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Planning Team
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Description of the Program (2010-2012)
The purpose of the Adult Education Department is to provide post-secondary technical education programs for career preparation and advancement. To provide easy access to programming, courses are provided at both Technical High Schools and the Metropolitan Education and Training Center.

Description of How the Program's Services are Developed and Delivered
Program development and delivery is based on national, local business, and community needs. Every effort is made to cover teacher and staff salaries, supplies, advertising, and then retain a percentage of funds for new program development, further course development, and equipment purchases.

Key Program Stakeholder Groups

☒ Students   ☐ Board of Education
☐ Parents Staff   ☐ Taxpayers
☒ Administrators   ☐ Other (Specify.)
☐

Student and/or Stakeholder Needs Addressed by the Program
Student needs include a training environment that is conducive to the transfer of knowledge and instruction that is aligned to the core competencies of the practical nursing field in order to be prepared to pass the National Council of Licensure Examination (NCLEX). Passing this exam enables student to be productively employed as Licensed Practical Nurses.

Instructional staff needs include necessary supplies and equipment to teach the core competencies of the practical nursing field in an environment that is conducive to the transfer of knowledge. Additionally, instructors need accurate and timely student feedback, professional development opportunities, and opportunities to participate in course instructional system design modifications.

Overall Goals of the Program
Goal 1: Meet federal and state guidelines.

Expected Measurable Outcomes
- LPN Program-Missouri State Board of Nursing first-time pass rates will exceed 80%
- student loan repayment rate will exceed 35%
- discretionary debt-to-earnings ratio will be less than 30%
- annual debt-to-earnings less than 12%
- TSA pass rate of 100%

Goal 2: Maintain high LPN student completion rate.   LPN student completion rate will exceed 80%

Goal 3: Maintain fiscal health/efficiencies   Maintain an annual positive cash flow

Evaluation Questions
- What is the status of the program's progress toward achieving the goals?
- What do students and other stakeholders consider to be the strengths and weaknesses of the program?
- What do staff consider to be the strengths and weaknesses of the program?
- How does the program's actual implementation compare with the program's design?
- How should priorities be changed to put more focus on achieving the goals?
- How should goals be changed? Any added or removed?

Data Collection Methods
☒ Surveys and questionnaires
☒ Interviews
☐ Document reviews
☒ Observations
☐ Focus groups
☐ Case studies
☐ Assessments
☐ Other (Specify)

Evaluation Results

What is the status of the program's progress toward achieving the goals?

Goal 1: Meet federal and state guidelines.

Measurable Objective 1: (Met)	LPN Program-Missouri State Board of Nursing first-time pass rates ≥ 80%
Results: MET Center and South Tech (STEC) both achieved 100% first-time State Board pass rates for FY2011. These results compare favorably with state and national first time State Board pass.	

Graph 1: Comparison of pass rates for first time participants on State Board examinations for MET Center, South Tech, state and national averages.

http://www.appliedtech-stl.com/index.php/programs/practical-nursing

Measurable Objective 2: (Not Met)	Student loan repayment rate ≥35%
Results: Loan repayment rate = 28.35%

The Repayment Rate is a measure of whether students who were enrolled in a Gainful Employment (GE) Program are repaying their Federal Family Education Loan (FFEL) and Direct Loan Program loans. These former students include both those who completed the educational program and those who did not. A Repayment Rate is calculated using the Title IV loan repayment activity for the most recently completed federal fiscal year. The Repayment Rate is calculated for the program's former students whose loan(s) entered repayment during the appropriate cohort period. | |

Measurable Objective 3: (Met)	Student discretionary debt-to-earnings ratio ≤ 30%
Results: Student discretionary debt-to-earnings ratio = 4.56 % Discretionary debt-to-earnings ratio is essentially annual student debt payments divided by annual discretionary income. Discretionary income is the difference between the average annual earnings of the GE Program's completers and 150% of the Department of Health and Human Services (HHS) Poverty Guideline for a single person in the continental U.S. Only students who completed the program are included in the calculation.	

Measurable Objective 4: (Met)	Student annual debt-to-earnings ≤ 12%
Results: Student annual Debt-to-Earnings = 2.62 % The Student annual Debt-to-Earnings Ratio is essentially the annual student debt payments divided by annual student earnings. The Debt-to-Earnings Ratios are calculated using information from only those students who completed the GE Program. The Annual Income Debt-to-Earnings Ratios, uses the average annual earnings of the GE Program's completers.	
Measurable Objective 5: (Met)	TSA pass rate of 100%.
Results: TSA pass rate = 100%	

Goal 2: LPN student completion rate ≥ 80%

Measurable Objective 1: (Not Met)	LPN student completion rate ≥ 80%
Results: 2011/12 completion rate is projected at 74%	

Goal 3: Maintain fiscal health/efficiencies

Measurable Objective 1: (Met)	Income from projected graduate rates yields profits greater than $100,000.00
Results: Reported program profit for FY2012 = $268,937.94 with all financial obligations met.	

What do key staff and stakeholders consider to be the strengths and opportunities for improvement /weaknesses of the program?

Strengths
- *Clinical hands-on experiences*
- *Implementation of technology (New Smartboards™, VitalSim ™Mannequin)*
- *Knowledge and dedication of staff*
- *Program Length (1 year)*
- *Online support through Moodle (assessments, podcasts, videos, and handouts)*
- *Connection to employment in the fastest growing field of work*
- *Student selection process*
- *First time State board pass rates are above state and national averages.*

Opportunities/Weaknesses

- *Curriculum overlap between courses and the lack of a curriculum map to ensure all competencies are met*
- *Some outdated equipment (hospital beds, suction pumps, IV infusion pumps)*
- *Financial Aid and admission staff responsiveness during and after the admission process*
- *Lack of availability for off-site clinical opportunities*

How well aligned are the program's priorities and processes with the goals of the program?

The program's priorities and processes are very well implemented in alignment with the program's goals. We are beginning to see consistency in the admissions process and the suspension/termination process since systematizing these two key work processes and sharing the documented processes with all faculty and staff.

Deployment Level of Program Services: Services are well deployed, with no significant gaps.

Should priorities be changed to put more focus on achieving the goals? ☐ Yes ☒ No
Should goals be changed, added or removed? ☐ Yes ☒ No

Evaluation Implications

General Recommendation Resulting from the Evaluation
Select from the following possible recommendations resulting from the evaluation:
☒ Continue the program as is. It is meeting or exceeding all expected outcomes.
☐ Expand the program, replicating effective components.
☐ Streamline, refine, or consolidate elements of the program.
☐ Redesign the program.
☐ Reevaluate the purpose and/or goals of the program.
☐ Discontinue ineffective or nonessential program components.
☐ Discontinue the program.
☐ Other (Specify.)

Action Plans

Align curriculum to competencies
The Adult Education Department is beginning the second year of LPN program curriculum modification to ensure alignment of our objectives, assessments, and lesson plans to the National Council of Licensure Examination standards, which identify the core competencies for Practical Nurses. To date, the Behavioral Health and Pediatrics courses are completed. We expect to complete four additional courses this year and have all 13 courses aligned by the end of FY2015.

Identify opportunities for equipment purchases and donations
Managing the purchase of equipment continues to be a focus of department leadership. At the beginning of FY2013, new Smartboards™ were installed in each of the four LPN classrooms which will provide instructors the opportunity to improve their effectiveness in the classrooms through state-of-the-art presentations that can be recorded and replayed using the online Moodle Learning Management System (LMS). Additionally, department leadership is exploring the opportunity for donation of new hospital beds, approximately $2000 in value, to the LPN program from local facilities that have a need to reduce the number of beds in their facilities.

Request the addition of one admissions representative
Increasing applications for entry into the LPN program has diminished the ability of the Adult Education Department to efficiently and effectively review applicant records to determine the best candidates for admission. The addition of one fulltime admissions representative would reduce the demands on current staff thereby improving the student intake process and advancing the quality of our customer service. The Administrator of Adult Education has submitted to the Director of Technical Education a request for an additional admissions representative to assist with student intake.

Continue to foster positive relationships with facility managers
The Administrator of Adult Education and LPN Program Coordinator will continue to foster positive relationships with facilities that employ our graduates and pursue the opportunity to perform in those facilities in a clinical instruction capacity.

<u>Cost and Funding Source</u>
Cost included in budget.