## UNIT PLAN WORKSHEET -- PERSONNEL FUNDING REQUESTS

**Unit:** Nursing/Allied Health  
**Cluster:** Cluster 1  
**Planning Year:** 2013-2014

1. Use these worksheets to list Funding Requests (Immediate IMM = 2012-2013 Academic Year; Intermediate INT = 2013-2014, coincides with Educational Mater Plan, Strategic Plan, and/or IEOs; or Long Term, LT = 2013-2015.  
2. All funding requests should be listed regardless of anticipated funding source.  
3. Justification should be written as a concise explanation of need citing relevant Strategic Goals, Educational Master Plan Directions, IEOs, Operational Planned Goals, Program Review Recommendations, Analysis of Outcomes Assessment or other factors.

### Personnel - Full-Time Faculty

<table>
<thead>
<tr>
<th>A. Full-Time Faculty</th>
<th>Program</th>
<th>Description - What?</th>
<th>Cost/Range</th>
<th>Site</th>
<th>New (N) or Replacement (R)</th>
<th>Immediate (IMM), Intermediate (INT) or Long Term (LT)</th>
<th>Justification - Why? (1-2 Sentences)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Classroom prepared instructor</td>
<td>LVN</td>
<td>A 2nd FT instructor to participate in lecture and clinical and divisional needs</td>
<td>$100,000?</td>
<td>N</td>
<td>IMM</td>
<td>LVN APPW Section VI Program Development/Forecasting • Staffing projections - Improve continuity for curriculum &amp; students. Decrease hours of time lost to mentoring n PT faculty. Had to REDUCE hours of acute care clinical in 2012 due to insufficient faculty. Divisional and Regulatory responsibilities are too great to run this 12 month, hour intense program with only one FT faculty.</td>
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<tr>
<td>Classroom prepared instructor</td>
<td>EMS</td>
<td>FT instructor to participate in lecture and clinical and divisional needs</td>
<td>?</td>
<td>ALL SITES</td>
<td>N</td>
<td>IMM</td>
<td>EMS APPW Section VI Program Development/Forecasting • Staffing projections - Improve continuity for curriculum &amp; students. Divisional and Regulatory responsibilities are too great to run this 12 month, hour intense program with only one FT faculty.</td>
</tr>
<tr>
<td>PT C.N.A. Clinical Instructor</td>
<td>NAST</td>
<td>CNA clinical instructor</td>
<td>$25,000</td>
<td>NC</td>
<td>N</td>
<td>IMM</td>
<td>NAST APPW Section VI Program Development/Forecasting • Staffing projections - Need to increase class size to 30 to meet community and LVN pre-program needs</td>
</tr>
<tr>
<td>Program</td>
<td>Description - What?</td>
<td>Cost/Range</td>
<td>Site</td>
<td>Justification - Why? (1-2 Sentences)</td>
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<tr>
<td><strong>B. Academic Managers, Classified Managers, &amp; Confidential</strong></td>
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<tr>
<td>LVN/Allied Health</td>
<td>Success Specialist</td>
<td>$30,400-- CTEA funded at this time</td>
<td>ALL SITES</td>
<td>IMM</td>
<td>EMS, MAST, PSYT LVN APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing projections - The Student Success Specialist position has been funded through CTEA for the last 3 years. The position has proven beneficial to student success and dialogue to have this position funded by the District is needed. The LVN program is an accelerated and minimal pre-requisite program requires attention to individual student needs to enhance student success.</td>
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<tr>
<td>EMS-P</td>
<td>Paramedic Program director</td>
<td>Donor funded at this time</td>
<td>SLO</td>
<td>IMM</td>
<td>EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing projections - This is a mandated position that presently is funded by an outside funding source. For sustainability, this position needs to be district funded</td>
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<tr>
<td>NRAD</td>
<td>Success Specialist</td>
<td>$40,000 grant funded at this time</td>
<td>SLO</td>
<td>INT</td>
<td>NRAD APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing projections - The Student Success Specialist position has been grant funded since its inception. The position has proven beneficial to student success and dialogue to have this position funded by the District is needed. The NRAD program’s high retention and success rates are partially attributed to the support given by the success specialist—Secure GRANT funding</td>
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<tr>
<td>EMS</td>
<td>Medical director</td>
<td>$12,000 currently donor funded</td>
<td>SLO</td>
<td>IMM</td>
<td>EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests - This position is mandated and has been funded through private donations since the beginning of the program. For sustainability it needs to be district funded</td>
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<tr>
<td><strong>C. Classified Employee: Permanent, Short-Term &amp; Substitute</strong></td>
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<tr>
<td>RNLVN/EMS</td>
<td>SIM lab technician - 40 hr/week</td>
<td>$25,000K</td>
<td>ALL SITES</td>
<td>IMM</td>
<td>NRAD, LVN and EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing projections - SIM coordinator is developing and facilitating increasingly complex pull-out simulations for first year nursing students. Because these simulations take place during clinical hours, the coordinator is running the sims and debriefing them alone limiting the complexity of the scenarios that can be used. With the expansion of the SIM program to the north county LVN program, SIM lab coordination hours are stretched to the max. Continued expansion of simulation in RN and LVN programs will require technical support. Needs exists to incorporate sim for all allied health students</td>
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<td>LVN, EMS, MAST, NAST</td>
<td>Full time NCC Secretary III position currently grant funded at 16 hour per week</td>
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<td>LVN, NAST, MAST, EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing projections - Currently grant funded with no anticipation of decreased workload. Needs to become district funded to sustain delivery of NCC programs</td>
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### UNIT PLAN WORKSHEET -- PERSONNEL FUNDING REQUESTS

<table>
<thead>
<tr>
<th>Position</th>
<th>Description</th>
<th>Cost/Range</th>
<th>Site</th>
<th>Immediate (IMM)</th>
<th>Intermediate (INT)</th>
<th>Long Term (LT)</th>
<th>Justification - Why? (1-2 Sentences)</th>
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<tr>
<td><strong>Simulation Coordinator</strong></td>
<td>This category needs to be revised to meet this level of staff—they are not necessarily faculty and are not managers/supervisors</td>
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<tr>
<td><strong>Clinical Assistants</strong></td>
<td>RNs who assist the instructor in the clinical setting for 4 hrs each clinical day</td>
<td>$10 per hour</td>
<td>ALL SITES</td>
<td>N</td>
<td>IMM</td>
<td>NRAD APPW Section VI Program Development/Forecasting • Staffing Projection - Currently agency donation</td>
<td></td>
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<tr>
<td><strong>Clerical Support</strong></td>
<td>LVN, EMS, MAST, NAST, NRAD</td>
<td>40 hours per semester to monitor immunization requirements</td>
<td>10$ per hour</td>
<td>ALL SITES</td>
<td>N</td>
<td>IMM</td>
<td>NRAD, LVN, EMS, NAST, MAST APPW APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing Projection - Monitor and manage required student immunizations</td>
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<tr>
<td><strong>Teaching Assistant</strong></td>
<td>MAST</td>
<td>.5 classroom support person for MA and Phleb</td>
<td>$13 per hour</td>
<td>ALL SITES</td>
<td>N</td>
<td>IMM</td>
<td>MAST APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing Projection - Increase student instructor ratio to support safety when teaching invasive procedures</td>
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<tr>
<td><strong>Teaching Assistants</strong></td>
<td>EMS-P</td>
<td>Teaching Assistants</td>
<td>increase to $22.50 per hour</td>
<td>SLO</td>
<td>R</td>
<td>IMM</td>
<td>EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing Projection - Bring TA pay up to industry norm based on qualifications and certifications required to be a Paramedic TA</td>
</tr>
<tr>
<td><strong>Teaching Assistants</strong></td>
<td>EMS-B</td>
<td>Teaching Assistants</td>
<td>increase to $17.00 per hour</td>
<td>ALL SITES</td>
<td>R</td>
<td>IMM</td>
<td>EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing Projection - Bring TA pay up to industry norm based on qualifications and certifications required to be an EMT TA</td>
</tr>
<tr>
<td><strong>Training of preceptors— not a hiring position on campus</strong></td>
<td>EMS-P</td>
<td>Training of preceptors</td>
<td>$25.00 per preceptor - (1,000 per year)</td>
<td>SLO</td>
<td>N</td>
<td>IMM</td>
<td>EMS APPW Section V. program Outcomes Assessment and Improvement • Budget Requests &amp; Section VI Program Development/Forecasting • Staffing Projection - Need to have all preceptors trained to work with paramedic student interns - mandated by title 22 and CoAEMSP.</td>
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### Personnel - Student Worker

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<tr>
<th>D. Student Worker</th>
<th>Program</th>
<th>Description - What?</th>
<th>Cost/Range</th>
<th>Site</th>
<th>New (N)</th>
<th>Replacement (R)</th>
<th>Immediate (IMM)</th>
<th>Intermediate (INT)</th>
<th>Long Term (LT)</th>
<th>Justification - Why? (1-2 Sentences)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Worker</td>
<td>RN, EMS, MAST, NAST, LVN</td>
<td>assist with set up of lab, office helper</td>
<td></td>
<td>NC, SLO</td>
<td>R</td>
<td>INT</td>
<td>Currently Cal works funded--assist the faculty in daily project--filing, labeling.</td>
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ANNUAL PROGRAM PLANNING WORKSHEET (APPW)

Program: Licensed Vocational Nursing (LVN)
Unit: Nursing & Allied Health
Cluster: Nursing and Allied Health, Math, Science, Kinesiology
Planning Year: Planning in 2012-2013 for 2013-2014
Last Year CPPR Completed: 2009-2010

NARRATIVE: APPW

Use the following narrative outline and be brief and concise:

I. Program-Level Outcomes: List the outcomes established for your program.
   A. Demonstrate effective therapeutic and professional communication with patients and the health care team.
   B. Integrate knowledge and skills gained from nursing sciences with clinical practice.
   C. Practice safely and ethically within LVN scope of practice while providing patient care and working with the health care team.
   D. Demonstrate basic leadership in nursing practice.
   E. Apply age appropriate concepts and cultural awareness in nursing practice.

II. Program Progress towards Institutional Goals and Objectives: Identify how your program, within the past year, has helped the district achieve its Institutional Goals and Objectives and provide data or evidence that demonstrates the progress.

The following was fulfilled during the 2012-2013 academic year:

Institutional Goal 1: San Luis Obispo County Community College District will enhance its programs and services to promote students’ successful completion of transfer requirements, degrees, certificates, and courses.

   Institutional Objective 1.2: Increase the percentage of degree- or certificate-directed students who complete degrees or certificates by 2% annually.
   a. Continued support of the success specialist (case manager) position with outside funding to support the students increasing the # of completers in the LVN certificate program.
   b. With outside resources, purchased, state of the art equipment and skill supplies for students to perform realistic patient care utilizing simulation. Students practice skills with current equipment that is the industry standard to maintain the high success rate of our students and positive employer surveys.
   c. With outside resources, purchased an integrated NCLEX online content review and test preparation program with a comprehensive two day live review to improve NCLEX success after program completion and increase first time national exam success and licensing.
d. Purchased, with grant and outside donor funding, handheld electronic devices for student use throughout the program that include nursing applications for use in clinical and classroom setting, as well as promote communication with faculty through email to promote retention of students.

e. Faculty participated in NCLEX question writing workshop and all test questions incorporate NCLEX format to prepare students to pass the licensure exam upon completion of program.

f. Provide information sessions to interested applicants and a thorough incoming student orientation to explain the rigor or the program to help students understand resources necessary to have in place during program to successfully complete the program.

g. DSPS referrals for students needing accommodations to be successful completers.

**Institutional Goal 2: San Luis Obispo County Community College District will build a sustainable base of enrollment by effectively responding to the needs of its local service area.**

**Institutional Objective 2.1:** Increase the capture rate of the local 24-40 age cohort by 2% annually

- a. Informed the community of program application periods and criteria through public info sessions, flyers, press releases, courteous responses to phone inquiries, and website announcements

- b. In 2011-12 data, there is an increase of 7% in students age 30-34 since previous year and an increase of 3% in students age 35-39

**Institutional Objective 2.2:** Increase the local high school capture rate by 2% annually

- a. Improved our division website to be more modern and user friendly: program announcements and useful resources that assist potential students who may be interested in health-care professions

- b. Participation in local middle school and high school career days

**Institutional Goal 3: San Luis Obispo County Community College District will assess and improve the quality and effectiveness of its participatory governance and decision-making structures and processes.**

**Institutional Objective 3.1:** Develop and distribute an institutional decision-making handbook that clarifies and documents the purpose, membership, meeting schedule, and reporting structure of its participatory governance and decision-making bodies

- a. Increasing numbers of faculty (FT and PT) reviewed online resources to various district plans as well as accreditation updates found on the districts WEB site.
Institutional Objective 3.2: Assess participatory governance and decision-making structures and processes and revise as needed to ensure that the processes are effective, transparent, and include broad participation.
   a. There is only 1 FT faculty in the LVN program. Being able to fully participate in the participatory governance/committee work and provide feedback to structural and process revisions is difficult for the full time faculty.
   b. Due to workload, it is difficult for PT faculty to participate in the governance process.

Institutional Goal 4: San Luis Obispo County Community College District will implement, assess, and improve its integrated planning processes.
   Institutional Objective 4.1: Train the internal community about the integrated planning processes
   a. Division Chair presented the Integrated Planning Model during an LVN faculty meeting.

Institutional Goal 5: San Luis Obispo County Community College District will strengthen its partnerships with local educational institutions, civic organizations, businesses, and industries.
   Institutional Objective 5.1: Increase participation at district events for business and civic leaders
   a. Hosted community advisory meetings each semester. We still need to increase participation of other potential hiring agencies who hire LVNs.—Excellent LVN community support.
   b. Hosted LVN celebration each year (end of May)—Excellent venue for family, friends and potential future students to see the accomplishments of the LVN program and students who completed.
   c. Conducted employer and alumni surveys to assess effectiveness of programs and services.
   d. Worked closely with the foundation to maintain community partnerships which support salaries, equipment, operational expenses, technology, professional development, student success strategies, facility improvements, and in-kind support—received financial support from private donors.
   Institutional Objective 5.2: Increase participation at district events for K-12 districts and Universities
   a. LVN Faculty and Success Specialist attended high school career days and middle school outreach programs. The district maintains the attendance records.

III. Program Progress towards Program-Level Objectives: Identify the progress that your program has made, within the past year, towards achieving program-specific objectives that were identified in your program’s most recent Comprehensive Program Planning and Review document and provide data or evidence that demonstrates the progress.
   a. Provided funding and support for professional development opportunities for faculty, staff and management
i. Trained faculty in the use of simulation
ii. Trained faculty on NCLEX test-item development and analysis of student performance on Kaplan integrated NCLEX program proctored tests
b. Implemented three simulation scenarios in the new human simulation lab to promote critical thinking ability and safe patient care
c. Provided mentor to assist new faculty in strengthening their teaching methodology and classroom management
d. Full time faculty collaborated with Math instructor to create a simplified version of Med MATH for the LVN Student. Eliminated a text purchase and the material is easy to follow. Improvement in med math mastery evident in quizzes and exam success.
e. Full time and part time faculty developed new skills mastery tool for practice in lab (surprise findings on assessment exercises, pop quizzes on steps for skills), and our new curriculum, which brought skills into first semester from 2nd semester allowed for earlier learning, more practice time and increased opportunities in clinical to execute skills.
f. Simulation scenarios are designed to target specific life span areas and skills that are least likely to be encountered in actual clinical setting in order to provide students the opportunities to think through typical situations and react with the nursing process.

IV. Institutional Measurements/Data: Analyze the institutional, program and site specific measurements (data and evidence) that are most relevant to your current program status.

Enrollment: Consistently admit 30 students with many qualified student applications who are not selected. There are no plans to increase Program enrollment due to reduced community need, lack of clinical sites and lack of available qualified faculty. The applicant pool decreased from over 100 per year to 60. This decrease coincides with adding a CNA program prerequisite and is related to this more than job market. Of the 30 students that entered, 25 completed the program on schedule within one year. Two dropped for other career goals, one for health reasons, and two for family reasons. Three will be offered to reenter following a one year leave of absence and complete the program.

Fill Rates: Fill rates for LVN Summer courses are consistently filling at 100% because students are entering the program. Variance in fill rate is related to a student dropping and inability to fill the spot because it is too late for student to make up mandated hours and content. While Fall and Spring fill rates showed no attrition from the Summer 2011-12 data, typically if we do have attrition, we will fill the spot with a student who requested a LOA and wants to return on a space available bases. Reduction of fill rates between semesters would mean that there are no students re-entering to fill the empty spots.

FTES: LVN program generates 85FTES compared to 91 FTES previous year. The trend is between 83-91 FTES for the last 3 yrs.
**Success and Retention:** Annual success/retention continues to increase. Success rate is 97% same as last year. Retention rate is 97% as compared to last year at 98%. Students leave the program for various reasons: academics and life issues. With the help of the Allied Health Success Specialist position, we retain as many or more students and increase the # of completers in the program.

**Certifications Awarded:** There were 28 certificates awarded to LVN in 2011-12; the same as 2010-11. All the completers of the program receive this certificate.

**Environmental SCAN June 2010 (South Central Regional Occupational Breakdown Program viability study):** There are approximately 545-607 new jobs in Licensed practical and licensed vocational nurses projected for 2010-2015.

**Career Technology Education (CTE):** LVN is completing a CTE cycle this year. Please refer to the Career Technology Education (CTE) Form for further data about local and state LVN viability.

V. **Program Outcomes Assessment and Improvements:**
- We review our Program Outcomes (PLOs) annually (MAY). We review the same Cohort of students: the year that they graduate—“class of _____”; 1 year later as alumni; and the employers who have hired this class.
- Summarize recent assessment efforts and assessment methods within the program (You may attach recent program-level CPAS in lieu of this narrative).
  - The LVN program utilizes current student, alumni, employer surveys and community advisory committee reviews to assess program effectiveness.
  - Preceptor Evaluations: removing as a tool for PLOs
  - Student Surveys state: benchmarks met. Students are prepared to enter the workforce with understanding of communication, knowledge from clinical experiences and other sciences, patient safety, ethical practice, leadership qualities in the LTC and patient care that demonstrates cultural awareness.
  - Employer Surveys state: benchmarks met. Employers view our LVN students as prepared in the areas of: communication, knowledge from clinical experiences and other sciences, patient safety, ethical practice, leadership qualities in the LTC and patient care that demonstrates cultural awareness.
  - Alumni Surveys state: No alumni responses--- Will problem solve to increase this response next year by gathering student personal emails at graduation and informing them to be alert for survey, sending a reminder survey, and verbally reminding them when seen out in community.
  - The National Licensing Exam (NCLEX-PN) results for the May 2012 LVN graduates was 94% (first-time testers which exceeds the Vocational Nursing Psych Tech (VNPT) State Board standards for accreditation.)
• Briefly summarize program improvements or changes that have been implemented since the last APPW or CPPR. (You may attach recent program-level CPAS in lieu of this narrative).
  a. NCSBN NCLEX-PN program report results are purchased yearly to assist us in measuring PLOs—looking at the significance of the data
  b. No surveys received from alumni survey. Will problem solve to increase this response next year by gathering student personal emails at graduation and informing them to be alert for survey, sending a reminder survey, and verbally reminding them when seen out in community.
  c. NCLEX-PN 1st time test results increased from 84% for class of 2011 to 94% for Class of 2012. Preprogram requirements of CNA certificate, increased math requirement and aggressive interaction with Success Specialist contributed to this increase. LVN Success Specialist utilized the Kaplan NCLEX integrated program to develop individualized study plans to prepare students for the NCLEX-PN exam.
  d. The Program pre-req of CNA certificate has been evaluated by faculty and community advisory committee members to indicate this promotes a stronger student and success in the program. Students were better prepared to learn nursing theory and skills.
  e. The CNA preprogram requirement allowed for curriculum changes that advanced the introduction of pharmacology and medication administration. Students were able to participate in opportunities earlier.
  f. The Program pre-req of Math 007 has been evaluated by faculty and by advisory committee members to show students demonstrated better preparation for the level of math necessary to learn and perform safe medication calculations. FT instructor collaborated with a math teacher to create a handout for the calculations and basic algebraic set ups. We were able to eliminate a textbook purchase, alleviating some financial burden for students.

• Identify and describe any budget requests that are related to student learning outcomes assessment results or institutional/programmatic objectives.
  a. Purchase NCSBN NCLEX-PN program as a tool for LVN program PLOs
  b. Purchase Kaplan integrated program and individualized study plans
  c. Success specialist works with at risk students to find resources to be physically able to adequately study to incorporate theory concepts to the clinical setting resulting in safe and ethical patient care, strong leadership skills and age appropriate care
  d. High fidelity human patient simulation lab with faculty-guided debriefing sessions utilizing a closed circuit audio-visual system to facilitate critical thinking skills necessary for entry level patient care to patients throughout the lifespan
  e. Long Term Care will at some point in near future introduce EHRs (one facility we utilize already has) and LVN students will need training in this form of charting and record keeping.
f. Post-completion IV training needs in community: In the past year 3 graduates of the LVN program were hired in an outpatient setting that required them to have IV certification. LTC facilities in our community are trending to increased use of IV fluids for residents. Re-evaluate the benefit vs. cost of offering an LVN level IV certification class – perhaps capture FTES and monies while meeting a community need for employment enhancement.

g. Update equipment to meet the needs of the work environment and replacement of equipment that is consistently worn and used during the year.

h. Continue to review skills kit content for currency, necessity and cost of supplies. It is important to have students purchase a kit (materials fee) that is usable and supports the course objectives.
   - The reimbursement generated by the materials fee does not always cover the cost of the supplies that must be ordered. The nursing and allied health division augments the supply budget with foundation/grant funding. Materials fees are adjusted every 2 years (odd years). Increased cost of supplies from the vendors is unpredictable. The poor economic climate has a direct correlation to the increasing costs of our supplies.

VI. Program Development/Forecasting for the next academic year:
Create a short narrative describing the following development forecasting elements, indicating how they support efforts to achieve program outcomes and/or institutional goals and objectives (where applicable):

Anticipated changes in curriculum and scheduling
a. Consider schedule changes that are more conducive to Monday through Friday and able to meet the required program hours. However this is difficult to achieve when complying with mandated holidays.

Levels or delivery of support services
a. Continue to support the halftime NCC Secretary III position with grant and donor funds while the district is in difficult economic times. We have many regulated programs. We require independent work with projects, ordering and admissions and records/Certification. This position will support the North County LVN, EMS, NAST and MAST programs on the NCC.
   b. LVN Success Specialist will require an Outside funding source to continue

Facilities changes
b. Plan to move LVN back to N2407 after other room changes are made for NAST/MAST. This will require outside funding for remodeling of NAST/MAST room and maintenance of N2407. However, schedule will remain unchanged for 2013-14 if work incomplete

Staffing projections
a. Outside funding continues to pay for a part time faculty person for skills and clinical each semester. Without this funding, the LVN program would not
exist.
b. Will continue to participate in faculty prioritization to gain another Full Time faculty for the LVN program
c. NCC LVN Human Simulation Coordinator is new and is funded through a combination of grant and donor funding

**Strategies for responding to the predicted budget and FTES target for the next academic year**

a. Continue to support the Allied health success specialist (case manager) position with outside funding.
### SLO Assessment Calendar--LVN Program

**1 yr---year-round program**

| Program: Licensed Vocational Nursing |
| LVN Program |
| SLO Assessment of Current Year |
| Analysis of Data/Planning from previous semester---completed in first month of the beginning of semester |
| Implementation based on the evaluation from the Previous Year |
| Post-Implementation AKA (Program Review of core courses taking place at the end of each semester). Discussion includes: summary of changes brought on by course SLO data and how it was implemented; need for curriculum change; content integration issues that arise concerning each level; program successes; community input. |

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<th>Aug</th>
<th>Sept</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>June</th>
<th>July/Aug</th>
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<tbody>
<tr>
<td>Fall Semester</td>
<td>Program SLOs</td>
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<tr>
<td>Spring Semester</td>
<td>Program SLOs</td>
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<tr>
<td>Summer Semester</td>
<td>Program SLOs</td>
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- **Assess objective &/or performance based tools at the END of spring/into summer**
- **Student Surveys**
- **CTE Questions (1-3) (see other form): completed every 2 years (EVEN or ODD)**