



Program Review

Purpose

“Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices” – Academic Senate for California Community Colleges

Data Driven Decision Making

*Continual improvement
Evaluation of program resource needs
Fiscal stewardship and transparency
Culture of evidence*

Reporting Cycle

Program Review will be conducted every two years beginning Fall semester 2021.

Reporting Cycle Activities	Timeline
Program Review forms posted on the Program Review website :	August 22, 2023
Data is available on the ORPIE website:	
<ul style="list-style-type: none"> Instructional Program Review Dashboard 	Available now
<ul style="list-style-type: none"> Student Services Program Review Dashboard 	Coming August 28, 2023
<ul style="list-style-type: none"> State comparison data may be found on Data Mart or Cal-Pass Plus 	Available now
Program Review Office Hours and Data Support offered in a hybrid format in the Language Arts (LA) Room 115 and by zoom.	See the Program Review website schedule information.
Program Review draft due via Dynamic Forms.	Friday, October 6, 2023
Review and Feedback Steps to Finalize Program Review:	
<ul style="list-style-type: none"> Step 1a: Technical Review by IEC (for all) and Academic Senate (for any that include a faculty request). See the technical review rubrics. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 1b: Content Review by Deans/Director. Feedback due to author. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 2: Completed Revisions submitted by author for final approvals by Deans/Manager and Vice Presidents. Final draft will address technical and content review feedback. 	Friday, November 3, 2023
<ul style="list-style-type: none"> Step 3: Final Program Review Approvals by Deans/ Manager, Vice Presidents, and IEC. ORPIE will post final draft to the website. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Step 4: Funding Requests proceed through governance structure. 	
<ul style="list-style-type: none"> Depending on the request either the Vice President or the IEC will assign the Program Review to the appropriate committee(s), including Planning Council for prioritization. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Committees forward recommendations to the Budget Committee 	Friday, December 1, 2023

• Faculty Hiring timeline:	
• Academic Senate Q&A	Tuesday, November 14, 2023
• Senator Ratings due	Friday, November 17, 2023
• Academic Senate – Special Meeting to Review Rankings	Tuesday, November 28, 2023
• Prioritized requests for faculty positions will be provided by the Academic Senate to the Executive Team	Wednesday, November 29, 2023
<ul style="list-style-type: none"> President makes final faculty decisions and reports to Senate at Special Meeting. Based on approved faculty positions, faculty submit search committee membership and supplemental questions to HR and the Academic Senate. 	Tuesday, December 5, 2023
• Hiring committee participants appointed by the Academic Senate.	Tuesday, December 12, 2023
• The Budget Committee forwards all recommended non-faculty requests to the Executive Committee	Tuesday, December 12, 2023
• President announces all funded recommendations campus-wide	Monday, April 1, 2024

AUTHOR INFORMATION

Employee ID (E# or C#): First Name Last Name
Wing Email Address Office Phone

Dean/Manager First Name Last Name Email
Vice President First Name Last Name Email

Program Review - Draft

*Program Review -
Nursing_Administrative.pdf

Program Review - Final Submission

*Program Review -
Nursing_Administrative.pdf

This Program Review includes the following:
Pick all that apply.

Faculty Request

Facilities, Technology, Equipment Request

Classified Request

This Program Review includes the following:
Pick all that apply.

Faculty Request

Facilities, Technology, Equipment Request

Classified Request

Faculty Requests (up to 3) One upload per request

Faculty Upload1

Faculty Upload2

Faculty Upload3

Faculty Requests (up to 3) One upload per request

Faculty Upload1

Faculty Upload2

Faculty Upload3

Facilities, Technology or Equipment Draft Requests (up to 5)

FTE Upload1

FTE Upload2

Facilities, Technology or Equipment Update Requests (up to 5)

FTE Upload1

FTE Upload2

FTE Upload3
FTE Upload4
FTE Upload5

FTE Upload3
FTE Upload4
FTE Upload5

Classified Personnel Draft Requests (up to 3)
One upload per request

Classified Upload1
Classified Upload2
Classified Upload3

Classified Personnel Updated Requests (up to 3)
One upload per request

Classified Upload1
Classified Upload2
Classified Upload3

Supporting Materials (Optional)

Upload1
Upload2
Upload3

Supporting Materials (Optional)

Upload1
Upload2
Upload3

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Alice Martanegara

11/15/2023

Author - Draft Signature

Date

...3734363839

Alice Martanegara

11/15/2023

Author - Final Signature

Date

Dean/Manager Draft Feedback

FileUpload2

IEC Feedback

FileUpload4

Program Review Rubric Upload

Academic Senate Executive Board Feedback

FileUpload1

Program Review Rubric Upload

Dean/Manager Final Feedback

FileUpload2

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Alice Martanegara
Dean/Manager Signature

11/15/2023
Date

Vice President Feedback

FileUpload3

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Kay Nguyen
Vice President Signature

12/05/2023
Date

Downloaded to the following Committee Teams folder on:

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Lauren Davis Sosenko
IEC Signature

12/11/2023
Date

Dean/Manager -
Feedback Signature

Electronically signed by Alice Martanegara on 11/15/2023 11:25:08 AM

Academic Senate:
Technical Review
Signature

Signature not required

Academic Senate
Signature

Signature not required

IEC: Technical Review
Signature

Electronically signed by Lauren Davis Sosenko on 11/15/2023 1:38:07 PM



Program Review Request

Administrative Services – Nursing Division

Program Review Purpose

“Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices” –Academic Senate for California Community Colleges, 2009

DATA

Number of disciplines supported:	1
Number of faculty in division:	46
Number of staff in division:	2
Number of administrators in division:	1

KPIs: Include data for 2022-2023 and goals for 2023-2024

Total FTES:	258
Total LHEs:	639.65
Efficiency (FTES to LHE ratio):	12
Enrollment count:	1096
Course Success Rate:	83%
Number of Certificates Awarded:	86
Number of Associate Degrees Awarded:	86
Number of ADTs Awarded (subset of above):	n/a
Number of dual enrollment students:	1
Number of first-time students who completed English in their first year:	n/a
Number of first-time students who completed math in their first year:	n/a

<p>List the Administrative Service Outcomes (ASOs) for Nursing Division: <i>If you have not defined your ASOs, please describe how you will define them in 2023-2024.</i></p>	<p>Continue for our graduates to successfully maintain above 75% program pass rate at or above the California first-time pass rate for NCLEX-RN.</p> <p>Continue to expand the feasibility of partnership with clinical agencies and other external constituents to support and align the program curriculum with the changes within healthcare.</p> <p>Continue to integrate and expand clinical simulated experiential activities in curriculum.</p>
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Program Review Request Administrative Services – Nursing Division

<p>Describe how you assessed your ASOs this year? (e.g., survey, document review) <i>If you have not assessed ASOs, describe your plan to assess in 2023-2024.</i></p>	<p>The ASO is continuously evaluated by faculty and the program director of nursing. The program is expected to maintain program compliance in accordance with the state regulations and national accreditation standards. These are a required compliance to prepare students to complete the program and be eligible to sit for the state licensing exam, pass state licensure, and seamlessly enter the workforce for gainful employment.</p>
<p>What were the findings of your ASO assessment?</p>	<p>The program continuously meets the goals and standards of the external accrediting bodies. Student success and completion rates continue to meet our compliance requirements. Students' first attempt pass rates for state licensure are above the required state minimum passing rates. Students are finding employment with our clinical partners in the surrounding communities.</p>
<p>How do you plan to strengthen practices/policies to improve your outcomes?</p>	<p>The program faculty regularly meets each month to review and continuously update the curriculum, program metrics, and outcome data to meet the BRN and ACEN Accreditation Standards. This includes review of the student outcome data, policies and procedures, clinical sites alignments with the curriculum, lab skills and simulation, and other programmatic learning and physical resources, as well as programmatic administrative support resources.</p>

<p>Outside of hiring new faculty or staff, please discuss the data trends above, and your plans for serving more stakeholders (students, employees) or improving your outcomes.</p>
<p>Stakeholders such as clinical partners and employer engagement data are collected, analyzed, aggregated, and synthesized during the program advisory meeting to meet the labor workforce demand and accepts recommendation from industry partners. The data is also reported in the annual reports to our external accrediting bodies - CA Board of Registered Nursing (BRN) and ACEN. From the last BRN Program Continuing Approval site visit in March 2022, the lack of FT faculty was found as a programmatic non-compliance due to the high number of PT to FT faculty ratio. The program currently has 7 Regular FT faculty, 2 Tenure-Track faculty, 35 PT faculty, 1 FT Administrative Assistant, 1 FT Simulation Technician to support the program growth and demand.</p> <p>The 2-faculty emergency hires that took place last year was to replace the content experts who retired with minimal notice and to bring the program to minimal compliance without placing the program on defer status for the continuing program approval. The current 7 FT faculty and 2 Tenure Track faculty were deemed as appropriate for a student enrollment of 40 per semester. The program was approved for 60 student enrollment per semester with 12 faculty per the 2016 BRN and ACEN site visit. Thereby, the change in the number of FT faculty was noted as a noncompliance in the 2022 BRN site visit. PT faculty are only hired for clinical and lab teaching assignments. The use of PT faculty to teach licensure content requirement theory is not feasible for the program as they are not afforded the FT hours to develop and update content each month for the nursing's program and curriculum review. PT faculty</p>



Program Review Request Administrative Services – Nursing Division

is also not required to hold office hours to support students in lecture who needs remediation and tutoring of content should for students who are at risk. PT faculty also are not afforded the paid time and required commitment to complete a full data and course analysis to align their theory course with the remainder of the licensure courses in the program. The faculty program work is then left to the 7 faculty who are currently managing the compliance requirements for the program. The 2 Tenure Track faculty are still learning and being mentored on the process of how to analyze their course curricular data and identify the programmatic gaps to meet the accreditation requirements, align their course with the rest of the program courses, and collaborate with other faculty to update their respective courses in accordance with the BRN regulations.

The current state of the program FT faculty status is the lack of faculty in the OB, Critical Care, and Geriatric areas as the program only has one faculty for each area of content. Should the one faculty becomes unavailable to teach the content, the program will not be able to progress students who are currently enrolled in the program which triggers a noncompliance to the BRN regulations; thereby, activating an immediate site visit from the BRN to place the program on notice and may halt further enrollments till the faculty replacement per the approval from the BRN for the content is resolved.

The lack of simulation technician and/or lab assistant support as well as administrative support were also noted as a noncompliance and program change in total number of support staff during the last BRN and ACEN site visit. The change of number of support staff from the 2016 to the 2022 site visit report was noted as a decrease in administrative support from 2 administrative and 3 professional experts administrative support staff to now 1 administrative support and 1 simulation technician. The action plan to address the multiple faculty and staff noncompliance found in the 2022 site visit report of findings were accepted by the Board of Nursing under the understanding that the college will address the noncompliance using the college process (Program Review) within the next academic year. The total number of faculty and support staff data is continuously reported in the annual BRN and ACEN reports.

PROGRAM-SPECIFIC QUESTIONS

Describe the functions of the Nursing Division?

The nursing program prepares students to function as safe, competent nurses after graduation. Students must pass a nursing board exam (NCLEX-RN) to obtain a license to practice as registered nurses. The NCLEX-RN exam has undergone a major revision with a shift toward clinical judgment starting April of 2023. Students must review simulated patient charts answering questions demonstrating the ability to critically think and prioritize patient care. The program's goal is for all students to pass the NCLEX-RN exam on the first attempt. Studies have shown if graduates do not pass the exam on the first attempt, the passing rate on the second attempt decreases to 47%.



Program Review Request Administrative Services – Nursing Division

What does the Nursing Division do exceptionally well?

The nursing program has excelled in on-time student completion rates, high NCLEX pass rates, above 80% employment within 6 months. The program has met the goals and benchmark to increase enrollment and secure ample clinical placement to support the program growth.

How does the Nursing Division help GWC meet its mission?

Golden West College provides an intellectually and culturally stimulating learning environment for its diverse student population. The College provides enriching and innovative programs that help students: transfer to four-year institutions, earn associate degrees, complete certificates in career and technical education, advance their careers, and demonstrate college readiness. The College is committed to continuous assessment and improvement of student learning and institutional effectiveness.

Nursing has continuously met the standards set by our external partners and constituents to graduate a pipeline of nursing workforce to support our healthcare agencies in the surrounding community. The program provides an innovative and enriching nursing program by quickly adapting to the continuous healthcare industry updates and maintain a high first-time NCLEX licensure passing rate well above the minimum state requirement of 75%. The outstanding program metrics and outcomes data are demonstrated in the low attrition rate of 0.2%, high retention and program completion rates, as well as above 80% gainful employment data. 80-85% of current enrolled students are co-enrolled in a BSN program as this is a requirement for hire by our partnered hospitals and healthcare agencies.

How can the Nursing Division adapt to handle the increased volume in programs requiring additional tracking and reports?

Nursing tracks data internally for various stakeholders such as nursing faculty, the Board of Registered Nursing, ACEN Accreditation, GWC Campus/District, community partners, and collaborative educational partners for many years. The department has continuously met and pivot to meet the continuous and various program data needs; however, this internal process of departmental data collection that is not supported by the college places a vast amount of dedicated time on the Staff, Faculty, and the Administrator workload.

The Nursing Department has been successful to secure and provide an ample number of clinical placements to support the increased volume in nursing student admissions in addition to support other nursing programs such as the Concurrent Enrollment Pathway (CEP) BSN program with CSUSB, noncredit program and dual enrollment courses. The program is currently meeting the staffing demands by hiring PT faculty to support the program in lab and clinical. Adequate skills and lab spaces, dedicated large classrooms, and equipment continues to be a challenged for the students, faculty, and the program.

What are the most impactful changes in processes to the Nursing Division that can improve service to students and the campus community?



Program Review Request Administrative Services – Nursing Division

The addition of the RN Student Success Coordinator and the Nursing Open Skills Lab Coordinator supports the division (faculty and students) to provide additional nonacademic support for nursing for students to progress and complete the program; thus, resulting in the less than 1% attrition rate.

What are the biggest challenges facing the Nursing Division in completing its role?

The program are faced with challenges for the last 2 semesters to identify adequate FT faculty who can complete other programmatic duties to meet program regulations and compliance, skills, and lab spaces, dedicated large classrooms, and equipment. The students, faculty, and the program are challenged to teach in a new classroom space each semester as well not adequate release time to complete program specific professional development requirements and to meet the demands of the industry. Program curriculum updates and the lack of FT faculty to complete these duties as well as an administrative staff to collect and extract the data from various data gathering methodologies is an ongoing challenge for the program.

GOALS AND REQUESTS FOR FUNDING

Requests – If you are requesting any of the following, they MUST be addressed within your goals. These forms must be submitted separately from the Program Review.

- Faculty
- Equipment, Facilities, Technology
- Support Staff

GWC Strategic Plan Goals Legend

1. **Enrollment:** GWC will increase credit and noncredit enrollment while providing efficient academic programs and student services.
2. **Equity and Success:** GWC will support, enhance, and develop equity-minded services and academic programs that lead to student success.
3. **Completion:** GWC will ensure students' timely completion of degrees and certificates by providing high quality academic programs and student services.
4. **Workforce Preparation:** GWC will support student success by developing and offering academic programs and student services that maximize career opportunities.
5. **Facilities:** GWC will provide flexible, accessible, and sustainable learning environments that support the success of students, faculty, staff, and communities.
6. **Professional Development:** GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of the College Goals.
7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.



Program Review Request

Administrative Services – Nursing Division

GOALS FROM PREVIOUS PROGRAM REVIEW CYCLE

Please refer to your previous Program Review cycle and summarize all outcomes for each goal.

Summary and Outcomes of Previous Goals (from the last Program Review) including resource requests and if they were funded or not.

Continue to successfully maintain above 75% program completion and pass rate at or above the California first-time pass rate for NCLEX-RN.

Continue to expand feasibility of partnership with clinical and other external constituents.

Continue to integrate and expand clinical simulated experiential activities in curriculum.

GOALS FOR CURRENT PROGRAM REVIEW CYCLE

Current goals should be connected to GWC's Strategic Plan Goals.

GOAL 1 (Required)

Description of goal:

Successfully maintain NCLEX 1st time pass rate above 75%.

What actions will be taken to accomplish the goal?

The program maintains its 97.37% NCLEX pass rate in 2022/2023 with the support of faculty's remediation and tutoring, the RN Student Success Coordinator, and the Open Skills Lab Coordinator. The combination of both resources not only support and reinforced the faculty's remediation plans, but also track the students' progression through the program, maintain specific CEP cohort data for the BRN and ACEN and provide students with the extra non-academic support and workshops. The Nursing Open Skills Lab Coordinator supports the RN students requiring clinical and skills remediation. The open lab hours are used to support faculty to be able to refer students who are not meeting their skills competencies during their clinical class and allow the students to complete an additional skills practice time under the supervision of an RN professional expert.

What metric will you use to measure your goal?

The nursing department utilized the Nursing Clinical Evaluation Tool to measure the students' clinical competencies and the ability to meet the course student's learning outcomes. The RN Student Success coordinator tracks all nursing graduates' remediation plans and completions, ATI TEAS data, NCLEX 1st time pass rate data, demographics, and other supporting data.

Which of the College's missions and goals does this goal support? (check all that apply)



Program Review Request

Administrative Services – Nursing Division

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

GOAL 2 (Required)

Description of goal:

Expand enrollment or admission seats to the nursing program to provide an affordable nursing program.

What actions will be taken to accomplish the goal?

In February 2023, the GWC Nursing Program received an approval from the CA BRN to allow the program to increase our admission up from 45 to 100 students per semester with a total annual enrollment of 200 students. In the 2023-2024 academic year, GWC Nursing program will increase its student cohort enrollment from 45 to 80 per semester with a total annual admission of 160 students. The program data and success will hold as pillars of the program's outcomes to support the projected 100 student enrollment per semester starting with the Fall 2024. GWC is requesting additional funding, faculty, and administrative support staff to support the large new cohorts, which is a 56% + cohort increase.

In addition, GWC Nursing program is launching a Concurrent Enrollment Pathway (CEP) partnership with the CSU San Bernardino (CSUSB) BSN program where a cohort of 25-40 GWC students are co-enrolled concurrently with GWC and the CSUSB BSN program. The CEP program is offered on the GWC campus. The CEP students, which is part of the 80 incoming students scheduled for the Fall 2023 semester) will complete their GWC ADN and CSUSB RN-BSN courses concurrently within the same semester. The funds received from this proposal for the CEP administrative assistant will help increase time to advise and track the CEP students' progress throughout the program.

What metric will you use to measure your goal?

Total semester student admission is 80 – 100. PT faculty hire has been steady each semester; however, compliance and standards in accordance with the state and accreditation standards are challenging to be met with the limited amount of FT faculty. The request for additional FT faculty will allow the program to meet their curricular and programmatic compliance with an aggregated approach.

Which of the College's missions and goals does this goal support? (check all that apply)

- Enrollment
- Equity and Success



Program Review Request

Administrative Services – Nursing Division

- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

GOAL 3 (Required)

Description of goal:

Expand the clinical partnerships and other supporting allied health programs to provide additional options for students and program growth.

What actions will be taken to accomplish the goal?

The program will add 3 additional clinical placements for students to complete their clinical training hours. The program will complete the development of one new Noncredit Allied Health program.

What metric will you use to measure your goal?

Nursing students enrolled in the program will complete 100% of their required clinical training hours so they are eligible to complete the program required training hours and sit for the NCLEX State Licensing Exam.

Which of the College's missions and goals does this goal support? (check all that apply)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

OTHER INFORMATION

What additional information would you like to share about your program?

In 2022-23 academic year, the program has a 92.4 % retention rate and 83% success rate.



Program Review Request Administrative Services – Nursing Division

The nursing lab is projected for remodeling/construction in Spring 2024 to allow more than one simulation group to be scheduled on the calendar. A request to purchase SimCapture was submitted through Program Review. The purchase of this SimCapture is already outlined in the workplan and approved through our Regional Consortia Funding.

Submitter's Signature: *Alice Martanegara*

Date: 10/6/2023

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- No concerns
- I have concerns

Comments: Click or tap here to enter text.

Supervisor's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.

Vice President's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.