at the first attempt. This accomplishment will permit the employment and role acquisition to address the health care needs in the Delta region.

S4D. **Evaluation Procedures:**

Currently the notification of certification is by self-report or through an access telephone system at the Mississippi Board of Nursing. This number is public domain via a software service Certification can be electronically received through the telephone with the nurse’s social security number. To date, all successful students call their results in to the School.

S4E. **Actual Results of Evaluation:**

There were 7 FNP graduates in 2000 of which 5 (88%) passed the exam on first attempt. There were 10 FNP graduates in 2001 of which only 2 have reported taking the exam and both passed (100%) on first write.
**S4F. Use of Evaluation Results:**
The excellent pass rate supports the curriculum. Data will be collected to establish a benchmark for the practitioner program. Analysis will be conducted to determine which variables correlate with success and which variables are predictors of success. The School will use both internal data from their graduates and external data from the National Organization of Nurse Practitioner Faculty (NONPF) for curriculum revisions.

**School of Nursing Undergraduate & Graduate**

**S5A. Student Goal:**
The programs of the School will maintain high retention rates of their highly qualified students.

**Rationale:** By keeping a high retention rate, both programs will continue to graduate full class cohorts: approximately 20 nurses at the professional entry level and 20 at the advanced practice level to help meet the health needs of the Delta region. High retention rates are more cost-effective for the taxpayers' dollar that is invested in the School and in the University.

**S5B. Institutional Goals:**
1. Review and update undergraduate and graduate programs to adequately address basic skills, knowledge, and competencies necessary for students to be properly prepared in their chosen fields, to complete licensure requirements, enter the work force, and/or continue advanced study in graduate or professional school.

2. Attract and retain qualified and diverse students... (...faculty, and staff).

**S5C. Expected Results:**
A high retention rate of 90% or greater.

**S5D. Evaluation Procedures:**
Computation of data base: entering, continuing, returning, and completing students.

**S5E. Actual Results of Evaluation:**
In 2001: retention for the graduating BSN program: 86%; the graduating MSN program: 74%.

**S5F. Use of Evaluation Results:**
Retention rates validate the admission standards. Continue to maintain the quality indicators of success for applicants and the resources within the School that support the students and the programs. The faculty will continue to work closely with the students through advisement to insure that the retention rates remain high and approach a minimum of 90%. The Cultural Diversity Task Force is exploring a part-time option with scholarship funding to support students at risk.
### VII. Unit Budget Plan

#### Justifications for Budget Increase Requests

**April 26, 2002**

**FY03**

<table>
<thead>
<tr>
<th>Organization: 1501</th>
<th>Code/Position #</th>
<th>Request</th>
<th>Priority</th>
<th>Justification</th>
</tr>
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<tr>
<td></td>
<td>1200 / 1042 &amp; 1043</td>
<td>Freeze positions w/ appropriate fringe monies ($141,996.00 or 13% of SON budget)</td>
<td>1</td>
<td>To meet legislature budget cuts</td>
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<td>1200 / 1025 &amp; 1098</td>
<td>Retain allotted budget of 45,000 &amp; 40,000</td>
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<td>Salary required to maintain adjunct faculty to meet program needs</td>
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<td></td>
<td>75 530</td>
<td>Rental of Office Equipment--$7,188 Increase $1,603.00</td>
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<td>Student Copier</td>
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<tr>
<td></td>
<td>75 820</td>
<td>Dues—$7,180 Increase $1,510.00 Subject to increase AACN* 2,710 CCNE 2,100 D&amp;D 60 NLNAC 2,020 NLN 850 NSNA 250 SREB 700 [dropped NONPF]</td>
<td>2</td>
<td>Some previously paid by Academic Affairs &amp; increases* are anticipated.</td>
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<tr>
<td>Code/Position #</td>
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<td>Priority</td>
<td>Justification</td>
<td></td>
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<td>Physical Facility</td>
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<td>Windows:</td>
<td>Replace current windows with units that can open to assist in year round air conditioning.</td>
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<td></td>
<td>Phase One: Center west, south, and north windows.</td>
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<td>Phase Two: Remaining windows</td>
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<td>Entrance:</td>
<td>1. Install canopies at the west and south entrances.</td>
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<td>2. Security System with Cameras</td>
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<td>Classrooms:</td>
<td>Place ceiling fans in each classroom to support energy efficiency and provide individual room air control.</td>
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<tr>
<td>Grounds:</td>
<td>1. Design and bed-in first track of the walking parcour on the northwest corner.</td>
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<tr>
<td></td>
<td>2. Add three benches to the property</td>
<td></td>
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</table>
Appendix A: Annual Program Reports 2001-2002
BSN Program

Meetings: Total 10: 9/10/01; 10/8/01; 11/26/01; 12/10/01; 12/14/01; 1/14/02; 1/11/02; 3/25/02; 4/8/02; 5/9/02

CURRICULUM FUNCTIONS:

9/10/02
- Online course development cost discussed
- Student poor writing quality discussed
- Hayes (doctoral student) to review study and test taking skills with JR II students this semester
- NUR 492 Growth and Development at GHEC not offered: No students enrolled.
- Plan of Study required for all students. Advisor responsibility.
- Dr. Larry Lambert, director of “The Learning Center” (TLC) will assist faculty with WebCT course development and evaluation.

10/8/01
- DECISION: NUR 312 Pathophysiology credit hour increase from 2hr to 3hr credit
- DSU BULLETIN CHANGES for 2002-2004:
  - Nondegree seeking students may enroll in the following courses with permission of the instructor (NUR 310 Computers in Nursing; NUR 311 Physical Assessment; NUR 492 Special Topics) Each non-degree student will seek advisement from the instructor and the COAP each semester of enrollment.
  - Deadline for application to the School of NursingGeneric BSN Program is October 1st.

11/26/01
- DECISION: Develop NUR 300 Writing for Professional Nursing Course (1 credit hr) to begin Spring semester 2002.
  - New course to address writing problems of students. Also to introduce APA format.

12/14/01
- DECISION: Faculty will use new WebCT template for course development beginning Summer 2002.
- Meharry MCRIT Grant: BSN students may be eligible to receive stipends for clinical rotation hours at Delta Health Center during Community Health Nursing Fall 2002.
- DECISION: Unsuccessful NUR 305 student approved by faculty to enroll in NUR 309 Research in Spring 2002.
- DECISION: Student unsuccessful in NUR 304 (Pharmacology) approved by faculty to enroll in NUR 300 (Writing for Nursing) and NUR 302 (Fundamentals) during Spring 2002.
- DECISION: NUR 300 Writing for Nursing course approved. New course.

1/14/02
- DECISION: Format for written formal papers approved. To be used by all UG faculty for consistency.
  - Faculty encouraged to integrate MS Competency Model into course objectives.
- Online Course Offerings: RN-BSN Completion Program offers NUR 404 (Issues), NUR 407 (Directed Study), and NUR 402 (Management) offer theoretical portions totally online. BSN generic Program offers WebCT enhanced courses (NUR 306

2/11/02 .DECISION: Seven (7) students with unsuccessful grades in NUR 302 will be allowed to continue attending the theory (only) portion of NUR 302 Fundamentals. They will not be allowed to complete course quizzes, participate in presentations, or attend clinicals or skill lab.
.DISCUSSION: Administration considering offering NUR 302 Fundamentals Summer 2002 for those students needing to repeat course.
.UG Faculty will develop a Math Module to be mastered by applicants before admission to program.
.DECISION: Students with positive/non-negative results on substance testing will have clinical experiences affected by testing results.

2/11/02 .DECISION: Spring 2002 seniors will complete the Watson-Glaser exit testing comparing scores to their entrance scores.

4/8/02 .DECISION: Faculty will make a CD copy of all WebCT online courses and submit these CDs to Judy Haney, faculty secretary, for secured storage. Copies must be submitted by 5/13/02.
.DECISION: Copy of Fall course syllabus, assignments, textbook submitted to Judy Haney by 5/12/02 to meet student request for Fall 2002 course preparation.

ADMISSION FUNCTIONS:

9/10/02 .DECISION: ERI Nurse Entrance Test (NET) be given as part of the UG admission process
 .Ad hoc committee selected to study high risk UG student population and to recommend policies and procedures to assist these students.

10/8/01 .Faculty (3) selected to review BSN applicant files on 10/11/01
 .Criteria Scoring and weighting of interviews and writing skills discussed
 .DECISION: Continue with interview process and use NET testing
 .DECISION: Use more reflective sample of student’s view of nursing for position paper written during interview process.

11/26/01 .Twenty-one (21) Generic BSN students accepted and returned intention letters
 .BSN Generic Orientation 12/1/01 8am-4:30pm JR and ST class advisors will select students to assist with orientation.

12/17/01 .School of Nursing Orientation Polices and Procedures Approved by consensus.

1/14/02 .Student files reviewed for possible summer 2002 admission.
 .Advisor to maintain current plan of study form for each advisee.
Advisor to update prerequisite plan of study for each student advised. NET results for new admits indicated several very low scores. Several prejunior high school scores on reading and math. Majority of these JR I students are “group” learners while very few are grouped as “solitary” learners.

2/11/02 .DECISION: Routine urine drug screening is to be added to the preadmission Health and Physical forms. Students with positive tests are to be counseled prior to their admission to the School of Nursing.

3/25/02 .DECISION: Deadline for RN-BSN admission extended to await possible applicants from Greenwood-Leflore Hospital and Northwest MS Regional Medical Center. Discussion: WIA scholarship monies are available for RNs completing their BSN.

4/8/02 .DECISION: RN-BSN admission approved: Full Admission=2; Provisional Admission=7. Provisional Admission is pending successful completion of all prerequisite requirements by August 10, 2001. Students not completing all requirements will not be allowed to progress in the program for Fall 2002.

RESOURCE FUNCTIONS:
12/14/01 .Library books ordered by faculty. $2100.00
 .Library Liaison Faculty are lSeals and lCarlson

2/11/02 .Additional book orders are due prior to Spring Break

06.24.02
Hi Judy!!! Please check with Louise/Libby/Dana to see how this section can be completed.

NOTE: Louise and Libby……Please add to this section. These are the only Resource Notations within the 2001-2002 UG Program Minutes. Just write in below and I will insert. Thank you, Dana

RECRUITMENT:
12/14/01 .Greenwood/Leflore Hospital scholarship money to be awarded to four (4) SON full-time RN-BSN completion program students. $500.00 per student.

06.24.02
Judy ask Dana if this would suffice:
Please see Student Affairs Annual Report for comprehensive annual recruitment summary.

NOTE: Cheryl and others: Please add Recruitment Dates to this report and I will complete. Thanks, Dana
**MSN Program**

Meetings: Total Meetings=8; Dates: 8/20/01; 9/17/01; 10/15/01; 11/01; 12/14/01; 2/18/02; 3/18/02; 4/1/02;

**CURRICULUM FUNCTIONS:**

8/20/01
- DECISION: MSN students enrolled in WebCT online courses will meet the last Thursday of each month on campus.
- DECISION: rCagle will introduce new students to WebCT applications 8/23/02.
- DECISION: Non-degree seeking students may enroll in only six hours before being admitted to the MSN program.
- DECISION: Graduate students must maintain a 3.0 GPA during the initial semester of graduate work in the MSN program. This is consistent with MSN degree Bulletin information.
- FNP faculty to meet each third Monday following the graduate program meeting. FNP faculty meeting to be led by Track Manager kRiffle. MSN program content mapping will be accomplished during these meetings.

9/17/02
- DECISION: Consensus to support GRE Writing Assessment testing in lieu of CAAP. Note: AAP is not routinely offered at DSU.
- DHEP offers several new courses on line that DSU School of Nursing can use.
- Written Comprehensive Examination (WCE) will be administered 11/15/01.
- Must have cohort of eight (8) students to offer Nurse Educator and Nurse Administrator track courses.
- DECISION: All MSN courses must be developed for online distribution by Fall 2002

10/15/02
- DECISION: Faculty will meet 10/24/02 to develop draft of Comp Exam.
- DECISION: Approved NUR 690 Thesis and NUR 687 Research Project Plan of Study by consensus.
- DECISION: MSN completing students to present at 11/8/01 Annual Research Day.

11/20/02
- Review of student Comprehensive Examination Grading. One student not successful. Faculty approved offering student chance to rewrite comp exam Spring 2002.

2/18/02
- DECISION: Comprehensive Examination date for spring 3/21/02
- DECISION: Students writing comp exam may use computer or hand write
- DECISION: kRiffle to prepare exam for FNP student. bPowell to prepare comp exam for Nurse Educator student.
- dLamar to assist with writing research, issues, health/wellness, and theory items.
- DECISION: NUR 602 (Physical Assessment), NUR 605 (Pharmacology), NUR 608 (FNP I), NUR 609 (FNP II), NUR 610 (FNP III), NUR 620 (Role) will need to be offered to part-time students in FNP role track.
- DISCUSSION: Meharry (MCRIT) Grant. NUR 608 (FNP-I) clinical rotations to Delta Health Center submitted by kRiffle to lReid, FNP-C at DHC.
ANNOUNCEMENT: Dr. Kathryn Rifflle, MSN Track Manager, will retire at end of spring 2002 semester.

3/18/02  .Meharry Grant (MCRIT): Two students have successfully completed DHC clinical rotation with positive student feedback.

4/1/02  .DEcision: MSN candidates writing spring 2002 comp exams were successful.
.DEcision: CD copies of all online courses are to be submitted to Judy Haney by 5/13/02 for secure storage.
.Discussion: DHEP meeting in Tunica April 4-5.

ADMISSION FUNCTIONS:
9/17/02  .Decision: All MSN students must have approved Plan of Study filed by 9/27/02.
.DEcision: Recruitment Plans: Follow up on “Green Blitz” mail outs to students.

2/18/02  .Discussion: Admissions for DSU School of Nursing MSN Program is suspended for spring 2002 and possibly for spring 2003. Sufficient cohort of student must be recruited to resume admission to program. Nondegree students seeking MSN certification for FNP

RESOURCE FUNCTIONS:
9/17/02  Serial holdings are now housed in the Dean’s Conference Room
2.11.02 Library book requests submitted for spring 2002 academic semester

End of MSN Program Annual Report.
Appendix B: Faculty Development Committee Annual Report 2001-2002

I. Membership: Chair: Janette McCrory
   Members: Dora Christian; Kathryn Riffle; Misty Moore (Graduate Student Representative)

II. By Laws Functions:

1. Conduct annual assessment related to faculty continuing education or other course work.
   Outcomes: Online course development, SPSS, and bioterrorism for the highest faculty interest.

2. Plan and/or recommend continuing education, inservice programs for faculty development.
   Outcomes: 18 hour Advanced WebCT (6 sessions); 4 hour SPSS v.11 (2 sessions)

3. Develop networking system for faculty to disseminate information gained at continuing education, inservice, and other learning experiences.
   Outcomes: Due to budget constraints, faculty have not attended/or attended minimal conferences. Faculty encouraged to leave conferences notebook in copy room, but reports at program or faculty organization meeting would be more beneficial.

4. Serve as an advisory group to administration in planning expenditure of funds for faculty development and travel.
   Outcomes: The Dean approved to provide the cost of the continuing education credits for WebCT and SPSS for all faculty.

5. Recruit and retain minority faculty members and offer continuing education opportunities to enhance faculty’s understanding of the contribution of minority faculty to nursing and nursing education.
   Hi Judy, ask Janette about an outcome for this one…

III. Annual Goals & Outcomes

1. To enable faculty to obtain all of the required IHL 10 contact hours per year through offerings of the faculty development committee.
   Outcome: 18 hour Advanced WebCT (6 sessions); 4 hour SPSS v.11 (2 sessions)

2. To offer quality continuing education both to the faculty and the regional nursing community.
   Outcome: 18 hour Advanced WebCT (6 sessions); 4 hour SPSS v.11 (2 sessions)

3. To offer a Fall and Spring event to recognize commemoratives for the month. Beginning Spring 2002, the School of Nursing will recognize Black History Month by selecting an appropriate speaker to present to the faculty, staff, students, and other interested members of the community.
Outcome: Dr. Linda Moore, Assistant Professor in the Department of Public Health at Jackson State University, was guest speaker for the School of Nursing’s salute to Black History Month.

IV. Dates of Meetings: 10-01-01; 11-05-01; 02-18-02; 03-18-02; 03-25-02; 04-01-02

V. Major Accomplishments

1. Surveyed the faculty as to their preferences for faculty development topics. Online course development, SPSS, and bioterrorism for the highest faculty interest.

2. The faculty development committee, with the cooperation of the Dean, developed a series of six faculty development workshops focusing on Advanced WebCT course development and management and two faculty development workshops focusing on SPSS v.11. Dr. Lambert, Director of the Teaching and Learning Center, presented the Advanced WebCT workshops and Dr. Jane Weare, Research and Statistics Professor, presented the SPSS workshop. Dr. Lambert and Dr. Weare are faculty at Delta State University. Both workshops received high or excellent evaluations with a suggestion to repeat the SPSS workshop annually and provide more advanced SPSS workshop in the future.

3. The faculty development committee invited a speaker to the School of Nursing in February to commemorate Black History Month and will continue to plan a Fall and Spring event each year.

4. The faculty development committee made revisions to the Faculty Handbook for the 2002-2003 academic year.

End of FacDev Annual Report
Appendix C: Student Affairs Committee Annual Report 2001-2002

I. Committee Composition: Chair: Debra Allen
   Members: Marion Raines, Libby Carlson, Barbara Powell (ex-officio) & Dana Lamar (ex-officio)
   Student Representatives: Elizabeth Williams (junior), Betty Fellner (senior), Amy Prentiss (msn)

II. By-Law Function of the Committee
   a. Annually review and make recommendations for changes as needed in the School of Nursing Student Handbook.
   b. Facilitate student participation in SON, University, professional, and community functions.
   c. Facilitate development of criteria for scholarships, awards, and honors designated for students.
   d. Recommend to DSU Foundation possible community donors for SON support.
   e. Assure availability of information on scholarships and other financial assistance for nursing students.
   f. Identify national, state, and local scholarships for financial assistance to School of Nursing students.
   g. Annually evaluates and made recommendations to SON Recruitment Plan

III. Goals/Evaluation of Goals
   1. Increase participation on all SON committee.
      Eval: Students were selected from both programs for SON standing committees and met as schedule permitted
   2. Continue to update the SON WebPages monthly and revise annually.
      Eval: Anticipate completion of the project in May/June.
   3. Seek cost effective means of obtaining nursing pins.
      Eval: Recognition Company of LA. Contacted representative came to the school himself to take orders. Students were pleased with price.
   4. Implement the policy and procedures for recruitment by the resource assistant to assist in more effectively recruiting students.
      Eval: Policy and Procedure for Recruitment for the Resource Assistant was followed. Database still not functioning as planned.
      ITS not completed their process.
   5. Plan a spring "kickoff" for students.
      Eval: Unable to accomplish this goal due to due to other obligation.

IV. Number and Date of Committee Meetings
   A. Student Affair Committee Meetings: 8
   B. Dates of Meetings: August 26, 2001; September 21, 2001; October - no meeting; November 4, 2001; November 25, 2001; February 3, 2002; March 3, 2002; March 25, 2002; April 22, 2002.
V. Major or Significant Committee Accomplishments
   a. Student Handbook revision to implement smoke-free block and add table of contents
   b. Recommended students for scholarships/loans and awards and SON Student selected for Eliza Pillars Scholarship (statewide application process)
   c. Recruitment plan and report

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Name &amp; Location</th>
<th>Representative(s)</th>
<th>Focus Group</th>
<th>Numbers Reached</th>
</tr>
</thead>
<tbody>
<tr>
<td>09/12-14</td>
<td>Health Department Convention</td>
<td>Janette McCrory</td>
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<td></td>
<td>MS Gulf Coast</td>
<td></td>
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<tr>
<td>09/15</td>
<td>DSU Delta Focus</td>
<td>Cheryl Oleis</td>
<td>High School Students</td>
<td></td>
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<tr>
<td>Saturday</td>
<td>Cleveland, MS</td>
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<tr>
<td>10/23</td>
<td>IHL College Fair</td>
<td></td>
<td>High School Students</td>
<td>u/k</td>
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<td></td>
<td>Jackson, MS</td>
<td></td>
<td></td>
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<tr>
<td>10/26</td>
<td>MNA Convention</td>
<td>Debbie Allen</td>
<td>ADN students</td>
<td></td>
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<tr>
<td></td>
<td>Biloxi, MS</td>
<td>Maureen G. Propst</td>
<td>&amp; Exhibiting Agencies</td>
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<tr>
<td>01/24</td>
<td>DSU SON Health Care Day</td>
<td>All</td>
<td>Exhibiting Agencies</td>
<td>30</td>
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<tr>
<td></td>
<td>Cleveland, MS</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>02/07</td>
<td>Health Education Job Fair</td>
<td>Cheryl Oleis</td>
<td>ADN students</td>
<td>Approx. 60</td>
</tr>
<tr>
<td></td>
<td>Meridian Community College</td>
<td></td>
<td>&amp; Exhibiting Agencies</td>
<td></td>
</tr>
</tbody>
</table>

Comments:
- Event was cancelled
- Information sent with university personnel to be displayed at university booth.
- Used this event on our campus to get information out the attending agencies about our RN-BSN completion program and master’s programs. Agencies showed great interest and were very receptive to program information.
- Excellent response from a select few students. Set-up was in the hallways of the nursing building. It was very difficult to figure out who was ADN due to the fact that students squeezed through the hallways (very awkward & crowded) on the way to and from class in regular class clothes. There was no way to I.D. the ADNs.
- Excellent response from agencies. Able to make contact with numerous agencies unaware of us and our programs (mostly coastal agencies). This alone was worth the trip. Agencies who had attended our flooded Health Care Day were in great humor about it and commented again.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Name &amp; Location</th>
<th>Representative(s)</th>
<th>Focus Group</th>
<th>Numbers Reached</th>
</tr>
</thead>
<tbody>
<tr>
<td>02/28</td>
<td>Hinds Community College</td>
<td>Cheryl Oleis</td>
<td>ADN students &amp; Exhibiting Agencies</td>
<td>Approx. 100</td>
</tr>
<tr>
<td>Thursday</td>
<td>Allied Health Center</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Jackson, MS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/03</td>
<td>Mississippi Delta C.C.</td>
<td>Cheryl Oleis</td>
<td>ADN students &amp; Exhibiting Agencies</td>
<td>Approx. 150</td>
</tr>
<tr>
<td>Wednesday</td>
<td>Moorhead, MS</td>
<td>Debbie Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>03/19</td>
<td>State Job Fair – Jackson, MS</td>
<td>Cheryl Oleis</td>
<td>Agencies</td>
<td>5</td>
</tr>
<tr>
<td>03/22</td>
<td>M-OADN Convention</td>
<td>Cheryl Oleis</td>
<td>ADN students &amp; Exhibiting Agencies</td>
<td>300 + (out of 700)</td>
</tr>
<tr>
<td>Friday</td>
<td>Biloxi, MS</td>
<td>Debbie Allen</td>
<td></td>
<td></td>
</tr>
<tr>
<td>04/04</td>
<td>Northeast Community College</td>
<td>Cheryl Oleis</td>
<td>ADN students &amp; Exhibiting Agencies</td>
<td>Approx. 100</td>
</tr>
<tr>
<td>Thursday</td>
<td>Career Fair</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
<td>Booneville, MS</td>
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</tbody>
</table>

Comments: Great response from students. Exhibiting agencies were still talking to one another in regards to the quality of our DSU SON students and about the recent Health Care Day that took place on DSU’s campus. Exhibiting agency personnel very interested in our RN-BSN program as well. Did as much recruiting with them as was done with the Hinds ADN students.

03/22

M-OADN Convention
Biloxi, MS

Cheryl Oleis
Debbie Allen

ADN students & Exhibiting Agencies

300 + (out of 700)

Comments: This was N-OADN’s 50th year celebration. Celebration aspects – especially location and size of facilities used (casino) – seemed to greatly interfere with reaching attendees of this event. Attendees were much more focused on the entertainment available. Have had much better response and reached larger numbers at this event in the past. All things considered, we did reach a fair number of ADN students. But even those students weren’t real focused on the details of RN-BSN completion program – which is quite unusual. Look forward to a smaller scale event next year.

04/04

Northeast Community College
Career Fair
Booneville, MS

Cheryl Oleis

ADN students & Exhibiting Agencies

Approx. 100

Comments: Great response from students who attended. Felt we missed a number of them, though, due to location of event. Need to make a point next year of contacting their nursing department and making some type of appearance there while in town for the career fair. Perhaps make arrangements to spend the day before or the day after (or even just the remainder of that day) in a classroom in the nursing building. Good contact with some of the nursing faculty as well as the agencies that attended. Things went extremely well for it to be our first time to this event. Definitely worth returning.
<table>
<thead>
<tr>
<th>Date</th>
<th>Event Name &amp; Location</th>
<th>Representative(s)</th>
<th>Focus Group</th>
<th>Numbers Reached</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/05 - Friday</td>
<td>Career Fair West Bolivar High School</td>
<td>Cheryl Oleis</td>
<td>High School</td>
<td>Approx. 200</td>
</tr>
<tr>
<td>04/12 – Friday</td>
<td>Benoit High School</td>
<td>Cheryl Oleis</td>
<td>High School</td>
<td>Approx. 125</td>
</tr>
<tr>
<td>4/17 Wednesday</td>
<td>W Bolivar Middle School Rosedale, MS</td>
<td>Cheryl Oleis</td>
<td>7th &amp; 8th</td>
<td>Approx. 100 total</td>
</tr>
<tr>
<td>4/18 Thursday</td>
<td>Holmes Comm. College Grenada, MS</td>
<td>Lizabeth Carlson</td>
<td>ADNs</td>
<td>Approx. 100</td>
</tr>
<tr>
<td>4/18&amp;19 Thursday &amp; Friday</td>
<td>Warren Central High School Vicksburg, MS</td>
<td>Cheryl Oleis; Students: MSN Linda Cockrell &amp; BSN Amanda (Mac) Cook</td>
<td>H.S. Grades 9th-12th</td>
<td>Over 200 (Broken into small groups)</td>
</tr>
<tr>
<td>5/3 &amp; 4</td>
<td>Eliza Pillars Convention Gulfport, MS</td>
<td>Maureen A. Gruich, Leonia Johnson</td>
<td>ADNs BSNs</td>
<td></td>
</tr>
<tr>
<td>5/16/02</td>
<td>Moorhead Middle School Moorhead, MS</td>
<td>Cheryl Oleis</td>
<td>7th and 8th Grades</td>
<td>150</td>
</tr>
</tbody>
</table>

Comments: Set up was “exhibitor” format in school gym. Table size and surrounding space was adequate. Student interest was fair. A student nurse representative would better serve the purpose of this type of fair. The university itself also had a table. Would work well to be set up next to and work hand-in-hand with them during future exhibits.

Comments: Agencies were set up in separate classrooms. Students were brought in small groups (by grade). Small group sessions worked out very well. Fair response and interest from students.

Comments: Fair response; Need a handout with this age group in mind that focuses on NURSING rather than using current brochures; Perhaps student nurses [in uniform] could attend this type of fair as part of SNA.

Comments: The faculty member attending, Lizabeth Carlson, was extremely pleased with the results of this trip. She indicated that she had a great response from the students – many sought out classmates to bring over to the DSU SON booth. The nursing department’s director and numerous faculty were also drawn to the booth to find out more based on comments they were hearing from their students about the incredible on-line aspects of our RN-BSN completion program.

Comments: Small group sessions worked out very well. Great one on one time with students; Went in focused on H.S. students; Became aware that a number of teachers were considering a second degree upon retirement.

Comments: Same as WBMS ….Fair response; Need a handout with this age group in mind that focuses on NURSING rather than using current brochures; Perhaps student nurses [in uniform] could attend this type of fair as part of SNA.
Summary

The recruitment year as a whole was a good one. Progress is being made in getting the entire state familiar with not only our nursing programs, but our university as a whole.

Community Colleges – ADN graduates: As our RN-BSN completion program has gone on-line, people who normally would not have even considered it, due to their location in the state and the travel involved, are now taking interest in the program. There has been a point made to focus getting our information into the hands of the instructors in the community colleges. They are the ones advising the ADN students and will prove very helpful in directing motivated students to our completion program – but only if they have the information they need to do so. As well, this is a “long-term” recruitment issue, in that students move through within two years, but most of the faculty will be there year after year.

Elementary and Secondary Schools: Next year’s activities will include the Mississippi Counselor’s Convention. This opportunity will be used to get our nursing program information deep into the public schools throughout the state by getting to know and sending information back with public school counselors. A small packet containing our BSN brochure, a flyer (as described below), a DSU bulletin and/or brochure and a brief letter directed to school counselors would be a good start to getting our nursing program information into the Mississippi Public Schools through the counselor convention next fall (2003). The letter should include useful websites such as discovernursing.com, www.deltastate.edu, etc. The development of a flyer or brochure tailored specifically for the junior high and high school levels would prove to be a great tool in recruiting at these levels. Our current brochures are very professional looking items directed at the high school junior or graduating senior, college student and/or working nurse. The flyer/brochure tailored to the elementary and secondary students should be focused on the following:

1. The variety of jobs and benefits available to someone who chooses nursing as a profession.
2. What students should be doing in school to better prepare themselves for nursing school and the nursing profession as a whole.
3. Expanding the students’ knowledge and breaking the common myths of who a nurse is and what a nurse does.

The SON became involved in a number of local school career days as well a couple of distant ones. The need for a flyer/brochure directed to this type of student derived from this increasing number of requests and opportunities to become involved in the elementary and secondary schools.

Health Care Agencies: Last year a real need and opportunity was noticed with the exhibiting agencies that we see again and again throughout the year as we recruit. A point has been made to specifically go after and heavily recruit through the representatives sent out by these agencies. Arriving early and leaving almost last at recruitment events has proven to be an effective time to approach the recruitment representatives from health care agencies about the exciting advantages to our RN-BSN completion program and MSN programs. The agencies have been very responsive to this approach. It is a goal for next year to have a prepared “packet” of sorts to distribute to these agencies. [Such as several brochures, a university u/g and graduate bulletin, applications, business card(s), etc. in something like the newly ordered inexpensive portfolios printed with the SON name on them.] A general letter that is addressed specifically to health care agencies would be a good way to top the packet off. The letter will need to include information about the new WIN JOB Center funding available to RNs to obtain their BSN. By next school year, the job center should have brochures about this funding available to place in the packets as well. The letter itself can specify how the funding relates to our RN-BSN completion program, as well as list numerous highlights of our program.

End of recruitment report.
End of StdAffr Annual Report
Appendix D: Program Effectiveness Committee Annual Report 2001-2002

I. Membership:
Chair: Louise Seals
Members: Lisa Julius, Vicki Bingham (1/12-5/31), Evelyn Smith (8/26-12/19)
Student Representation: Kelly Weir, undergraduate; Darlene Bradford, RN-BSN; Deborah Thompson, graduate.

II. By-Law Functions of the Committee
1. Coordinate evaluation of student academic functions.
2. Coordinate evaluation of program outcomes for students and graduates.
3. Recommend and/or revise evaluation tools for data collection.
4. Provide data for accreditation and other reports.

III. Summary of Goals and progress 2001-02

A. Goal: To continue to develop the SON evaluation process to incorporate the use of the Scantron to facilitate timely evaluation for courses, instruction, and clinical facilities.

Progress: In the fall of 01, the program for use of the Scantron was developed and piloted for fall 01 evaluations. An error in data organization required a program upgrade in the spring of 02. Lisa Julius and Judy Haney were trained to run the revised program. Spring 02 evaluations were completed using this program. Preliminary results indicate further refinement will be required prior to utilization in fall 02.

Plan: Continue to evaluate the results of the revised process for speed and usability in the fall of 02-03

B. Goal: Complete the SON position description statements.

Progress: An on-line survey of SON policies and procedures was conducted, and the results indicated that use of the University criteria stated in the tenure and promotions policy was suitable until further data could be compiled.

C. Goal: Investigate the development of uniform guidelines for faculty to aid in development and presentation of professional portfolios.

Progress: Collaboration between the DSU Tenure and Promotions Committee guidelines and the SON resulted in the development of a general guide that was used in the spring of 01. This document was refined and presented to the faculty in
the spring of 02. These guidelines were reviewed by the PEC committee and appeared comprehensive.

D. Goal: Develop forms to gain input from the SON Advisory Council and employers to evaluate program outcomes.

Progress: A survey using a ranking of items was developed by the committee. Communication with the Dean resulted in the use of a survey tool with open ended items. Surveys were mailed to all representatives and a 33% return rate was obtained. Results were compiled and presented to faculty.

E. Goal: Develop a timeline for SON’s plan to participate in the SAC’s Accreditation process

Progress: An information gathering telephone meeting was conducted with Dean Myers. Co-chairs for the university committee have been formed and further work on this project was to be delayed until results from a Sac’s workshop on May 26th was available. A draft of the tentative timeline for the SON’s SAC’s report was distributed to faculty on May 02.

Plan: Assignments and dates will be distributed to faculty in fall 01.

F. Goal: Review Bylaws, Mission, Philosophy, Outcomes and revise MPE as necessary

Progress: Mission, philosophy, outcomes, Bylaws, and MPE were submitted to faculty during March and April 02 by placed in the SON Communication Book. No changes were suggested in regard to Mission, Philosophy, and outcomes. Feedback was received and revisions made in Bylaws and MPE.

IV Dates of Meetings: PEC met a total of 8 times during this academic year: 2001: August 27, September 16, October 29, November 25
2002: January 28, February 25, March 25, April 29

V Major Accomplishments

1. Completed program for using Scantron for evaluations
2. Guidelines for professional portfolio development reviewed
3. Reviewed mission, philosophy, outcomes, structure and governance policies
4. Developed tentative timeline for SON participation in SAC’s data collection and report
5. Worked with Dean of SON to compile results of a survey of members of SON Advisory Council.
6. Reviewed descriptions of requirements for ranks outlined by University Tenure and Promotions Committee.

End of PEC Annual Report
Appendix E: Master Plan for Evaluation Annual Report