

University of Louisville School of Nursing EVALUATION PLAN

CCNE Standards for Accreditation of Baccalaureate and Graduate Nursing Programs (2013)

Preface

- I. The School of Nursing Evaluation Plan encompasses regional higher education (SACS) and national nursing (CCNE) accreditation standards, in addition to the university and school's scorecards and strategic plans.
 1. Institutional evaluation according to Southern Association of Colleges and Schools Reaffirmation process for 2017 include program and student learning outcomes and effectiveness.
 2. Professional evaluation according to the four CCNE Accreditation Standards, as a value-based initiative using the key elements under each standard.
 3. University of Louisville Strategic Planning Indicators (2020) using the five strategic themes as an organizing framework:
 - I. Educational Excellence; II. Research, Scholarship, and Creative Activity, III. Community Engagement; IV Diversity, Opportunity and Social Justice; V. Creative and Responsible Stewardship.
 4. School of Nursing Strategic Plan (2008-2020) using five strategic themes as an organizing framework and using the University Scorecard for annual outcomes assessment reporting.

- II. University of Louisville Strategic Plan 2008-2020 Scorecard
<http://louisville.edu/provost/planning/scorecards/University%20Scorecard.pdf>

- III. School of Nursing Strategic 2008-2020 Scorecard http://louisville.edu/provost/planning/scorecards/Nursing_Unit_Goals.pdf

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Standard 1: PROGRAM QUALITY: MISSION AND GOVERNANCE	Evidence/Documentation	Responsible Party	Year
<p>Key Element I-A: The mission, goals, and expected program outcomes are:</p> <ul style="list-style-type: none"> • Congruent with those of the parent institution; and • Consistent with relevant professional nursing standards and guidelines for the preparation of nursing professionals. 	<p>A. University of Louisville Strategic Plan 2008-2020 Scorecard</p> <p>B. School of Nursing Strategic Plan Scorecard: 2015-2016, 2016-2017, 2017-2018</p> <p>C. <i>ANA Standards of Professional Practice & Code of Ethics</i></p> <p>D. Kentucky Board of Nursing & KRS314 (Kentucky Regulations)</p> <p>E. <i>ANA Social Policy Statement</i></p> <p>F. <i>AACN – Essentials of Baccalaureate (2008); Masters Education (2011); Doctoral Education for Advanced Practice (2006)</i></p> <p>G. <i>Criteria for Evaluation of Nurse Practitioner Programs [National Task Force on Quality Nurse Practitioner Education (NTF), 2012]</i></p>	<p>Dean, Faculty Organization (A, B)</p> <p>Faculty Organization BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee (C, D, E, F, G)</p>	<p>Every 5 years – 2021</p> <p>Every 5 years – 2021</p>
<p>Key Element I-B: The mission, goals and expected student outcomes are reviewed periodically and revised, as appropriate, to reflect:</p> <ul style="list-style-type: none"> • Professional nursing standards and guidelines; and • The needs and expectation of the community of interest. 	<p>A. The mission, goals and expected student outcomes are reviewed every 5 years</p> <p>B. The communities of interest include</p> <ul style="list-style-type: none"> - students - faculty - alumni - employers - community partners 	<p>Dean; Associate Dean of Academic Programs (A, B)</p> <p>BSN/MSN Program Doctoral Academic Affairs Committee (DAAC) Director of Community Engagement Community Partners: Nurse Recruiters Nurse Educator Workforce Managers</p>	<p>Every 5 years – 2016-2017 2020-2021</p> <p>Annually</p>
<p>Key Element I-C: Expected faculty outcomes are clearly identified by the nursing unit, are written and communicated to the</p>	<p>A. Summary of goals and annual performance reviews</p> <p>B. Faculty awards – for teaching, scholarship, practice & service</p>	<p>Dean; Associate Dean for Academic Programs, Associate Dean for Research; Associate Dean for Practice and Service</p>	<p>Annually</p>

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faculty, and congruent with institutional expectations.	<p>C. Research development & outcomes</p> <ul style="list-style-type: none"> • Publications • Presentations • Funding <p>D. Faculty Accomplishments Summary in <i>The Cutting Edge</i></p>	<p>(A-D) Appointment, Promotion and Tenure Committee (APT) (A-D) Faculty Affairs Committee (A-D)</p>	
Standard 1: PROGRAM QUALITY: MISSION AND GOVERNANCE	Evidence/Documentation	Responsible Party	Year
Key Element I-D: Faculty and students participate in program governance.	<p>A. School of Nursing Personal Document (Approved by Faculty Organization 4.7.15; Board of Trustees 9.03.15)</p> <p>B. School of Nursing Bylaws (Approved by Faculty Organization 3.21.1 Board of Trustees 9.03.15)</p> <p>C. Committee Lists 2014-2015; 2015-2016; 2016-2017; 2017-2018</p>	Faculty Organization and Dean (A, B, C)	Annually
Key Element I-E: Documents and publications are accurate. A process is used to notify constituents about changes in documents and publications.	<p>A. Webpage: www.louisville.edu/nursing</p> <p>B. Publications including printed materials about Academic Recruitment, Admission, Progression and Retention</p> <p>C. Blackboard</p>	<p>Associate Dean for Academic Programs Office of Student Services (A, B, C) BSN/MSN Academic Affairs (A, B, C)</p> <p>DAAC (A, B, C)</p>	<p>Ongoing/Semi-annually</p> <p>BSN/MSN Majors 2013,15, 17 (odd years) Doctoral Majors PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years)</p>
Key Element I-F: Academic policies of the parent institution and the nursing program are congruent and support achievement of the mission, goals, and expected student outcomes. These policies are:	<p>A. Review of Policies (<i>The Redbook</i>, SON Personnel Document)</p> <p>B. Undergraduate and Graduate Handbook</p> <p>C. Student Code of Conduct http://louisville.edu/dos/students/co-deofconduct</p>	<p>Associate Dean for Academic Programs (A, B, C) Office of Student Services (A, B) BSN/MSN Faculty Affairs</p> <p>DAAC Faculty Organization</p>	<p>BSN/MSN Majors 2013,15, 17 (odd years)</p> <p>Doctoral Majors PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years)</p>

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Standard II: Program Quality: Institutional Community & Resources (IIA-IIF)	Evidence/Documentation	Responsible Party	Year
<p>Key Element II-A: Fiscal and physical resources are sufficient to enable the program to fulfill its mission, goals, and expected outcomes. Adequacy of resources is reviewed periodically and resources are modified as needed.</p>	<p>A. Annual budget process B. Institutional support for teaching, research, practice/service C. Institutional support for faculty development</p> <ul style="list-style-type: none"> • Delphi Teaching & Learning • Institutional Research • Office of Community Engagement 	<p>Dean; Associate Dean for Academic Programs, Associate Dean for Research, Associate Dean for Practice/Service Assistant Dean for Administrative Affairs (A, B) Development Officer (B)</p>	<p>Monthly</p>
<p>Key Element II-B: Academic support services are sufficient to ensure quality and are evaluated on a regular basis to meet program and student needs.</p>	<p>A. Libraries B. Delphi Teaching & Learning C. Institutional Research D. Resources for Academic Achievement (REACH)</p>	<p>Dean, Associate Dean for Academic Programs; Assistant Dean for Administration (A, B, C, D) Assistant Dean of Student Services (A, B, C, D)</p>	<p>Annually Ongoing</p>
<p>Key Element II-C: The chief nurse administrator:</p> <ul style="list-style-type: none"> • Is a registered nurse (RN) • Holds a graduate degree in nursing • Holds a doctoral degree if the nursing unit offers a graduate program in nursing • Is academically and experimentally qualified to accomplish the mission, goals and expected program outcomes; • Is vested with the administrative authority to accomplish the mission, goals, and expected program outcomes; and • Provide effective leadership to the nursing unit in achieving its mission, goals and expected program outcomes. 	<p>Review of Dean's performance and credentials.</p> <p>A. Evaluation by Vice President for Health Affairs; Provost B. Evaluation by faculty, staff, and students C. Five-year decanal review</p>	<p>Dean and Executive VP for Health Affairs; Provost (A) Faculty, Staff and Students (B) Decanal Review Committee and Executive VP for Health Affairs; Provost (B, C)</p>	<p>Annually Every 5 years (2017)</p>

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Standard II: Program Quality: Institutional Community & Resources (IIA-IIF)	Evidence/Documentation	Responsible Party	Year
<p>Key Element II-D: Faculty members are:</p> <ul style="list-style-type: none"> • Sufficient in number to accomplish the mission, goals, and expected outcomes; • Academically prepared for the areas in which they teach; and • Experientially prepared for the areas in which they teach. 	<p>A. Review of faculty personnel records B. Review of annual performance evaluations C. Review of faculty search process and procedure D. Appointment, Promotion and Tenure Committee Procedures E. Triptychs</p>	<p>Dean, Associate Dean for Academic Programs, Faculty (A, E) Appointment, Promotion and Tenure Committee (A, B, C, D) Executive VP for Health Affairs and Provost (E)</p>	<p>Annually As Needed</p>
<p>Key Element II-E: Preceptors, when used by the program as an extension of faculty, are academically and experientially qualified for their role in assisting the achievement of the mission, goals, and expected student outcomes</p>	<p>A. List of preceptors with qualification B. Preceptor Handbook C. List of adjunct faculty with titles</p>	<p>Clinical Placement Coordinator (A, B) Dean, Associate Dean of Academic Programs; Associate Dean for Research; Associate Dean for Practice and Service (A, B, C) APT Committee Clinical Placement Coordinator (A)</p>	<p>Annually</p>
<p>Key Element II-F: The parent institution and program provide and support an environment that encourages faculty teaching, scholarship, service, and practice in keeping with the mission, goals, and expected faculty outcomes.</p>	<p>A. Review of SON webpage B. University, SON awards C. State & National Nursing Awards D. International Nursing Awards E. <i>The Cutting Edge</i> F. Annual Work Plans G. SPIG Report 2015 Fall</p>	<p>Dean, Associate Dean for Academic Programs; Associate Dean for Research; Associate Dean for Practice and Service Faculty Affairs Committee (A-G) Office of Student Services; Marketing and Communications Specialist (A, B)</p>	<p>Annually</p>
<p>Standard III: Program Quality: Curriculum & Teaching-Learning Practices (IIIA-IIIH)</p>	Evidence/Documentation	Responsible Party	Year
<p>Key Element III-A: The curriculum is developed implemented, and revised to reflect clear statements of expected student outcomes</p>	<p>A. Committees' minutes B. Program outcome documentation; curriculum-learning outcomes;</p>	<p>Associate Dean for Academic Programs (A-E) BSN/MSN Academic Affairs Committee</p>	<p>A & B – BSN/MSN Majors Every 5 years</p>

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that are congruent with the program's mission, and goals, and with the roles for the program is preparing its graduates.	certification and licensure; employment/practice patterns C. KY Board of nursing, NCLEX-RN results D. National Certification exam results E. Data reports from - students (current & graduating) - faculty course reports - alumni - employers F. SLO Reports	DAAC (A, B, D, E, F)	A & B – Doctoral Majors Every 5 Years Annually C, D, E Annually (F)
Standard III: Program Quality: Curriculum & Teaching-Learning Practices (IIIA-IIIH)	Evidence/Documentation	Responsible Party	Year
<p>Key Element III-B: Curricula are developed, implemented and revised to reflect professional nursing standards and guidelines, which are clearly evident within the curriculum and within the expected student outcomes (individual and aggregate).</p> <ul style="list-style-type: none"> • Baccalaureate program curricula incorporate <i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i> (AACN, 2008). • Master's program curricula incorporate <i>The Essentials of Master's Education in Nursing</i> (AACN, 2011). • Graduate-entry program curricula incorporate <i>The Essentials of Baccalaureate Education for Professional Nursing Practice</i> (AACN, 2008) and <i>The Essentials of Master's Education in Nursing</i> (AACN, 2011). 	A. Pre-nursing curriculum B. University general education requirements C. Graduate and undergraduate admission criteria D. Committee minutes E. Program documents – catalogs; brochures F. Programs of Study G. School of Nursing Web Page	Associate Dean for Academic Programs (A-E) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee (A-G) Office of Student Services Director of Instructional Technology Marketing & Communication Specialist (G)	Annually As Needed

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<ul style="list-style-type: none"> • DNP program curricula incorporate professional standards and guidelines as appropriate. <ul style="list-style-type: none"> a. All DNP programs incorporate <i>The Essentials of Doctoral Education for Advanced Nursing Practice</i> (AACN, 2006) and additional relevant professional standards and guidelines if identified by the program b. All DNP programs that prepare nurse practitioners incorporate <i>Criteria for Evaluation of Nurse Practitioner Programs</i> (NTF, 2012) • Post-graduate APRN certificate programs that prepare nurse practitioners incorporate <i>Criteria for Evaluation of Nurse Practitioner Programs</i> (NTF, 2012) 			
<p>Key Element III-C: The curriculum is logically structured to achieve expected student outcomes.</p> <ul style="list-style-type: none"> • Baccalaureate curricula build upon a foundation of the arts, sciences, and humanities. • Master’s curricula build on a foundation comparable to baccalaureate level nursing knowledge. • DNP curricula build on a baccalaureate and/or master’s foundation, depending on the level of the entry of the student. 	<ul style="list-style-type: none"> A. Annual course reports B. Qualifying didactic and clinical evaluations C. Portfolios D. Clinical evaluation tools E. BLUE data reports F. Student Learning Outcomes reports G. Ideas to Action 	<p>Associate Dean for Academic Programs (A-G) BSN/MSN Academic Affairs Committee (A-G)</p> <p>DAAC Academic Affairs Committee (A-F)</p>	<p>BSN/MSN Majors 2013, 15, 17</p> <p>Doctoral Majors Annually PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years)</p>

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<ul style="list-style-type: none"> Post-graduate APRN certificate programs build on graduate level nursing competencies and knowledge base. 			
<p>Key Element III-D: Teaching-learning practices and environments support the achievement of expected student outcomes.</p>	<p>A. Annual course reports B. Qualifying didactic and clinical evaluations C. Portfolios D. Clinical evaluation tools E. DEY/Blue data reports F. Ideas to Action G. Student Learning Outcomes reports</p>	<p>Associate Dean for Academic Programs (A-G) BSN/MSN Academic Affairs Committee DAAC Faculty (A-G)</p>	<p>Annually BSN/MSN Majors 2013, 15, 17 Doctoral Majors PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years) As Needed</p>
<p>Key Element III E: The curriculum includes planned clinical practice experiences that:</p> <ul style="list-style-type: none"> Enable students to integrate new knowledge and demonstrate attainment of program outcomes; and Are evaluated by faculty. 	<p>A. Faculty evaluations of clinical experiences B. Evaluation of clinical placements</p>	<p>Associate Dean for Academic Programs (A, B) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Faculty (A, B) Clinical Placement Coordinator (A, B)</p>	<p>Annually</p>
<p>Key Element III-F: The curriculum and teaching-learning practices consider the needs and expectations of the identified community of interest.</p>	<p>A. Annual Course Reports B. Qualifying didactic and clinical evaluations (BSN) C. Portfolios (RN-BSN, BSN) D. Blue data reports E. Review of policies and procedures</p>	<p>Associate Dean of Academic Programs (A-E) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Faculty (A-E)</p>	<p>Annually</p>
<p>Key Element III-G: Individual student performance is evaluated by the faculty and reflects achievement of expected student outcomes. Evaluation policies and procedures for individual student performance are defined and consistently applied.</p>	<p>A. Periodic curriculum reviews B. Annual course reports C. Student evaluations of course & teaching D. Preceptor evaluations E. Annual faculty performance reviews</p>	<p>Associate Dean for Academic Programs (A-E) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Faculty Appointment, Promotion & Tenure Committee</p>	<p>BSN/MSN Majors 2013, 15, 17 Doctoral Majors PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years) C-E Annually</p>

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<p>Key Element III-H: Curriculum and teaching-learning practices are evaluated at regularly scheduled intervals to foster ongoing improvement.</p>	<p>A. Course coordinator reports B. Student Learning Outcomes reports</p>	<p>Associate Dean for Academic Programs (A, B) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Faculty</p>	<p>Annually</p>
<p>Standard IV: Program Effectiveness: Student Performance & Faculty Accomplishments (IVA-IVH)</p>	<p style="text-align: center;">Evidence/Documentation</p>	<p style="text-align: center;">Responsible Party</p>	<p style="text-align: center;">Year</p>
<p>Key Element IV-A: A systemic process is used to determine program effectiveness</p>	<p>A. BLUE data reports</p> <ul style="list-style-type: none"> • Students (continuing and graduating) • Alumni • Employer <p>B. Graduation rates C. NCLEX-RN Scores D. Employment/practice patterns – annually E. Specialty certification/APRN licensure - annually</p>	<p>Associate Dean for Academic Programs (A-E) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Faculty (A, B, C, D) OSS (B) Clinical Concentration Coordinators (graduate) (E)</p>	<p>Every other year BSN/MSN Majors 2013, 15, 17 Doctoral Majors PhD 2013, 15 17 (odd years) DNP 2014, 16, 18 (even years) Annually Annually</p>
<p>Key Element IV-B: Program completion rates demonstrate program effectiveness.</p>	<p>A. Admission, matriculation, retention graduation data</p>	<p>Associate Dean for Academic Programs (A) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee (A) Clinical Concentration Coordinators (Graduate) (A) Office of Student Services (A)</p>	<p>Annually</p>
<p>Key Element IV-C: Licensure and certification pass rates demonstrate program effectiveness.</p>	<p>A. KBN & AACN Reports B. Certification exam reports</p>	<p>Associate Dean for Academic Programs (A) BSN/MSN Academic Affairs Committee Doctoral Academic Affairs Committee Provost (B)</p>	<p>Annually – All programs Fall As Required or every 5 years</p>

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<p>Key Element IV-D: Employment rates demonstrate program effectiveness.</p>	<p>A. BLUE data reports B. Graduation information cards</p>	<p>Associate Dean of Academic Programs (A, B)</p>	<p>BSN Majors Fall and Spring MEPN Spring MSN Spring DNP Summer</p>
<p>Key Element IV-E: Program outcomes demonstrate program effectiveness.</p>	<p>A. Course Reports B. Student Learning Outcome Reports</p>	<p>Dean (A-G) Associate Dean for Academic Programs; Associate Dean for Research; Associate Dean for Practice (A-G) (A-G) Research and Scholarship Committee</p>	<p>Annually</p>
<p>Key Element IV-F: Faculty outcomes, individually and in the aggregate, demonstrate program effectiveness.</p>	<p>A. Summary of goals & annual performance reviews B. Awards C. Publications D. Presentations E. Funding F. Summary of Faculty accomplishments: <i>The Cutting Edge</i> G. Exit interviews H. Blue data reports</p>	<p>Dean and Associate Dean for Academic Programs; Associate Dean for Research; Associate Dean for Practice, Appointment, Promotion and Tenure Committee (A, B) Faculty Affairs Committee</p>	<p>Annually</p>
<p>Key Element IV-G: The program defines and reviews formal complaints according to established policies.</p>	<p>A. Grievance Procedures B. Student/Faculty Concerns</p>	<p>Student Grievance Task Force Faculty Grievance Committee</p>	<p>As needed</p>
<p>Key Element IV-H: Data analysis is used to foster ongoing program improvement</p>	<p>A. SON Annual Report B. Enrollment and graduation data C. Institutional Unit Financial data</p>	<p>Committee for the Advancement of the School of Nursing Faculty Organization Dean and Associated Dean for Academic Programs; Associate Dean for Research; Associate Dean for Practice Assistant Dean for Administrative Affairs Assistant Dean for Student Services</p>	<p>Annually</p>