



BACCALAUREATE PROPOSAL APPLICATION
Form No. BAAC-02

Section 1007.33(5)(d), Florida Statutes, and Rule 6A-14.095, F.A.C., outline the requirements for a Florida College System baccalaureate program proposal. The completed Proposal form shall be submitted by the college president to the Chancellor of the Florida College System at ChancellorFCS@fldoe.org. In addition, a printed version shall be mailed to the Division of Florida Colleges at 325 West Gaines Street, Suite 1544, Tallahassee, Florida 32399-0400.

The proposal requires completion of the following components:

- Program summary
- Program description
- Workforce demand and unmet need
- Planning process
- Enrollment projections and funding requirements
- Student costs: tuition and fees
- Program implementation timeline
- Facilities and equipment specific to program area
- Library and media specific to program area
- Academic content
- Program termination
- Appendix tables
- Supplemental materials

Florida College System Institution Name: Eastern Florida State College
Florida College System Institution President: Dr. James Richey

PROGRAM SUMMARY

1.1	Program Name:	<u>Nursing</u>		
1.2	Degree type:	<input checked="" type="checkbox"/> Bachelor of Science	<input type="checkbox"/> Bachelor of Applied Science	
1.3	How will the program be delivered	<input checked="" type="checkbox"/> Face-to-face	<input checked="" type="checkbox"/> Hybrid	<input checked="" type="checkbox"/> Online only
	(check all that apply):			
1.4	List the counties in the college's service district:	<u>Brevard</u>		
1.5	Degree CIP code (6 digit):	<u>51.3801</u>		
1.6	Anticipated program implementation date:	<u>Spring 2018</u>		
1.7	What is the primary associate degree pathway for admission to the program	<u>AS Nursing RN</u>		

1.8	Is the degree a STEM focus area?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
1.9	List program concentration(s) (if applicable): N/A		
1.10	Will the program be designated such that an eligible student will be able to complete the program for a total cost of no more than \$10,000 in tuition and fees?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

PROGRAM DESCRIPTION

2.1 Describe the program.

The Registered Nurse-to-Bachelor of Science in Nursing (RN-BSN) Program at Eastern Florida State College (EFSC) is designed for RNs who have already earned their Associate of Science in Nursing. Area hospitals through the community advisory groups are requesting the transitional program to Bachelor of Science in nursing to further the professional career development of current staff and to enhance their ability to hire nurses with a Bachelor of Science in nursing degree (BSN). The BSN curriculum and coursework are designed to build upon students' fundamental nursing knowledge and skills and allow them the opportunity to expand beyond the clinical aspects of nursing. This program will provide experiences in nursing organization and management, patient safety and assessment of risks, policy and standard development, research design, community health, leadership and management, and continuous quality improvement.

Baccalaureate nursing programs generally encompass all of the course work taught in associate degree and diploma programs plus a more in-depth treatment of the physical and social sciences, nursing research, public and community health, nursing management, and the humanities. The additional coursework is designed to enhance the student's professional development, prepare the new nurse for a broader scope of practice, and provide the working nurse with a better understanding of the cultural, political, economic, and social issues that affect patients and influence health care delivery. Throughout the last decade, healthcare policymakers and practice leaders have recognized that education makes a difference.

WORKFORCE DEMAND AND UNMET NEED

3.1 Describe the career path and potential employment opportunities for graduates of the program.

There are three routes to becoming a registered nurse: a 3-year diploma program typically administered in hospitals, a 2-3-year associate degree usually offered at community colleges, and the 4-year baccalaureate degree offered at senior colleges and universities. Graduates of all three programs sit for the same NCLEX-RN licensing examination.

The proposed RN-to-BSN Program at EFSC is designed for RNs who have already earned their Associate of Science in Nursing and who hold a current valid unencumbered Florida Registered Nursing (RN) license. Individuals who possess a BSN have many employment opportunities. Positions in non-hospital environments generally require a BSN. Additionally, more hospitals are requiring nurses to hold BSN degrees for initial or continued employment.

Having a BSN also prepares nurses for a variety of nursing jobs in different settings, including those that are only open to BSN holders. Positions of leadership in nursing such as Nurse Manager, Director of Nursing or Nurse Educator are generally held by nurses who have a minimum of a BSN, and career advancement in the nursing profession often require it. The BSN provides a head start on pursuing graduate studies and the BSN curriculum teaches more than clinical skills; it teaches communication, critical thinking, and leadership.

EFSC maintains a relationship with local hospitals and other health care facilities in Brevard County. Some of these facilities include Health First Hospital Systems, Wuesthoff Hospital and Parrish Medical Center. Through the advisory board and community meetings, healthcare facilities discussed their needs and the college's ability to meet the demands of the changing health care environment. EFSC has initiated and improved programs at the request of local employers. The proposed RN-to-BSN program will provide bachelor prepared nurses to those health care facilities who need to increase their workforce; it will also provide an opportunity for associate degreed nurses employed in these facilities to obtain a bachelor's degree.

According to the Florida Center for Nursing's data from December 2015, Eastern Central Florida, which includes Brevard County, has fewer RNs, ARNPs, and LPNs per 100,000 population than did the state. In terms of age, 42.9% of RNs, 39.6% of ARNPs, and 41.4% of LPNs were age 51 and older.

https://www.flcenterfornursing.org/DesktopModules/Bring2mind/DMX/Download.aspx?Command=Core_Download&EntryId=1209&PortalId=0&TabId=151

- 3.2 Describe the workforce demand, supply and unmet need for graduates of the program that incorporates, at a minimum, the shaded information from appendix tables A.1.1 to A.1.3.

Registered nursing (29-1141) jobs are also projected to have 16.5% increase from 2016-2024 with more than 180 annual openings through new positions and replacements. In addition, there is growth in Nursing Instructors (25-1072) which are careers BSN graduates may aspire to and would need further education building on their bachelor degree. . The FLDEO estimates that there will be 187 annual job openings for these critical nursing jobs from 2016-2024. For Registered Nurses (29-1141), the most directly related SOC, the FLDEO estimates 1,466 total job openings due to growth and replacement needs by 2024 within the Area 13 Workforce Area of Brevard County.

Within Brevard County, there have been no reported BSN completions to IPEDS by region 13 institutions (Table A.1.2). Based on the supply of jobs (29-1141 and 25-1072) and the supply of BSN graduates reported to IPEDS, the unmet need in Region 13 is 187 qualified applicants.

- 3.3 Describe any other evidence of workforce demand and unmet need for graduates as selected by the institution, which may include qualitative or quantitative data information, such as local economic development initiatives, emerging industries in the area or evidence of rapid growth, not reflected in the data presented in appendix tables A.1.1 to A.1.3. For proposed programs without a listed SOC linkage, provide a rationale for the identified SOC code(s).

The need for registered nurses will continue to grow. The Florida Center for Nursing estimated that about 10,000 new RN positions within the surveyed industries will be created statewide in 2016, and the majority of these will be in hospitals and home health agencies, according to an employer survey released in January 2016 by the Florida Center for Nursing

(https://www.flcenterfornursing.org/DesktopModules/Bring2mind/DMX/Download.aspx?Command=Core_Download&EntryId=1198&PortalId=0&TabId=151). At the time the survey was conducted in 2015, there were already over 12,000 vacancies in the state.

According to the U.S. Bureau of Labor Statistics

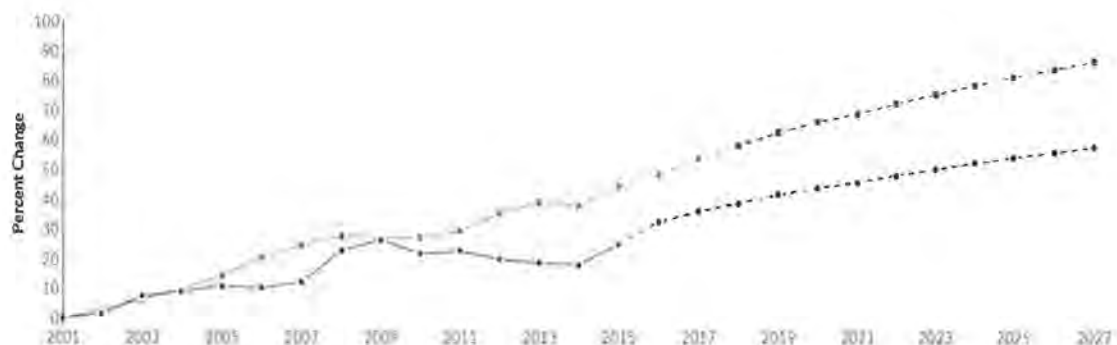
(<https://www.bls.gov/oes/current/oes291141.htm>), Florida is 4th in the nation for highest employment of registered nurses.

Within EFSC's own Workforce Region 13, a recent article in *Florida Today* highlighted Brevard County's need for more nurses. As the population in the state continues to grow and age, Florida will need thousands of new nurses. The article further indicates that the average age for nurses on the Space Coast is 50 years old, which is an

indicator of the need for more nurses to fill slots from those retiring from the profession. (See the following link:
<http://www.floridatoday.com/story/money/2016/05/12/brevard-needs-nurses/84278130/>

A recent Economic Modeling Specialists International (EMSI) report from June 2017 further confirms this growth trend in Brevard County. EMSI forecasts that there will be a 14.9% increase in job openings for nurses from 2016 – 2024 as detailed on table below. In addition, the counties surrounding Brevard show an even greater demand.

Growth for Registered Nurses (29-1141) in Brevard County and Surrounding Counties 2016-2024



Region	2016 Jobs	2024 Jobs	Change	% Change
• Brevard County	4,508	5,180	672	14.9%
• Surrounding Counties*	24,013	28,857	4,844	20.2%

Data from www.economicmodeling.com (Emsi) Q2 2017 data set

*Surrounding Counties include: Indian River, Orange, Osceola, Seminole, and Volusia Counties

- 3.4 If the education level for the occupation identified by the Florida Department of Economic Opportunity presented in appendix table A.1.1 is below a bachelor's degree, provide justification for the inclusion of that occupation in the analysis.

EMSI data as depicted below show a higher than average posting intensity for Registered Nurses in Brevard County. Such a posting intensity can indicate two trends that go in hand in hand. Businesses are increasing efforts to find nurses to fill vacant positions, and they are searching to find nurses who are better qualified.

Job Postings Summary – Brevard County

12,887	11 : 1
Unique Postings (Jan 2016 - Apr 2017)	Posting Intensity (Jan 2016 - Apr 2017)
139,752 Total Postings	Regional Average: 6 : 1

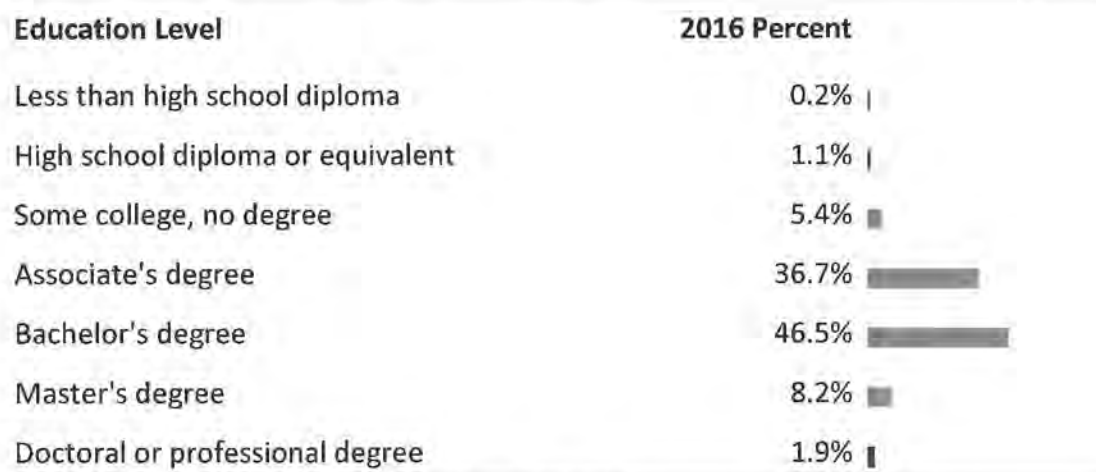
Source: www.economicmodeling.com (Emsi) Q2 2017 data set.

There were **139,752** total job postings from January 2016 to April 2017, of which **12,887** were unique. These numbers give us a Posting Intensity of **11-to-1**, meaning that for every 11

postings there is 1 unique job posting. This is higher than the Posting Intensity for all other occupations and companies in the region (6-to-1), indicating that they may be trying harder to hire for this position.

The National Education Attainment breakdown chart included just below the Job Postings Summary would indicate that there is a trend towards hiring a greater number of RNs who are bachelor trained as opposed to those with only associate-level training. The data show about 56.6% of those employed as Registered Nurses have a bachelor degree or higher compared to 36.7% with their associate degree.

National Educational Attainment in 2016



Source: www.economicmodeling.com (Emsi) Q2 2017 data set.

This trend toward higher degrees in nursing is reflected in local area media reports. A News 4 Jacksonville report from February 2016 (<http://www.news4jax.com/health/survey-growth-expected-in-floridas-nursing-field>) highlighted the findings from the Florida Center for Nursing's survey that showed over 70% of Florida hospitals preferentially hire nurses prepared at the baccalaureate level.

As a reflection of this trend in our own community, two large medical centers in Brevard County, Wuesthoff and HealthFirst have provided letters of support for the proposed RN to BSN program here at EFSC. Both letters, attached in Appendices D and G respectively, cite an improved skill foundation and better critical thinking abilities that are the result of a bachelor- trained nurse.

Efforts within our local community to hire greater numbers of bachelor-trained nurses are supported by recommendations from The Institute of Medicine's 2011 report, "The Future of Nursing: Leading Change, Advancing Health." The report recommended that 80% of RNs should be bachelor trained by 2020.

Many healthcare organizations have indicated a growing demand of bachelor's trained nurses. Healthcare leaders have stated that nurses with advanced training in evidence-based practice, research, management, and finance is essential for the success of healthcare institutions.

An article on the Orlando Sentinel website from October 2016 outlines in detail that the shortage of nurses in Florida is exacerbated by the shortage of nursing programs able to take on interested and qualified applicants. Per the article cited below, UCF's Orlando campus nursing program was forced to reject more than half of the 306 qualified applicants.

<http://www.orlandosentinel.com/features/education/os-florida-nursing-shortage-colleges-hospitals-20161013-story.html>

As highlighted above, the number of programs which provide BSN degrees does not meet the current and future need for BSN prepared nurses. Edwin Loftin, Vice President of Nursing for Parrish Medical Center, a Brevard County hospital, was quoted in an online article on nurseuniverse.com

(<http://www.nurseuniverse.com/Nursing-Job/8383.html> regarding the nursing shortage: "We have been keeping very much abreast of what would be the impact." The article went on to describe the situation in more detail:

Hospitals and nursing schools in Brevard County are attempting to minimize the impact of the severe nursing shortage that is expected over the next 15 years as medical demands in the state soar. Brevard hospitals provide hands-on clinical training for nursing students, and often choose employees from graduates who studied at the hospital. "We have to create more partnerships with education with our communities over the next five years to meet those needs," Loftin said.

Given the wealth of information cited above about the benefits of bachelor-trained nurses, the employer demand within EFSC's workforce region, and the unmet demand for students seeking bachelor-level training, it is clear that the proposed RN to BSN program will meet a plethora of employer, student, and patient needs within our community.

PLANNING PROCESS

4.1 Summarize the internal planning process.

ESFC has offered AS degrees in nursing for over five decades, graduating its first nursing class in 1968. Each year since then, the graduates have sustained above average passing scores on National Council Licensure Examination (NCLEX), with the 2015 Palm Bay class achieving a 100% pass rate.

Current and past students have inquired about a BSN program at Eastern Florida State College. The college offers bachelor degrees in Cybersecurity, Human Resources, Biomedical Sciences and Organizational Management, to name a few. EFSC also offers

an AS in Nursing with an enrollment of over 200 students and the capacity to provide for more than 300 students. The resources and infrastructure necessary to offer a BSN are readily available. EFSC has constructed a new, state-of-the-art health sciences building that houses most of its hospital-based health science programs, which opened in January of 2017. The BSN program will be one of programs offered in this facility. While most of the BSN program will be provided in an online format, there is adequate lab and classroom space for classes offered on campus.

The RN-to-BSN Program will be taught by faculty currently employed by the college. Programs of study and curriculum will be written by faculty with the approval of the Academic Affairs Committee and the Curriculum Development Committee. Resources needed for the program will consist of course materials for each class, advising services, library services, administrative services, and information technology services.

Participants involved in the planning of the RN-to-BSN Program included nursing faculty, college leadership, hospital liaisons, community representatives, and partnering institutions that included UCF and its six Direct Connect colleges, of which EFSC is one. The RN-to-BSN Program has been discussed at Provost Council and Executive Council meetings with positive outcomes. The initiation of a BSN program has also been discussed at Academic Advisory Council meetings. A new BSN program has been reviewed during the New Programs Meeting with faculty and administration throughout the college, and approved by the EFSC Board of Trustees. A detailed list of meetings is provided in 4.3. External partners have provided additional letters of support, documenting their support for the BSN program.

Thus far, the desire to start a RN-to-BSN Program at EFSC has met positive results. The shortage of nurses in the state of Florida and in Brevard County specifically is well known and cause for concern across health sciences.

Supporting courses and resources needed to facilitate student success in this program are also available at the college.

4.2 Summarize the external planning process.

Discussions with local Brevard County hospital systems demonstrated their support for a RN-to-BSN Program at EFSC. Health First Hospital Systems, Wuesthoff Hospital System and Parrish Medical Center, all located in Brevard County, have expressed their support for a BSN program and their preference for hiring bachelor-prepared nurses. Representatives from the above hospitals also discussed their intentions to facilitate continued education of their employed nurses who possess an AS degree.

During meetings with administrators from local hospitals, curriculum and specific educational needs were discussed. Local hospital personnel consult in curriculum development through Program Advisory Committees (PAC) (See Appendix H).

Meetings with local colleges such as Seminole State College, Lake-Sumter State College and University of Central Florida, colleges and universities who already have RN to BSN programs, revealed the need for an increase in BSN programs in Florida. The meetings

with these institutions and healthcare providers from Health First Hospital systems of Brevard County revealed a need for improved critical thinking skills, and care management across the continuum. Additionally, professional involvement in the department or hospital on committees, councils, and understanding of use of research and evidence-based-practice standards is a goal which aligns with increasing BSN-prepared nurses.

With the continued support of community partners and community leaders, EFSC will prepare BSN nurses for practice and advanced degrees. This preparation will include coursework, clinical practice, and leadership training. Focus will also be placed on research and health care trends and economics.

- 4.3 List engagement activities; this list shall include APPRiSe, meetings, and other forms of communication among institutional leadership regarding evidence of need, demand, and economic impact.

Item	Date(s)	Institution	Description of activity
APPRiSe	May 27, 2016	EFSC	BSN Intent submitted to system
APPRiSe	During comment period	Public universities in college's service district Regionally accredited institutions in the college's service district.	Comment: Florida Polytechnic University supports this degree program
APPRiSe	July 7, 2016		Comment period closed.
Provost Council Mtg.	09/13/16	EFSC	Discussion of BSN program and needs – Appendix A
Executive Council Meeting	09/27/16	EFSC	Discussion of BSN program and CACC – Appendix B
Associate Provost/Dean Council Meeting	10/17/16	EFSC	Discussion of BSN program and updates Appendix C
Letter/Email Communication	09/13/16	HF Hospital	Letter of support/need provided for BSN program Appendix D
Email Communication	10/28/16	EFSC/CACC	Consortium consideration of BSN program at EFSC – Appendix E
Letter/Email Communication	10/24/16	Wuesthoff Health System	Letter of support for BSN program at EFSC – Appendix F
Memorandum from Dr. Richey	10/11/16	EFSC	Memorandum requesting approval of BSN degree program Appendix G
EFSC Nursing Advisory Board Meeting	10/19/16	EFSC	Discussion of BSN updates and resources Appendix H
CACC Meeting	09/08/16	UCF, CF, ISSC, Seminole SC, Daytona SC, Career Source	Nursing needs and starting BSN programs at local colleges in Florida. Appendix I

Email/Letter communication CACC report to the Consortium President	11/9/16	CACC	Report from the CACC report to the president on the BSN program. Appendix J
E-mail notification	11/9/16	SACSCOC	Message to confirm that SACS Prospectus will not be required for EFSC based on review of the LOI. Appendix K
Eastern Florida State College Board of Trustee Meeting Agenda	10/17/16	EFSC	Proposal to initiation of a BSN program at EFSC approved by the Board Of Trustee. Appendix L

ENROLLMENT PROJECTIONS AND FUNDING REQUIREMENTS

- 5.1 Provide a brief explanation of the sources and amounts of revenue that will be used to start the program.

Public Education Capital Outlay (PECO) funds were used for construction of the classroom building. As one of nine programs housed in this building, the sum of \$2,434,571.00 has been allocated as initial funding. Tuition and fees will also be a major source of revenue. The 120 hour program will generate approximately, \$13,313 in tuition and fee revenue per student during the course of the program. With the average student taking 24 credits per year, combined with projected enrollment figure of 25 for the first year, this would amount to a total first year revenue of \$55,074.00 in tuition dollars alone. This number will increase to \$164,010 in the fourth year based on conservative enrollment projections. In addition to tuition, the college anticipates collecting FCS program funds of \$105,438 the first year and increasing to \$152,691 by year 4. It should be noted that through institutional scholarships and waivers, EFSC will support the option of the \$10,000 Bachelor degree.

- 5.2 Provide a narrative justifying the estimated and projected program enrollments, outcomes, revenues and expenditures as they appear in Appendix Table A.2.

This program has specific requirements for admission and as such enrollment for the first year of the RN-to-BSN Program is approximated at 25 students. This number of students initially accepted is based on developing a manageable cohort of students which can be managed clinically by one full time faculty members. This number of students can be facilitated through initial offerings with existing physical and human resources. This number is projected to increase over the first three years of the program. We are confident that the demand for the program will enable the college to enroll 25 students in the first year and increase in subsequent years. According to National Student Clearinghouse data, of the 668 EFSC Nursing Graduates from 2011-2016, about 42% had continued their education in a higher degree at another institution with at least 25% subsequently enrolling in a higher level nursing program. Enrollment projections for years two through four are based on conservatively growing

the number of newly admitted students and retention of student in years prior. We estimate that retention will be around 85% for this program which is comparable to the AS degree in nursing and other baccalaureate programs. At the anticipated third year of enrollment, the college may need to increase resources available to facilitate student learning.

STUDENT COSTS: TUITION AND FEES

- 6.1 Anticipated cost for a baccalaureate degree (tuition and fees for lower and upper division credit hours) at the proposing FCS institution (tuition and fees x credit hours).

	Cost per credit hour			Number of credit hours		Total Cost
Tuition & Fees for lower division	\$104.00	X	Credit hours	86	=	\$ 8,944.00
Tuition & Fees for upper division	\$128.51	X	Credit hours	34	=	\$ 4,369.34
Tuition & Fees (Total)			Credit hours	120	=	\$ 13,313.34

- 6.2 Estimated cost for a baccalaureate degree (tuition and fees) at each state university in the college's service district.

According to IPEDS data, there are no universities in the college's service district.

- 6.3 Estimated cost for a baccalaureate degree (tuition and fees) at each nonpublic institution in the college's service district (if available)*

According to IPEDS data, there are no nonpublic institutions in the college's service district.

Note. *If the institution does not provide the tuition cost per credit hour, please provide the cost information provided on the institution's website.

PROGRAM IMPLEMENTATION TIMELINE

7.1	APPRISe notice:	May 27, 2016
7.2	Board of Trustees approval:	October 17, 2016
7.3	Notice of Intent:	January 31, 2017
7.4	Completed proposal submission:	June 2017
7.5	Targeted State Board of Education consideration:	July 2017
7.6	Targeted SACSCOC approval (if applicable):	N/A See Appendix L
7.7	Targeted initial teacher preparation program Approval (if applicable):	N/A
7.8	Targeted date upper division courses are to begin:	August 2017

FACILITIES AND EQUIPMENT SPECIFIC TO PROGRAM AREA

- 8.1 Describe the existing facilities and equipment that will be utilized for the program.

Construction is completed for the new Health Sciences Institute building on the Eastern Florida State College Melbourne Campus. The 60,000 square foot facility houses classrooms for new and existing healthcare programs, including labs for a wide

variety of medical and diagnostic specializations. The incoming nursing students are already trained nurses and have the necessary skills required as a clinician. The upper division coursework for the RN-to-BSN Program is primarily online, however, online students who may need access to a computer, Internet or open lab for skills practice, may visit any one of our labs during available open lab hours. The new facility contains a state-of-the-art simulation department to facilitate student learning. Other programs offered in this building will promote a health care team spirit and cooperative learning. Programs include at the new facility include Computed Tomography, Diagnostic Medical Sonography, Magnetic Resonance Imaging, Nursing (ADN and LPN), Radiology, Respiratory care and Surgical Technology.

- 8.2 Describe the new facilities and equipment that will be needed for the program (if applicable).

Construction is completed for the new Health Sciences Institute building on the Eastern Florida State College Melbourne Campus. The 60,000 square foot facility houses classrooms existing healthcare programs, including labs for a wide variety of medical and diagnostic specializations. It is anticipated that these facilities will be adequate for the classroom and clinical practice labs for the nursing students. Students may need access to a computer, Internet or open lab for skills practice. The RN-to-BSN Program students may visit any one of our labs during available open lab hours. Additional classroom space is available on the Melbourne Campus as the program grows. Laboratory space and additional equipment may be provided through new purchases in the existing space or by utilizing space currently available on the Palm Bay or Titusville Campus. The College is committed to budgeting for additional simulation labs as the need arises. At this time, no further equipment or new facilities will be necessary for the program.

LIBRARY AND MEDIA SPECIFIC TO PROGRAM AREA

- 9.1 Describe the existing library and media resources that will be utilized for the program.

EFSC supports the research and educational needs of students, faculty, and staff by providing access to library resources and services consistent with the degrees offered. Full-service libraries are available at the Cocoa, Melbourne, Palm Bay, and Titusville campuses. EFSC maintains a partnership with UCF, operating joint-use libraries at the Cocoa and Palm Bay campuses. Existing resources relevant to the Bachelor of Science in Nursing degree include 1,174 books, 841 eBooks, 42 DVDs, 439 streaming media titles, 3 eJournal subscriptions, and access to 332 full-text journal titles available from 10 online databases.

- 9.2 Describe the new library and media resources that will be needed for the program (if applicable).

Librarians consulted standard collection development resources (e.g., Choice,

Resources for College Libraries, etc.), professional nursing organizations and other Florida public colleges offering a BSN degree to identify additional resources needed to support the program. Please see the table with the summary of new library resources needed for the BSN program below.

Summary of New Library Resources Needed for the BS in Nursing

Start Up Resources Year 1	Estimated Cost
Books	\$5,000
eBooks	\$5,000
DVDs	\$0
Streaming Media	\$0
e-Journal subscriptions (annual site license)*	\$0
Databases (annual site license)*	\$0
Total Start Up Costs Year 1	\$10,000

*recurring cost

ACADEMIC CONTENT

10.1 List the admission requirements for the program.

Students seeking admission must be an active student at Eastern Florida State College.

- New students must apply for General Admission to EFSC, complete all application materials through general admissions and submit all college transcripts prior to the application deadline.
- Transfer students must apply to EFSC and complete all application paperwork. Allow 3-4 weeks for college credits to be reviewed.
- Returning students must readmit to EFSC and update their paperwork as needed.
- Students must have a 2.0 cumulative GPA.
- Students must have an Associate in Science Degree in Registered Nursing from a regionally accredited college or university and hold an active Florida RN license.

The complete ADN – BSN program is 120 Credit Hours (36 Credit Hours in General Education, 84 Credit Hours in Nursing Major Classes). Students must apply online to the EFSC BSN program. All application materials must be submitted to the Nursing and Health Sciences Admissions and Advising Office by the application deadline.

- EFSC unofficial transcript
- Unofficial transcript from any other college attended, if applicable

- Proof of graduation from a regionally accredited Associate Degree Nursing program
- Proof of Licensure in the state of FL
- Online BSN application and \$25 fee paid

10.2 What is the estimated percentage of upper division courses in the program that will be taught by faculty with a terminal degree?

Currently the college has adequate faculty to meet the needs of the proposed program, but if necessary, faculty will be hired to meet SACS requirements and the teaching standards for the Florida Department of Education. All faculty teaching in this program will have the required doctorate or master's degree in nursing. More than 25% of the faculty possess a doctorate.

10.3 What is the anticipated average student/teacher ratio for each of the first three years based on enrollment projections?

The anticipated student/teacher ratio for the first year will be approximately 15/1. The RN-to-BSN Program will be seeking accreditation through the Accreditation Commission for Education in Nursing (ACEN) at its inception. Currently ACEN does not have a required student/teacher ratio. What is required is that program outcomes are obtained/maintained with the level of student/teacher ratio and that this information can be demonstrated. The program will maintain a 15-30 /1 ratio throughout the first three years. Additional faculty will be added as the program expands.

10.4 What is the anticipated SACSCOC accreditation date, if applicable?

NA- See Appendix L.

10.5 What is the anticipated Florida Department of Education initial teacher preparation approval date, if applicable?

NA

10.6 What specialized program accreditation will be sought, if applicable?

The RN-to-BSN Program will seek accreditation from ACEN. This process will start as soon as possible.

10.7 What is the anticipated specialized program accreditation date, if applicable?

Nursing programs seeking initial accreditation from ACEN must first apply and be approved as a candidate for accreditation. A program with candidate status has two (2) years to complete the initial accreditation process. This process includes the following steps:

- Program preparation of the Self-Study Report
- A site visit for evaluation of the program

- Review of the program by the Evaluation Review Panel
- Review of the program by the Board of Commissioners and the Commission accreditation decision

10.8 Are there similar programs listed in the Common ☒ Yes ☐ No
prerequisites Manual for the CIP code (and track, if any) proposed for this program?

The following are listed:

- 51.3801
- Nursing A.S. to BS
- 51.3801- General Nursing for SUS

10.9 List the established common prerequisites for this CIP code (and track, if any) as listed in the Common Prerequisites Manual proposed for this program:

EFSC Course: BSC 2093 Human Anatomy & Physiology w/Lab I (4)

Acceptable Substitute: None

EFSC Course: BSC 2094 Human Anatomy & Physiology w/Lab II (4)

Acceptable Substitute: None

EFSC Course: 3 credits in any chemistry, biochemistry, biology, genetics, or physics course per the list below:

- AST 1002 Astronomy
- CHM 1045 General Chemistry 1 with lab
- EVR 1001 Introduction to Environmental Science
- PHY 2048 General Physics 1 with Lab
- PHY 2053 College Physics 1

EFSC Course: DEP 2004 Developmental Psychology

EFSC Course: HUN 1201 Essentials of Nutrition OR HSC 1100 Health

EFSC Course: MCBC 2010C Microbiology with Lab (4)

Acceptable Substitutes: None

EFSC Course: 3 credits in any psychology, social psychology, or sociology course per the list below.

- PSY 2012 General Psychology1

- SYG 2000 Introduction to Sociology
- AMH 2020 U.S. History since 1877
- ECO 2013 Principles of Economics
- POS 2041 General Psychology
- SYG2000 Introduction to Sociology

EFSC Course: STA 2023 Statistics (3)

- 10.10 Describe any proposed revisions to the established common prerequisites for this CIP (and track, if any).

None.

- 10.11 List all courses required once admitted to the baccalaureate program by term, in sequence. For degree programs with concentrations, list courses for each concentration area. Include credit hours per term, and total credits for the program:

Program of Study Associate Degree Nursing/RN to Bachelor of Science Nursing

Students with the Associate in Science/Nursing RN degree from Eastern Florida State College or a regionally accredited institution may apply for admission to the RN-to-BSN Program. Students must make a separate application to the Bachelor's program and must progress according to a designated plan of study.

At the time of application, students must:

- Have a cumulative Grade Point Average of 2.0 or above
- Have graduated with the AS degree in Nursing
- Students are required to complete 36 general education credits as designate in the EFSC Associate of Arts degree. Courses taken as part of the AS degree in Nursing may apply to this requirement, and additional courses must be taken prior to admission to the RN-to-BSN Program .
- Have met EFSC Foreign Language admission requirement

The table below depicts the BSN sequence of courses by term totaling 34 credits

Semester 1: Fall		
NUR 3805	Dimensions of Professional Practice	3
NUR 3164	Intro to Nursing Research and Informatics	3
NUR 4616	Nursing across the Lifespan	3
Total		9
Semester 2: Spring		
NUR 3069	Advanced Health Assessment	3
NUR 3069L	Advanced Health Assessment Lab	1
NUR 3636	Community Health Nursing	3
NUR 4775	Application of evidence-based practice	3
Total		10

Semester 3: Fall		
NUR 4827	Leadership and Management in Healthcare	3
NUR 4895	Teaching and Learning for Nursing Professionals	3
	Nursing Elective	3
Total		9
Semester 4: Spring		
NUR 4776	RN Capstone Course	3
NUR 4286	Gerontology and End of Life	3
Total		6
Total Upper Level BSN Required Credits		34

- 10.12 Is the program being proposed as a limited access program? (If yes, identify admission requirements and indicate enrollment capacity): ☒ Yes ☐ No

Students with the Associate in Science/Nursing RN degree from Eastern Florida State College or a regionally accredited institution may apply for admission to the Bachelor of Science in Nursing degree. Students must make a separate application to the Bachelor's program and must progress according to a designated plan of study.

At the time of application, students must:

- Have a cumulative Grade Point Average of 2.0 or above
- Have graduated with the AS degree in Nursing or be in the final semester
- Students are required to complete 36 general education credits as designate in the EFSC Associate of Arts degree. Courses taken as part of the AS degree in Nursing may apply to this requirement, and additional courses must be taken prior to admission to the RN-to-BSN Program.
- Have met EFSC Foreign Language admission requirement

Enrollment capacity for the first year is 25 students. This number was determined by the faculty and administration for manageable implementation of the program by a full time faculty with the assistance of adjunct faculty. Additional faculty will be added as the program expands.

PROGRAM TERMINATION

- 11.1 Plan of action if program must be terminated, including teach-out alternatives for students.

If the decision is made to close the RN-to-BSN Program, EFSC will make a good faith effort to assist affected students, faculty, administrative and support staff so that they experience a minimal amount of disruption in the pursuit of their course of study or professional careers. In all cases, individuals will be notified of the decision to close a

program as soon as possible so that they can make appropriate plans. Students who have not completed the programs will be advised by faculty or professional counselors regarding suitable options including transfer to comparable programs. Arrangements will be made to reassign faculty and staff or assist them in locating other employment.

Appendix Table A.1.

INSTRUCTIONS FOR COMPLETING THE DEMAND SECTION OF APPENDIX TABLE A.1.1 and A.1.1.2: To complete the following table, use the CIP to Standard Occupational Classification (SOC) crosswalk of the U.S. Department of Education to identify the SOC codes for occupations associated with the proposed program's CIP code. Fill in Table A.1.1 using the employment projections data produced by the Florida Department of Economic Opportunity (DEO), pursuant to Section 445.07, F.S., for the workforce region aligned with the college's service district for each SOC code associated with the proposed program's CIP code. The employment projections data may be accessed at <http://www.floridajobs.org/labor-market-information/data-center/statistical-programs/employment-projections>. For proposed programs without a listed SOC linkage, identify the appropriate SOC codes for which the program prepares graduates. Insert additional rows as needed. The total job openings column value shall be divided by eight to reflect total annual job openings. The annualized salary shall be calculated by multiplying the average hourly wage times 40, and then multiplying that value times 52. Complete table A.1.1.2 in the same manner as A.1.1 for any additional sources of employment projections. Duplicate Table A.1.1.2 for additional sources as needed.

DEMAND: FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY (DEO) EMPLOYMENT PROJECTIONS

A.1.1

Occupation			Number of Jobs				Salary		Education Level
Name/ Title	SOC Code	County/ Region	Base Year	Projected Year	Level Change	Total Job Openings (divide by 8)	Avg. Hourly Wage	Annualized Salary	
			2016	2024					
Registered Nurses	29-1141	13 - Brevard	4,185	4,873	689	183	\$30.23	\$62,878.40	Associate
Nursing Instructors/Teachers,	25-1072	13 - Brevard	97	118	21	4	\$39.72	\$82,617.60	Masters +
		Total	4,281	4,991	710	187	\$30.45	\$63,326	

DEMAND: Other

A.1.1.2

Occupation		Number of Jobs				Salary		Education Level
Name/Title	SOC Code	County/ Region	Base Year	Projected Year	Level Change	Total Job Openings (divide by 8)	Avg. Hourly Wage	Annualized Salary
			<u>2016</u>	<u>2024</u>				
		Total						

INSTRUCTIONS FOR COMPLETING THE SUPPLY SECTION OF APPENDIX TABLE A.1.2: To complete the following table, use the Integrated Postsecondary Education Data System of the National Center for Education Statistics to identify the number of degrees awarded by other regionally accredited postsecondary institutions in the college's service district under the same or related CIP code(s) as the proposed program. The data center is located at <http://nces.ed.gov/ipeds/datacenter/>. Include degrees awarded for the most recent year available and for the four prior years for each program. If the program has not had degrees awarded for five years or more, add the degrees awarded for the years available, and divide by that number of years, for the average.

SUPPLY: NATIONAL CENTER FOR EDUCATION STATISTICS, INTEGRATED POSTSECONDARY EDUCATION DATA SYSTEM

A.1.2

Program	Institution Name	Number of Degrees Awarded					
		Prior Year 4	Prior Year 3	Prior Year 2	Prior Year 1	Most Recent Year	5 Year Average, or average of years available if less than 5 years
Total:							

INSTRUCTIONS FOR COMPLETING THE ESTIMATES OF UNMET NEED SECTION OF APPENDIX TABLE A.1.3: To complete the following table, column A should be derived from Tables A.1.1 and A.1.1.2 and the totals in columns B and C should be derived from Table A.1.2. Input the figures in the "Total" row in Table A.1.1 and A.1.1.2 for total job openings and Table A.1.2 for most recent year and 5-year average (these figures should be same for all sources). The range of estimated unmet need should be derived from 1) subtracting the figure in column B from the figure in column A and 2) subtracting the figure in column C from the figure in column A. Add rows for additional sources as needed.

ESTIMATES OF UNMET NEED

A.1.3

	Demand		Supply	Range of Estimated Unmet Need	
	(A) Total Jobs	(B) Most Recent Year	(C) 5 Year Average, or average of years available if less than 5 years	(A-B) Difference	(A-C) Difference
29-1141; 25-1072	187	0	0	187	187

Appendix Table A.2

INSTRUCTIONS FOR COMPLETING THE PROJECTED BACCALAUREATE PROGRAM ENROLLMENT SECTION OF APPENDIX TABLE A.2:

To complete the following table, enter the projected enrollment information for the first four years of program implementation. Unduplicated headcount enrollment refers to the actual number of students enrolled. Full-time equivalent (FTE) refers to the full-time equivalent of student enrollment.

PROJECTED BACCALAUREATE PROGRAM ENROLLMENT					
		Year 1	Year 2	Year 3	Year 4
A.2.1	Unduplicated headcount enrollment:				
A.2.1.1	Admitted Student Enrollment (First-time)	25	31	37	43
A.2.1.2	Total Admitted Student Enrollment	25	52	63	74
A.2.2	FTE Enrollment:				
A.2.2.1	Program Student Credit Hours (Resident)	600	1254	1520.4	1786.8
A.2.2.2	Program Student Credit Hours (Non-resident)	0	0	0	0
A.2.2.3	Total Program Student Credit Hours	600	1254	1520.4	1786.8
A.2.2.4	Program FTE(30 credits) - (Resident)	20	41.8	50.68	59.56
A.2.2.5	Program FTE(30 credits) - (Non-resident)	0	0	0	0
A.2.2.6	Total Program FTE	20	41.8	50.68	59.56

INSTRUCTIONS FOR COMPLETING THE PROJECTED DEGREES AND WORKFORCE OUTCOMES SECTION OF APPENDIX TABLE A.2: To complete the following table, enter the projected number of degrees awarded, the projected number of graduates employed and the projected average starting salary for program graduates for the first four years of program implementation.

PROJECTED DEGREES AND WORKFORCE OUTCOMES

		Year 1	Year 2	Year 3	Year 4
A.2.3	Degrees	0	5	22	27
A.2.4	Number Employed	0	0	5	27
A.2.5	Average Starting Salary	NA	NA	\$48,963	\$50,431

INSTRUCTIONS FOR COMPLETING THE REVENUES AND EXPENDITURES SECTION OF APPENDIX TABLE A.2: To complete the following table, enter the projected program expenditures and revenue sources for the first four years of program implementation.

REVENUES AND EXPENDITURES				
	Year 1	Year 2	Year 3	Year 4
I. PROJECTED PROGRAM EXPENDITURES				
INSTRUCTIONAL				
1. Faculty Full-Time FTE	2	3	4	5
2. Faculty Part-Time FTE	1	2	3	4
1. Faculty Full-Time Salaries/Benefits	110,196	165,294	220,392	275,490
2. Faculty Part-Time Salaries/Benefits	2,292	4,584	6,876	9,168
3. Faculty Support: Lab Assistants	0	0	0	0
OPERATING EXPENSES				
1. Academic Administration	15,482	16,054	16,647	17,263
2. Materials/Supplies	13,005	13,005	13,005	13,005
3. Travel	1,213	1,213	1,213	1,213
4. Communication/Technology	0	0	0	0
5. Library Support	0	0	0	0
6. Student Services Support	0	0	0	0
7. Professional Services	562	562	562	562
8. Accreditation	12,500	0	0	0
9. Support Services	0	0	0	0
CAPITAL OUTLAY				
1. Library Resources	10,000	0	0	0
2. Information Technology Equipment	0	0	0	0
3. Other Equipment	118,495	0	0	0
4. Facilities/Renovation	2,316,076	0	0	0
TOTAL PROJECTED PROGRAM EXPENDITURES	\$2,599,821	\$200,712	\$258,695	\$316,701

REVENUES AND EXPENDITURES				
	Year 1	Year 2	Year 3	Year 4
II. NATURE OF EXPENDITURES				
1. Recurring	142,750	\$200,712	\$258,695	\$316,701
2. Nonrecurring	2,457,071	0	0	0
TOTAL	\$2,599,821	\$200,712	\$258,695	\$316,701
III. SOURCES OF FUNDS				
A. REVENUE				
1. Special State Nonrecurring	0	0	0	0
2. Upper Level - Resident Student Tuition Only	55,074	115,105	139,925	164,010
Upper Level - Nonresident Student Fees Only	0	0	0	0
Upper Level - Other Student Fees	0	0	0	0
3. Contributions or Matching Grants	0	0	0	0
4. Other Grants or Revenues	2,434,571	0	0	0
5. Florida College System Program Funds	105,438	85,607.34	118,770	152,690.628
6. Unrestricted Fund Balance	0	0	0	0
7. Interest Earnings	0	0	0	0
8. Auxiliary Services	0	0	0	0
9. Federal Funds – Other	0	0	0	0
B. CARRY FORWARD				
TOTAL FUNDS AVAILABLE	\$2,595,083	\$200,712	\$258,695	\$316,701
TOTAL UNEXPENDED FUNDS (CARRY FORWARD)	\$0	\$0	\$0	\$0

Supplemental Materials B.1

SUPPLEMENTAL MATERIALS

- B.1 Summarize any supporting documents included with the proposal, such as meeting minutes, survey results, letters of support, and other supporting artifacts included with this proposal are supporting documents listed as Appendices A through L. These documents include institutional meeting minutes showing discussion and approval of the BSN program and, letters of support from Health First Hospital Systems, Wuesthoff hospital system, and the Consortium Academic Coordination Committee facilitated by UCF.

Vice Provost for UCF Regional Campuses. Also, meeting minutes from the Provost Council meeting, Executive Council meeting, Associate Provost/Dean Council meeting, Board of Trustee meeting and EFSC Nursing Advisory Board meetings. Additional documents include email and letter communications, CACC meeting notes, advising meeting notes and a memorandum from Dr. James Richey, EFSC President. List any objections or alternative proposal received from other postsecondary institutions for this program.

- B.2 No objections or alternative proposals were received from other postsecondary institutions.

Appendix A

Provost Council MINUTES

Meeting date | time 9/13/2016 9:00 AM | Meeting location
Melbourne Campus, 008/301

Meeting called by	Dr. Linda Miedema	Attendees
Facilitator	Dr. Miedema	Linda Miedema, Jayne Gorham, Phil Simpson, Sandy Handfield, Ethel Newman, Paulette Howell, Wayne Stein, Kathy Cobb, Barbara Kennedy, Frank Margiotta, Marian Shelpman, Ray Roberts
Note taker	Marian Shelpman	Guests Susan Martel

Agenda topics

Update from the Vice President / Dr. Linda Miedema

- **Presentation EFSC Health Program** – Susan Martel presented information for Marilyn Cook on the colleges 2017 Health Fair under the Florida Blue Rewards Wellness program (dates forthcoming). The college has 687 full time eligible employees who are covered under Florida Blue and 26% have completed the health assessment through the program (180 employees). Colleges receive monetary compensation based on a percentage if they participate (35%-49% / \$5,000). In addition, participants receive points for attending workshops/health fair. Dr. Miedema advised that departments can give release time for the employee to attend these events (one hour). A friendly completion will occur between campuses and the campus that has the highest percentage of participants may receive a part of the incentive award money. Each campus will need a cheerleader for their campus to help with the campaign. Four workshops will be coming up: September 29th - Mastering Motivation (Cocoa), Stress Management (Melbourne), October 18th - The Science of Will Power (Melbourne), Boosting Brain Health (Cocoa). Workshops will be one hour in length. Participants must have current healthcare coverage with Florida Blue to participant for the reward points. Registration for the workshops is required. Contact Marilyn Cook for questions.
- **Melbourne Art Program** - Dr. Miedema advised that the Art Department in Melbourne will be moving to the Cocoa Campus on a temporary basis. A Student Union will be built on the Melbourne Campus which will affect Building 9. The Cocoa and Melbourne campus faculty are assisting with this endeavor for a smooth transition. There was a concern voiced regarding what would happen to the mural on the exterior of Building 9. The mural will be moved to the Eau Gallie Art Center in Melbourne. The college does not have a two year Art program. All of

the art programs are electives except for several of the art courses that are part of the Drafting & Design degree. Dr. Miedema suggested that faculty write a framework for an Art program. Many students use their AA electives taking art courses.

- **Automotive** – Dr. Miedema reported on the enrollment and completion for the past four years in the Automotive program on the Cocoa Campus. The highest completion rate was 37.5 % and the lowest was 2.7%. Thirty to forty students are accepted each year and 15 graduate annually. Dr. Miedema suggested a program review with faculty and administration to discuss how the program might become more successful, the possibility of closing the program, or returning it to the high schools as a possible option.
- **UCF Consortium / Bachelor's Degree in Nursing** – Dr. Miedema met with the UCF Consortium on September 12th regarding offering a BS in Nursing. There are four other colleges pursuing approval of the degree that are direct connect with UCF. Two colleges already offer the degree. UCF has concerns with the approval, fifteen percent of EFSC students make up enrollment in UCF's BSN degree. The Consortium will advise us of their decision to support or not support within the next three weeks. The Direct Connect articulation agreement with UCF states that any Bachelor's degree programs we plan to offer must go through the Consortium process to determine if there is a need in the Central Florida District. If the group decision to move forward is unanimous, it will go on the master list and will be reported to the President's at their November meeting. If not approved, the Presidents will discuss and make a decision at the meeting. Dr. Miedema advised we have support from our local hospitals and letters to that fact are forthcoming. Provosts Council was in 100% in support of moving forward with the BSN program.
- **Dual Enrollment** – Dr. Miedema reported that there is a 10 year old dual enrollment student enrolled in three classes this semester. The student is being monitored closely for success. The student has four classes she is transferring in from an out-of-state university.

Old Business: Marian Shelpman reminded members to send their suggestions to Dr. Miedema regarding the criteria to obtain credit (MCC) for attending various committee meetings.

Staff Faculty Concerns

- **Pay Grade Promotion, Bob Canger** – Dr. Handfield reported that Bob Canger completed his Master's degree, transcript verified. Approved for promotion by Provosts.

Campus Updates - Provosts

Melbourne Campus – Dr. Sandy Handfield

- **Student Trespass** – Dr. Handfield brought forward the issue of student trespass. There was a recent issue where a student on the Melbourne Campus was trespassed and the student registered at another campus. Dr. Handfield discussed the issue with AP Roberts and recommended that an automatic hold be placed on

a student's record which would prevent the student from registering. AP Roberts asked if this trespass would be applied to online registration. Dr. Cobb recommended proceeding cautiously and Dr. Miedema advised the student could go through the appeal process as extenuating issues may be presented. AP Roberts asked if Security could make it a protocol to contact the Registrar's Office when a trespass occurs. Dr. Miedema will contact Stephanie Burnette concerning the current protocol.

Action Item – Dr. Miedema will follow-up with the Registrar's Office to determine what protocols are currently in place when a student is trespassed off campus.

- **Spring 2017 Schedule** – Dr. Handfield advised that the Spring 2017 schedule has been rolled, however in the fall the schedule will have to be built from scratch and will not roll.
- **Enrollment Management**
 - **Admissions & Advising Leadership Meeting** – Dr. Handfield advised last week a meeting was held and every campus was represented to ensure communication as a team.
 - **Dual Enrollment** – No report.
 - **Who's Next?** – Admission and Advising have been working with IT and the system is moving forward with additional capabilities.
 - **Online Orientation** - The online orientation will be ready for the Spring 2017 term.

Palm Bay Campus – Dr. Wayne Stein

- **Adjuncts Teaching Load** - Dr. Stein reported a concern that adjuncts may be teaching on multiple campuses and reminded everyone to check the number of credits they are teaching to ensure they are not exceeding load. Dr. Miedema reminded everyone that adjuncts are only allowed to teach four (4) classes for a total of 12 credit hours per semester. Dr. Miedema received several requests for temporary full-time faculty due to a need in several disciplines. Dr. Miedema advised that only allows for 5 percent of the total number of our full-time faculty and we were near that limit.

Dr. Miedema reported a plan to move forward with college wide Department Chairs. A workshop to design a new system that will be more beneficial is forthcoming. Twenty-five percent of Department Chairs will roll out of their positions next year.

Titusville Campus – Dr. Phil Simpson

- **Global Engagement Office (GEO) Updates** – Dr. Simpson advised that Hispanic and International Day is held in the fall. Dr. Simpson asked Provosts if one of his staff could approach the Student Life Directors through the AP's office on each campus to check what events are planned. GEO will co-sponsor the event. Dr. Newman asked if a college-wide approach would be used for Black History month. Discussion concluded that it was much easier using a college wide approach for the event as well as a cost savings. Barbara Kennedy advised that the Student Life Directors will be holding monthly

meeting with one of the AP's to better communicate and collaborate. It was determined that there should be one AP serving in this position annually for support and continuity.

International Direct Connect with UCF – The new Provost at UCF initiated an endeavor to increase the numbers of international students. Dr. Simpson advised this may allow us the opportunity to handle the first two years of the students education. More details forthcoming.

Creative Thinking & Solutions – There are not enough ESOL students to support a program. Last fall the EAP courses had 18 students overall with only a few students in each section. This has led to complaints by the students. To date the models we have tried haven't worked. Looking for a creative solution to the problem. Dr. Miedema discussed a concurrent fourth credit option for student who need ESOL. The fourth credit could be provided by tutors in the learning lab who have the skillset to assist. Dr. Miedema proposed a pilot program at a campus that has a greater ESOL population.

- **Cocoa Campus – No report**
-
- **eLearning – No report**

Other

- **Textbook Affordability** - Dr. Cobb thanked everyone for their support in the Textbook Affordability Report endeavor. One of the reports sections asked for other endeavors the college is working on to ensure textbook affordability for students. Dr. Cobb advised she reached out to the library to check on space for book reserves. Dr. Cobb asked that the Provosts email their Campus Library Cluster Chairs to check on space. Dr. Cobb will include this information in the Textbook Report and asked that the DOSLS discuss the possibility of an intercollegiate textbook loan program at their upcoming meeting and report back with suggestions.
- Dee Sibley will be moving from the Palm Bay Campus AP position to the Cocoa Campus. The AP position on the Palm Bay will be advertised.

The meeting was adjourned at 10:30 a.m.

**Respectfully submitted,
Marian Shelpman**

Appendix B

Executive Council MINUTES

Meeting date | Time 9/27/2016 9:00 AM | Meeting location
Melbourne Campus, 08/301

Meeting called by	Dr. Linda Miedema	Attendees Linda Miedema, Leroy Darby, Joe Lee Smith, Jayne Gorham, Marian Shelpman, Phil Simpson, Sandy Handfield, Wayne Stein, Judi Schatte, Richard Laird, Kathy Cobb, Laura Sidoran, Scott Herber, Jack Parker, Mike Richey, Paulette Howell, Ray Roberts, Lauren Miller, Ramona Smith
Facilitator	Dr. Linda Miedema	
Note taker	Marian Shelpman	

Guests: Bob Stover

Agenda Topics

Update from the Vice President / Dr. Linda Miedema

Presentations

- **Presentation / Accomplishments for 2015-2016 Strategic Plan- Bob Stover:** Bob Stover distributed a document that summarized last year's strategic plan accomplishments (2015-2016). The plan was consolidated to include the college's overall highest profile objectives that were compiled by multi-departments. The plan was also personalized with quotes and photos of faculty and staff. The new plan for will include three years of information (2016-2019), 14 strategic initiatives, 37 objectives, and 70 to 75 action steps (multi-departmental).

Updates

Community Campus Events – VP Jack Parker: VP Parker advised that Debbie Snapp asked for a form/procedure for consistency regarding approving external events on campus. A Community Campus Event Form was developed and distributed to Council members. When a request is received, the Provosts will review the form and make a recommendations. The form will then be sent to Chief Joe Ambrose for review followed by a review and denial/approval by Dr. Miedema. If alcohol is requested, a written approval from the President is required. The final step is a review by the college's staff attorney for final approval. If a request for a facility fee waiver is received, Debbie Snap will advise VP Parker who will in turn discuss the waiver with Dr. Miedema and Mr. Laird for a determination. The form streamlines the process and formal documentation will be on file.

Risk Management Liaison – VP Jack Parker: VP Parker advised that one of Amy Schill's responsibilities is Risk Management. This responsibility will move to

Attorney Mike Richey's department. The Risk Manager will work directly for Mike Richey. The transition will occur within the next several weeks. An announcement will be made to the Executive Council.

Facility Projects - Mr. Richard Laird: Mr. Laird announced that the new Health Sciences building is on target to open in January. A committee was formed to work on the Student Union building project. The architect is hosting the committee. Dr. Miedema advised that the Fine Arts building wing will be demolished for the Student Union project. In the fall the art courses will be moved to the Cocoa campus with the assistance of the faculty.

Other Updates - Dr. Miedema: Dr. Miedema advised Dr. Wayne Stein and EFSC were nominated for the Technical Cultivation Category Award for Technovations for our County. They will be presenting the award at an upcoming dinner. Dr. Miedema advised that Broward College is considering a consortium for a study abroad to Spain, Germany, and Peru for students. Dr. Miedema passed the information on to Dr. Simpson for review.

Dr. Miedema advised EFSC Patrick Center was holding a Lunch and Learn on the Aviation program on October 4, 2016. Marian Shelpman reported on the EFSC Patrick Center Open House to be held on October 12, 2016. Flyers on both events were distributed.

Old Business – None

Staff/Faculty Concerns

BSN Program – Dr. Paulette Howell: Dr. Howell advised she attended a UCF Consortium meeting with Dr. Miedema recently. Dr. Howell reported that EFSC supplies UCF with 15% of their BAS Nursing students. Dr. Cobb advised that she has reviewed data from our County and the data did support the need to have a nursing program in our area to serve the needs of our local agencies and students. Dr. Miedema advised that UCF's President, Dr. Hitt contacted Dr. Richey and advised after reviewing their data, EFSC's proposed program would not impact UCF's need for clinical sites in our area to support their students. Local hospitals support our BSN program and Dr. Miedema felt this was a positive step forward. UCF only accepts 30% of the students entering their generic RN bachelors program leaving 70% unserved.

On a side note, Dr. Miedema and Dr. Cobb will meet with the Deans at UCF to discuss the offering and our need for Elementary Educators in Brevard County.

Drug Testing and Fingerprinting – Dr. Paulette Howell: Dr. Howell advised that fingerprint and drug testing for Health Sciences is mandatory for students and faculty as they need to gain access to clinical sites where it is a requirement by the facility. Dr. Miedema advised that if it is a requirement for the facility then we must follow what the site requires. Dr. Miedema advised that the UFF contact specifies we will not drug screen faculty; however, if it is a requirement for the facility we have to notify the faculty in advance to advise them of the requirement. Darla Ferguson advised that HR handles drug screening requests and will make the appointments for the screen if contacted. Additionally, fingerprinting by the Security Office is available on the Melbourne Campus from

7:00 am to 10:00 pm, Monday through Friday and on the Cocoa Campus from 7:00 am to 10:00 pm., seven days a week.

Fair Labor Standards Regulations - Darla Ferguson: The new Fair Labor Standards regulations go into effect on December 1, 2016. The minimum base salary was raised to \$47,476. Salary and job duties determine exempt and non-exempt status. Darla Ferguson advised everyone must be reclassified by December 1, 2016. The penalties for violations are great and audits may occur within the next five years. Darla asked Provosts not to schedule full-time staff who are teaching in an adjunct capacity for the Spring semester. Non-Exempt staff cannot teach and job descriptions are being reviewed to determine if changes in status are needed. Exceptions to the rule cannot be made. Non-Exempt employees cannot work over 40 hours per week unless they are paid overtime. Darla advised this will affect up to 100 employees. Dr. Miedema reminded everyone that adjuncts cannot teach more than 80% of a full-time faculty teaching load. An area that needs to be reviewed carefully includes adjuncts teaching in non-college credit classes that are contact hour based (vocational programs and labs). Dr. Cobb asked if training will be available for supervisors on the regulations. Darla Ferguson advised that training will be set up and is currently being offered to those supervisors in the BEST program. Dr. Miedema reported that AAC is revising handbooks for DC's and PM's as well as training for adjunct instructors. Scott Herber is working on the handbooks.

Campus Updates

Melbourne Campus– Dr. Sandy Handfield

- ***Faculty Overload Requests for Spring 2017 (Science courses)***
 - Penny McDonald, 110 point overload – Approved
 - Dr. Ashley Spring, 312 point overload - Approved
 - Dr. William Stewart, 210 point overload – Approved
- ***Student Fundraising***

Student clubs asked for approval to supplement their funds through more fundraising. Ray Roberts suggested a clear definition in the Student Handbook on the parameters for fundraising and the difference between fundraising events and soliciting donations. After discussion it was decided to include a generic guideline in the Handbook and reference to contacting the Foundation Office for anything falling outside of the parameters.
- ***Greet Dot Bystander Training Donations***

The Woman's Center asked if they may make requests for donations for lunch for training participants. There are four by-stander training sessions forthcoming. The training will be ongoing annually as new training sessions begin. The request was approved as along the requestor represents themselves as a volunteer from the Woman's Center and not an EFSC employee.
- ***Mandatory Hybrid Training for Faculty***

Dr. Handfield asked if training can be developed for faculty who teach hybrid

courses. Ray Roberts reported that it can be challenging to convert a regular class to a hybrid format. Dr. Gorham reported that in the past there was training for course design on hybrid and on-line courses. Dr. Miedema asked that the course be reviewed as a starting point. Darla Ferguson advised she would have Marilyn Cook track the course and Marilyn and Dr. Gorham will research the information.

Action Item: Dr. Gorham and Marilyn Cook to research previous training on Online and Hybrid course design and report back to Dr. Miedema on their findings.

- **Report of Faculty “credentialed” and on approved list to teach a course**
Ray Roberts asked if there was a way to obtain a list in Banner of faculty credentials. Dr. Miedema advised it was on her list to request a report on faculty credentials which will be sent to Provosts for review.
- **Food Court Employee Parking**
Ray Roberts advised that employees that work at the Food Court do not receive an employee parking decal. In the past a non-permanent parking pass was issued. Darla Ferguson advised Security can issue a temporary pass for a specific period of time. VP Parker advised since they are an agent of the school they will issued a pass for a year that will be laminated.
- **Campus Display Name Changes**
A transgender student requested a name change in CANVAS to a preferred name. Dr. Handfield reported that Betsy Wetzel advised Banner has a mechanism that can list a student’s nickname. Mike Richey advised he will research the topic to see if any rules/regulations would apply. Dr. Lauren Miller noted that UCF uses PeopleSoft and if a student fills out a request the system will show the preferred name on the roster, even if they have not had a legal name change. Dr. Miller will send Dr. Miedema the form. Mr. Richey advised Dr. Handfield to inform the student that someone would be in contact with him/her.
Titusville Campus – Dr. Phil Simpson
- **One-time user Agreement for Promethean**
Dr. Simpson distributed a permission form for the use of material in the publication *The Titan Promethean*. The form gives permission to publish a person’s work in the college’s literary journal. Everyone that is published in the journal must sign the form. The editor of the journal is the record keeper of the document. Darla Ferguson requested that the college attorney be sent a copy of the form for record keeping purposes. The form was approved and the college logo will added.
- **Mandatory Club Sponsor Training**
The college DOSL’s have asked for mandatory training for club sponsors. The DOSL’s reported that it is important for sponsors to attend the training as the SGA Handbook has new additions/changes and sponsors frequently change. The

training is currently delivered face-to-face but many faculty sponsors cannot attend the training due to teaching assignment conflict. The request was approved for mandatory attendance and an online delivery format will also be created as an alternative method of instruction.

e-Learning – Dr. Kathy Cobb

- ***AAC Update***

Dr. Cobb advised that Scott Herber gave a presentation on Open Stax at the AAC meeting. Open Stax is a system created by Rice University for online textbooks. Scott advised the professors from Rice University created many textbooks that can be accessed through this site. For more information, the website is:

<https://openstax.org>

Dr. Cobb advised the Committee discussed bad language in the classroom. No action was taken the discussion was for awareness only.

- ***Textbook Affordability***

Dr. Cobb asked for volunteers to review the Textbook Affordability Response (30 pages) for editing purposes. Dr. Cobb asked for Cluster discussion on textbook choices. Scott Herber, Dr. Gorham, Dr. Simpson and Ray Roberts volunteered to review the document.

Cocoa Campus – Leroy Darby

- ***New Library Process***

The new Library process called SIERA will initiate in the Spring. Leroy Darby advised training on the process will be required for library staff and will impact library staffing. Dr. Miedema will have a meeting with the Librarians to discuss the system and training.

Other

Dr. Ramona Smith

- ***United Way –***

Dr. Smith advised she attended the United Way Kickoff training with VP Parker. A campaign will initiate for donations in October and end in November. Dr. Smith discussed holding some events on campus to get individuals involved. All events and asks will be done with very low pressure and no one will feel forced to give. Employees have options to choose a United Way charitable organization or the EFSC Foundation which will support our students. United Way will not include any administrative fee and 100% of the donation will go to the Foundation.

The meeting was adjourned at 10:50 a.m.

Respectfully Submitted, Marian Shelpmann

Appendix C

AP/Dean Council MINUTES

Meeting date | Time *10/17/2016 2:05 PM* | Meeting location *Patrick Center Building 998*

	AP/Dean's	Attendees
Meeting called by		Laura Sidoran, Paulette Howell, Ray Roberts, Dee Sibley, Ray Roberts,
Facilitator	Marian Shelpman	Barbara Kennedy, Steve Salvo, Marian Shelpman, Mary Roslonowski
Note taker	Marian Shelpman	Guests: Justin Looney, Liz Rodriguez

Agenda topics

Cocoa Campus - AP Dee Sibley:

- **FDOC Notifications** - AP Sibley opened discussion on the process other AP's used to monitor students on probation with the Florida Department of Corrections (FDOC). Based upon responses, there is no standard procedure being followed reference the monitoring of a student's class attendance.

Action Item: Check with Stephanie Burnette on the possibility of having a flag or code for Attendance Reporting indicating that a student is on FDOC probation. Develop a campus-wide procedure for tracking the FDOC student.

- **Focus Groups** – Provosts received an email from Bob Stover reference IE reports and obtaining students input. The AP's will have the responsibility and will be receiving an email to this effect, to initiate new focus groups with student participation. There will be upcoming meetings and an email invitation will be forthcoming for staff groups in the spring to review the results. This initiative is part of the college's Strategic Plan moving forward.
- **ASGA** – Melbourne is currently the only campus participating.

Melbourne Campus – AP Ray Roberts

- **Green Dot Event Update** – The DOSL's will meet in January with SGA to discuss what events can be held to promote the Green Dot initiative.
- **Executive Council Report**
 - **Melbourne Art Program move to the Cocoa Campus** - The Melbourne Campus Fine Arts building wing will be demolished for the Student Union project. In the fall the art courses will be moved to the Cocoa campus with the assistance of the faculty as a temporary solution.
 - **Fair Labor Standards Regulations** - The new Fair Labor Standards regulations go into effect on December 1, 2016. The minimum base salary was raised to \$47,476. Salary and job duties determine exempt and non-exempt status. This

may affect employees who are teaching in an adjunct capacity. Non-Exempt employees cannot work over 40 hours per week unless they are paid overtime.

- ***Drug Testing and Fingerprinting*** – HR handles drug screen requests and will make appointment for the screening if contacted. Fingerprinting by the Security Office is available on the Melbourne Campus from 7:00 am to 10:00 pm, Monday through Friday and on the Cocoa Campus from 7:00 am to 10:00 pm., seven days a week. The process and results are kept very confidential.
- ***Hybrid Training for Faculty*** – Dr. Gorham and Marilyn Cook have been tasked by Dr. Miedema to research previously held college training for instructors in the art of teaching and designing a course in a hybrid format. A course will then be developed to assist faculty and adjunct instructors in transitioning a course to this format.
- ***Instructor Credentialing*** – Dr. Miedema has requested a Banner report of faculty currently teaching and their credentials in the field of instruction. The report will be sent to the Provosts for review to ensure instructors are not teaching in areas that they are not credentialed in.
- ***Food Court Employee Parking*** – Food Court employees were getting parking tickets for parking in faculty and staff areas. Security will issue a temporary pass for a specific period of time for Food Court Employees and they will be able to park in faculty and staff parking areas.

Titusville Campus – AP Barbara Kennedy

- ***Green Dot Update*** – Two By-stander training sessions were scheduled. Palm Bay Campus had 27 participants attend the session. Cocoa's training had to be postponed due to Hurricane Matthew. Green Dot events are being scheduled for the Basketball game in January with the DOSL's assistance in the planning.
- ***SGA Handbook*** – Reminded everyone to look at the final draft of the SGA Handbook. Changes to the Handbook can be made annually. Ray Roberts opened discussion and was concerned about not having a fully staffed E-Board. A suggestion was made to changing the voting board from a two member quorum to one member. The E-Board is composed of the President, Vice President and Secretary. Procedures need to be developed regarding the E-Board as there are no fully functioning Boards at this time. The DOSL's will review the Handbook and make recommendations. The Handbook will go thru the Provost Council vetting process and upon approval it will be sent to Reprographics. Barbara Kennedy will resent the document for AP's review.
- ***Strategic Plan*** – The initiatives for the college's Strategic Plan moving forward include Student Life and Service Learning as part of the focus groups.

eLearning – AP Mary Roslonowski

- ***Assessment Centers*** – The Centers are working at full capacity and due to Hurricane Matthew testing backup, the lab hours have been extended.

Health Sciences/Nursing – Dean Paulette Howell

- **Health Science Programs** – The BSN program was approved and will be moving forward in Fall 2017 with the support and encouragement of area hospitals. The Pharmacology program is scheduled to roll-out in Summer 2017 and Dr. Newman and Dr. Simpson are facilitating the work on the Mortuary Science Degree.

Patrick Center – Dean Marian Shelpman

- **Facility Tour/Discussion**– The AP/Dean Council members received a tour of the Patrick Center. Discussion on course offerings, advantages and limitations of the location. Ideas/suggestions were solicited to better support the endeavor.

Next Meeting: November 21, 2017, Melbourne Campus, Building 10, Room 206, 9:00 a.m. (ALIP to attend)

The meeting was adjourned at 3:45 p.m.

Respectfully Submitted, Marian Shelpman

Appendix D

Letter of Employer Support for Proposed Program



6450 US Highway 1
Rockledge, Florida 32955
Tel 321.434.4300
Health-First.org

- Health Insurance
- Hospitals
- Medical Group
- Outpatient Services

September 13, 2016

Dear Colleague,

Eastern Florida State College (EFSC) and Health First have enjoyed working together to create a strong partnership in Brevard County to help support the development of nursing students and their transition to practice. As we continue to consider how to improve the quality of care and advance the profession of nursing, there is a growing body of evidence that supports improvements in patient outcomes (such as surgical complications, failure to rescue, mortality, etc.) when bedside nurses within 24/7 acute care settings are equipped with a BSN Degree.

There are additional education objectives and outcomes expected of RNs prepared within the baccalaureate level program compared to those prepared at associate level programs. These include a broader scope of evidence-based practice (skills of inquiry, analysis and information literacy to address practice issues), quality improvement, population-based health care and basic self and systems leadership. These essentials help to prepare nurses to effectively function in not only the role of provider of care across the lifespan, but also designer, manager and coordinator of care for diverse patient populations and settings.

The American Association of Colleges of Nursing's (AACN) 9 baccalaureate essential and 109 outcomes are used as the educational framework for building breadth, as well as depth of knowledge and skills within the baccalaureate generalist nurse.

More BSN-prepared RNs are needed to:

- Improve patient outcomes and save lives
- Manage the complexity of hospital care and transitions

- Function as strong and effective nursing leaders
- Ensure adequate advanced nurse practitioners, faculty and nurse researchers
- Translate the best available evidence into practice
- Enhance the professionalism of nursing
- Increase the pool of RNs for job promotions

As collaborators with EFSC, we support and endorse their pursuit of the BSN program and look forward to continue working with them to provide exceptional clinical experiences and job opportunities for these prospective students and future BSN prepared nurses.

Respectfully,

A handwritten signature in black ink that reads "Connie Bradley". The script is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Connie Bradley RN, DNP, FACHE, NEC-A
Health First Senior Vice President/Chief Nursing Officer

Appendix E

Letter of Support from Academic Community

From: Jeff Jones <Jeff.Jones@ucf.edu>
Date: October 28, 2016 at 2:58:19 PM EDT
To: Elizabeth Dooley <Elizabeth.Dooley@ucf.edu>,
"sledlow@valenciacollege.edu" <sledlow@valenciacollege.edu>, Douglas
Wymer <wymerd@lssc.edu>, "miedemal@easternflorida.edu"
<miedemal@easternflorida.edu>, "Paugh, Mark" <paughm@cf.edu>, Laura
Ross <rossl@seminolestate.edu>, Amy Locklear
<Amy.Locklear@daytonastate.edu>
Cc: Mary Lou Sole <Mary.Sole@ucf.edu>, Dale Whittaker
<Dale.Whittaker@ucf.edu>
Subject: In advance of our CACC meeting on Monday at 4:00
Dear Colleagues:

After consulting with UCF College of Nursing Dean Mary Lou Sole, I am writing to inform you that the University of Central Florida will support the Bachelor of Science in Nursing degrees being proposed by Eastern Florida State College, Lake-Sumter State College, Seminole State College, and Valencia College.

As you know, there have been several meetings in central Florida's Workforce Region 12 at which data were presented demonstrating the need for additional registered nurses, and data presented by Eastern Florida (Region 13) support that conclusion as well. As a follow up to the recent Nursing Summit conducted in Region 12, Dean Sole reports that the general consensus among nursing educators and employers is that there is a need to continue offering all regional options, including maintaining and/or expanding concurrent enrollment options for qualified students, offering UCF's RN to BSN, and offering the RN to BSN at the state colleges. Dean Sole is very pleased that support for the concurrent enrollment option will be continued as this is a national model that facilitates efficient achievement of the BSN degree.

UCF agrees that the goal for all consortium partners is to increase the number of newly-licensed nurses. It is further recognized that the RN to BSN at the state colleges is necessary to help finance additional nursing program growth. There is also continued interest in obtaining additional support from community health care providers and partners.

UCF nursing leadership believes because of the evidence supporting growth

of enrollment in all regional programs, that UCF will continue communicating all UCF options for nursing students...concurrent nursing, UCF RN to BSN, and DirectConnect to UCF's College of Nursing, in addition to new RN to BSN programs at the four member state colleges. We want to ensure that UCF will have the opportunity to share UCF's RN to BSN options to promote choices for students.

I also hope that our nursing leaders will continue to discuss ways that all partners can work together to strengthen programs offered by our member institutions. Some of these ideas may include shared resources, concentrations or specializations for certain partners, and exploration of additional ways to add value to each of our consortium's offerings.

I look forward to the opportunity to discuss this with you at our CACC phone meeting scheduled for Monday, October 31 at 4:00 PM.

Best regards,

Jeff

Appendix F

Letter of Employer Support for Proposed Program



110 Longwood Avenue
Rockledge, FL 32955

Eastern Florida State College
3865 N. Wickham Road
Melbourne, FL 32935

October 24, 2016

Dear Administrators,

As the Chief Nursing Executive of Wuesthoff Medical Center Rockledge, I wanted to send you this letter to let you know that I will endorse the Eastern Florida State College RN-BSN program.

This program is a great opportunity to continue to promote Nursing and a BSN degree in the local Brevard County community. Wuesthoff Rockledge is proud to already have a student affiliation agreement with Eastern Florida State College.

Wuesthoff Medical Center Rockledge is proud to support and strongly encourages our current staff to always further their education. Having the RN-BSN program at Eastern Florida State College is a great asset for our employees who would like to continue grow in the nursing field.

A Bachelors prepared RN should and will be the minimum required preparation of a RN in the near future. A RN to BSN program provides the RN with a stronger foundation, as it hones in on critical thinking which is so important to our patient care and outcomes. I believe that this could also provide a stepping stone in the pursuit of advanced practice roles.

Sincerely,

A handwritten signature in cursive script that reads "Pamela Carroll".

Pamela Carroll
Chief Nursing Executive

Phone: (321) 636-2211 • www.wuesthoff.com

Appendix G

Executive Leadership Approval Request



Memorandum

TO: Dr. James H. Richey, President
FROM: Dr. Linda Miedema, Vice President, Academic & Student Affairs/CLO *L Miedema*
DATE: October 11, 2016
SUBJECT: BS Nursing

The Academic Affairs division would like to seek approval for the development of a BS in Nursing for Eastern Florida State College. Since the release of The Future of Nursing: Leading Change, Advancing Health from the Institute of Medicine (IOM) and the Robert Wood Johnson Foundation (RWJF), there has been statewide initiatives focused on improving academic progression in nursing. The landmark report indicated that the current nursing education models were not adequate to meet future needs. The report encouraged states to develop new models or partnerships to meet the goal of 80% of the nurses in the workforce with a Bachelor of Science in Nursing (BSN) degree by 2020.

A workforce team made up of workforce deans and directors from UCF and the 6 Direct Connect State Colleges reviewed the EMSI workforce demand in August 2016 report for Region 12 which includes Lake, Orange, Osceola, Seminole, and Sumter Counties. This report shows a 22.4% change in need for baccalaureate prepared nurses through the year 2023. This report is consistent with data reported by the Florida Center for Nursing predicting the number of registered nurse positions Nationwide is expected to grow by 16% from 2014 to 2024. The current and expected workforce trends, age of the working nurses and Institute of Medication recommendations supports the need for additional BSN programs in the state.

In addition, we have support from Health First, the highest employer of nurses in the county that a Bachelor Degree in Nursing is needed to meet their projected workforce opportunities.

EFSC has adequate facilities, equipment, staff and doctoral-prepared nursing faculty to manage a bachelor degree program in nursing. We therefore, request approval to develop a BS degree in nursing with an initial intake of 25-30 Associate Degree Nurses with an anticipated start date no later than Fall 2018.

Appendix H

EASTERN FLORIDA STATE COLLEGE NURSING ADVISORY COMMITTEE MEETING

October 19, 2016

Palm Bay Campus 2-4 PM

Meeting Minutes

I. Welcome and Introductions – Attendees were:

Connie Bradley, Health First	Barbara Hartman, Eastern FL State College
Connie Bobik, Eastern FL State College	Gail Kroen, Wuesthoff
Jeanette Bowers, Eastern FL State College	James McNair, Kindred
Sheryl Cost, Career Source of Brevard	Robin Pollard, Eastern FL State College
Suzette Davidson, Wuesthoff Melbourne	Karen Scalise, Eastern FL State College
Debbie Eaton, Eastern FL State College	Maria Stahl, Brevard County Health Dept.
Alex Gutierrez, Parrish Med Center	Jeanette Thompson, Eastern FL State
Mary Hart, Health First	Lisa Truman, Health South SeaPines
Steve Heglund, Univ. of Central Florida	Sandy Uniacke, Eastern FL State College
Debbie Holland, Health First	Bertie Yates
Dr. Paulette Howell, Eastern FL State College	Dr. Annmarie Waite, Eastern FL State College

II. Update on Institute of Nursing (ION) Nursing Programs (C. Bobik)

- a. RN to BSN program (Dr. Howell) –Thank you to all who helped support the programs. Send us letters of support as well to include with the application to the State Board of Education. The BSN program will be hybrid and start with 30. Students can transition into the BSN once licensed. We are still working on curriculum and need space for practicums.
- b. Health Science Building in Melbourne – In place by January 2017, it will house hospital based programs. Kim Scalise will be the simulation guru and will be a resource for all faculty. We are looking at electronic health records. If hospitals can share it would help with documentation. You are all invited to a tour at our open house.
- c. International/Transcultural nursing abroad In Zambia was offered this summer with Dr. Waite and Dr. Steury attending. Six students went for 10 days and visited three hospitals, a nursing home and a kindergarten. They saw a lot of births and trauma. They are starting their own nursing program. Dr. Steury and Dr. Waite will write a paper on their experience. Next year it will be open to 10 students and other health professionals may participate.

III. NCLEX/ Board of Nursing (ION) Report –N/A

IV. **Annual Employer Surveys**

Each year we survey affiliates for the Board of Nursing on the number of grads employed in the last 3 years, job satisfaction, and how many EFSC grads have been taken in on residency programs. Please help us identify ways to help them reach residency.

V. **Clinical Placement/Sites**

Faculty will submit their requests for placement to C. Bobik and R. Pollard to make it more centralized and limit calls to the affiliates.

VI. **Roundtable**

Parrish Medical Center (Alex Gutierrez) We have quite a few students. Hurricane Matthew hit us hard. We are doing a lot of hiring and offering another nursing program in January.

HealthSouth Sea Pines (Lisa Truman) We are an acute care hospital soon to be certified in wound care. We average 60-65 patients daily. We have a new chief operations officer and started a graduate nurse program for CNAs. We have a partnership with Health First and new staffing agencies to get new candidates. We would like to talk to someone as a site location for students.

Career Source of Brevard (Cheryl Cost) We plan to coordinate with all Brevard County education institutions and healthcare companies on what their needs are. We are involved with the Florida FL Nursing Association who has a grant.

Wuesthoff (Gail Kroen) We evacuated to Melbourne from Rockledge during the hurricane. For emergency backup, a bus from Gainesville came to relocate 30-40 patients to St. Cloud. Our document system is changing to PSS with training beginning in November. We are hiring too.

University of Central Florida –(Steve Heglund) UCF admits 100 students every year to the RN to BSN. We have 1000-1200 students mostly online. We have expanded up to 60 faculty and added two new associate interns. We are looking for full-time tenured faculty and non-tenured at Daytona Beach.

Brevard Health Department (Maria Stahl) Thank you hospitals for helping during Hurricane Matthew. The Melbourne Clinic is moving next week starting the 31st to 601 E. University. A new director will be placed in the next month or so. We had 15 cases of the Zika Virus in Brevard County travel related. Any pregnant women can go to the Viera Clinic for testing.

Community (Bertie Yates) The Heart Foundation provides scholarships for nurses and

physician assistants. In May this year the Foundation gave out \$16,000. EFSC students are eligible for the Nancy Misenheimer award. This year's award went to Gladys Ventimilla for \$2,000. Applications are available on line from April 1 to May 15.

Eastern Florida State College –

- Practical Nursing (Jeanette Bowers) NCLEX scores have greatly improved. In January 30 started with room for 40. We hope clinical spaces for acute and long term care are still available for students. Transition is going well with 23 students currently. Another full-time faculty has been hired. We are getting more applicants who want to transition (more LPNs than paramedics).
- Future Nursing Students of America (Dr. Adams, faculty consultant) FNSA members are active in the community at health fairs and on campus. Next Thursday we will attend the Florida Nurses Convention in Daytona. Dr. Waite and Dr. Adams are working on a proposal to adopt a kindergarten school in Zambia.
- A new student union has broken ground at Melbourne campus.
- The accreditation team will be on campus March 7, 8 and 9. We don't know who will be on the team.

Committee Members:

Nicki Andersen - Health First (CC Hospital)	Gail Kroen – Wuesthoff Health Systems	Lisa Truman –Health South
Connie Bobik – Eastern FL State	Edwin Loftin, Parrish Medical Center	Sandra Uniacke – Eastern FL State
Jeanette Bowers – Eastern FL State	James McNair – Kindred	Dr. Annmarie Waite – Eastern FL State
Connie Bradley – Health First Corporate	Dr. Linda Miedema – Eastern FL State	Liz Wilgeroth – Health First
Susan Campbell – Eastern FL State	Shawna Mills – Royal Oaks Nsg & Rehab	Bertie Yates – Consumer
Shannon Cathcart– Wuesthoff Health Systems	Charlotte Neubauer – Univ. Central FL	Barbara Yerves – Life Care Ctr of Palm Bay
Sheryl Cost – Career Source of Brevard	Robin Pollard – Eastern FL State	
Maureen Covelli – Univ. Central FL	Carolyn Powers – Health First	
Kimberly Cribb – Health First (Viera)	Sudandra Ratnasamy – Wuesthoff Health	
Norris Cunningham– Circles of Care	Maegan Riche - Kindred	
Suzette Davidson – Wuesthoff Melbourne	Lisa Rice – Career Source of Brevard	
Deborah Eaton – Eastern FL State	Patti Seibert – Brevard Cty Health Dept.	

Alex Gutierrez – Parrish Medical Center	Barbara Seymour – Health First
Tammy Harding – Eastern FL State	Melanie Shatzer – Health First Ctr for Learning
Mary Hart – Health First	Cordia Simpson – Eastern FL State
Steve Heglund- Univ. Central FL	Rita Spencer – Health Center of Merritt Island
Debbie Holland – Health First	Maria Stahl – Brevard Cty Health Dept.
Dr. Paulette Howell – Eastern FL State	Linda Stewart – Life Care Ctr of Palm Bay
Frances Iacobellis – Univ. Central FL	Jeanette Thompson – Eastern FL State

Recorded by B. Hartman, EFSC Institute of Nursing

Appendix I

CACC Recommendations



DirectConnect to UCF

2016 Annual Report of the Consortium Academic Coordination Committee Central Florida Higher Education Consortium

Purpose:

The Consortium Academic Coordination Committee (CAOC) will review regional plans and needs, with a particular focus on additional baccalaureate degree offerings. Where supported by regional workforce data, the CAOC will add new degrees to a five year master plan that will be submitted to the Central Florida Higher Education Consortium presidents for their approval.

CACC Membership:

The Committee will include the chief academic officer from each state college and two members from UCF appointed by the president and/or provost. A list of current members is found in Appendix A. The CACC is supported by a Workforce Development Committee consisting of one representative of each state college and UCF. A list of current members is found in Appendix B.

Process:

1. Individual Colleges and UCF research potential baccalaureate degrees.
2. CACC members share plans.
3. The CACC commissions the Workforce Development Committee to research the need for the new degrees.
4. The CACC endorses programs where the workforce data supports the need, and none of the members have concerns about the potential degree.
5. Programs where the workforce data does not appear strong, or where members have concerns will either not receive endorsement, or more information may be requested before a determination about endorsement is made.
6. Programs with no concern are added to a regional five year master plan (See Appendix C).
7. The five year plan is submitted to the presidents as part of the CACC Annual Report.

Recommendations for 2016:

The submission of proposals to DOE for baccalaureate degrees in nursing for Eastern Florida State College, Lake-Sumter State College, Seminole State College, and Valencia College were endorsed, with the understanding that Seminole College and Valencia College with UCF will continue offering concurrent enrollment programs.

The submission of a proposal to DOE for a BAS degree Business and Organizational Leadership for Valencia College was endorsed.

The submission of a proposal to DOE for baccalaureate degrees in education for Eastern Florida has been postponed because Eastern Florida and UCF are discussing additional opportunities for collaboration.

Year 1 Activities and Recommendations

Meeting 1: April 29, 2016 at UCF

The Committee reviewed its charge and clarified the work flow process for consideration of new baccalaureate degrees. Jeff Jones of UCF and Susan Ledlow of Valencia were selected as Co-Chairs. The Committee decided to hold meetings after the baccalaureate liaison meetings at the Council of Instructional Affairs for the Florida College System. The group also agreed that because the APPRISE process and approval from SACS takes over a year, Consortium members can submit pre-proposals for new degrees into APPRISE before CACC approval. If the CACC decides that the new degree is not needed, members agreed not to submit the full proposal.

Meeting 2: June 8, 2016 in Cocoa Beach

Committee members agreed upon the principles by which decisions would be made, with workforce need being first on the list of criteria. The Workforce Development team was commissioned, with Nasser He dayat of Valencia and Eugene Jones of Lake-Sumter as co-chairs. The Committee outlined the types of data that might be considered in addition to the publically available labor market data. These included data such as employer surveys, industry reports, and changes in certifications or education levels required for employment. CareerSource Central Florida was invited to the meeting and it was agreed to have representatives of all regions going forward at CACC meetings. Consortium members shared plans for new degrees. The Committee agreed to formally review new proposed degrees in nursing (from Eastern Florida, Seminole, Lake-Sumter, and Valencia), business (from Valencia), and education (from Eastern Florida) at the next meeting, and asked the Workforce Development Committee to begin its research.

Meeting 3: September 12, 2016 in Orlando

The Committee reviewed the workforce data related to job openings in business, and unanimously endorsed the proposal for a BAS Degree in Business and Organizational Leadership from Valencia College. The Committee also reviewed the nursing data from the Workforce Development Committee and supplementary data provided in a Region 12 Nursing Summit. The Deans of Nursing from Eastern Florida, Lake-Sumter, Seminole, Valencia, and UCF were invited as guests to the meeting to present their needs and concerns, especially concerns of the concurrent nursing programs if new BSNs were approved. The Committee decided that more internal dialogs were needed at the respective institutions and deferred the decision until the next meeting.

Meeting 4: October 31, 2016 by Skype

The Committee endorsed the four BSN proposals, with the caveat that Seminole and Valencia would continue their concurrent programs with UCF. It was decided that the three colleges in Region 12 would submit their proposals to DOE together and use the same workforce data. Eastern Florida will submit individually as their workforce data is different. Eastern Florida also reported that they would like to withdraw at this time their baccalaureate in education proposals, as they are working closely with UCF to explore additional opportunities for collaboration.

Appendix B. Workforce Development Committee

Nasser Hedayat, AVP for Career and Workforce Education, Valencia College (Co-Chair)
Eugene Jones, AVP Baccalaureate and Workforce Programs, Lake-Sumter State College (Co-Chair)

Frank Margiotta, Executive Director, Technical and Professional Training, Eastern Florida State College
Angela Kersenbrock, Associate VP, Career and Professional Programs, Seminole State College
Sean Armstrong, Director, Academic Support Services, University of Central Florida
Linda Miles, Representative, Daytona State College
Rob Wolf, College of Central Florida

Appendix J

CACC Approval

From: Emilie Windham [<mailto:Emilie.Windham@ucf.edu>] **On Behalf Of** Jeff Jones

Sent: Wednesday, November 09, 2016 10:00 AM

To: Mark Paugh; Amy Locklear; Miedema, Dr. Linda; Doug Wymer; Laura Ross; Elizabeth Dooley; Dr. Angela Kersenbrock; Sean Armstrong; Beam, Cathy; Dr. Eugene Jones; Margiotta, Frank; Dr. Rob Wolf; Dr. Nasser Hedayat; Dr. Linda Miles

Cc: Jeff Jones; Susan Ledlow

Subject: Report on the CACC Report to the Consortium Presidents

Sent on behalf of Jeff Jones, Vice Provost Regional Campuses

Dear Colleagues:

CACC co-chair Susan Ledlow and I want to report to all of you that yesterday, the consortium presidents unanimously approved the endorsements of the CACC as contained in the attached annual report. This includes the proposed BAS in Business and Organizational Leadership for Valencia, and the proposed BSN degrees for Eastern Florida, Lake-Sumter, Seminole State, and Valencia.

The presidents also instructed Susan and me to prepare a letter - on Central Florida Higher Education Consortium letterhead - that will be signed by all member presidents and available to include with all of these degree proposals being prepared. We are working on the design of that letterhead, and should have a signed letter available to all of you soon.

In addition, the presidents were complimentary of the process we followed, and in fact want to highlight the outcome of the process to other audiences. The fact that our consortium started with workforce data (thanks team!), discussed and deliberated about the evidence, and finally arrived at a mutually-beneficial conclusion was highlighted by the presidents during their discussion.

Thanks to all, and congratulations on a successful outcome.

Best regards,

J. Jeffrey Jones, Ph.D.
Vice Provost for Regional Campuses
University of Central Florida
12201 Research Parkway
Orlando, FL 32826
407-823-5333
Jeff.Jones@ucf.edu



Appendix K

SACS Notification on Prospectus

From: Sarah Armstrong [<mailto:sarmstrong@sacscoc.org>]

Sent: Wednesday, November 09, 2016 10:00 AM

To: Miedema, Dr. Linda; Patricia Donat

Subject: RE: Prospectus needed?

Good morning, Linda,

The Bachelor's in Nursing will be largely comprised of existing approved courses, both in nursing and humanities/natural/social sciences. It does not appear to be a significant departure for the College.

Thanks for checking with us,

Sarah



110 Longwood Avenue
Rockledge, FL 32955

Eastern Florida State College
3865 N. Wickham Road
Melbourne, FL 32935

October 24, 2016

Dear Administrators,

As the Chief Nursing Executive of Wuesthoff Medical Center Rockledge, I wanted to send you this letter to let you know that I will endorse the Eastern Florida State College RN-BSN program.

This program is a great opportunity to continue to promote Nursing and a BSN degree in the local Brevard County community. Wuesthoff Rockledge is proud to already have a student affiliation agreement with Eastern Florida State College.

Wuesthoff Medical Center Rockledge is proud to support and strongly encourages our current staff to always further their education. Having the RN-BSN program at Eastern Florida State College is a great asset for our employees who would like to continue grow in the nursing field.

A Bachelors prepared RN should and will be the minimum required preparation of a RN in the near future. A RN to BSN program provides the RN with a stronger foundation, as it hones in on critical thinking which is so important to our patient care and outcomes. I believe that this could also provide a stepping stone in the pursuit of advanced practice roles.

Sincerely,

A handwritten signature in cursive script that reads 'Pamela Carroll'.

Pamela Carroll
Chief Nursing Executive

Phone: (321) 636-2211 • www.wuesthoff.com

Appendix L

Board of Trustees Meeting Agenda



BOARD OF TRUSTEES MEETING

Public Safety Institute
3rd Floor - Board Room 301
Melbourne Campus
October 17, 2016
9:00 A.M.

AGENDA

CALL TO ORDER

- A. Moment of Silence & Reflection – (Chair)
- B. Pledge of Allegiance – (Chair)
- C. Approval of Agenda – (Chair)

APPROVAL OF OFFICIAL MINUTES OF PREVIOUS MEETING

- A. Minutes, Board of Trustees Meeting – August 15, 2016

PUBLIC COMMENTS

(Public comments will be limited to five minutes unless by prior approval of the Board Chair. Those wishing to make public comments must sign in with the Board Recorder before the meeting is called to order.)

CONSENT AGENDA

- A. Approval of Summary of Income and Expenditures through, September, 2016 – J. Richey, R. Laird
- B. Approval of DSO Financial Reports for Year Ended June 30, 2016 – J. Richey, R. Laird
- C. Approval of Titan Boulevard Realignment Contract – J. Richey, R. Laird
- D. Approval of Textbook Affordability Report – J. Richey, L. Miedema

NEW BUSINESS

- A. Approval of Ratification of Agreement with UFF/EFSC – J. Richey, L. Miedema
- B. Approval of BS Degree in Nursing – J. Richey, L. Miedema

OLD BUSINESS

- A. None

PRESENTATIONS

- A. Student presentation dual enrollment, Summer Towne – L. Miedema
- B. Faculty presentation core scholar program, Dr. Ramona Smith – L. Miedema

DIRECT SUPPORT ORGANIZATION TRUSTEE REPORTS

- A. EFSC Foundation – D. Harris
- B. King Center for Performing Arts – R. Howse

ADJOURNMENT

RE: Support for selected baccalaureate degrees at state colleges within the Central Florida Higher Education Consortium

In 2005, the Central Florida Higher Education Consortium was formed to guarantee students graduating with an Associate of Arts, as well as selected Associate of Science degrees, from Consortium member institutions admission to the University of Central Florida. The resulting transfer program, now known as DirectConnect to UCF, has been identified as a national model of a highly effective transfer program. In its nearly 12 years, the program has proven that it increases access to higher education and prepares our future workforce with in-demand skills.

The Consortium operates within the guidelines of a Regional Operational Plan. With this agreement, Consortium member institutions agree to conduct a collaborative review of new baccalaureate degrees being proposed by any of the six state college members. This review process involves a regional workforce supply-demand gap analysis, advice from local employers, and an extensive review of data shared among the chief academic officers of each member institution.

The Consortium members believe that this review process is thorough, and it is consistent with the members' shared goals of meeting local and regional workforce demands without unnecessary duplication of degree programs.

Four member institutions have asked the Consortium to review proposals to offer RN to BSN degrees. These member institutions are Eastern Florida State College, Lake-Sumter State College, Seminole State College, and Valencia College. Two additional state college members of the Consortium – College of Central Florida and Daytona State College – already offer the RN to BSN degree, as do the majority of other Florida state colleges. The data presented to the Consortium presidents are compelling. The combination of an aging population, an aging nursing workforce, and overall population growth in Central Florida will continue to increase the demand for BSN graduates. These and other data will be included in the Consortium members' individual degree proposals.

Therefore, we the presidents of the seven members of the Central Florida Higher Education Consortium support the proposed addition of Bachelor of Science degrees in Nursing (BSN) at four Consortium member institutions:

- Eastern Florida State College, BSN
- Lake-Sumter State College, BSN
- Seminole State College, BSN
- Valencia College, BSN


DiRECT TO **UCF**

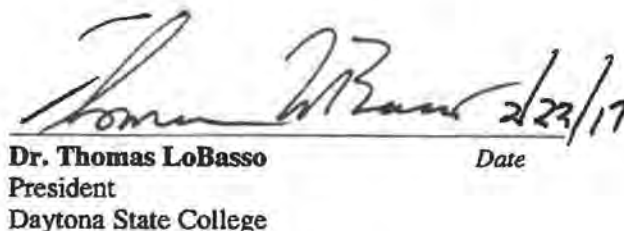
Central Florida Higher Education Consortium
P.O. Box 160060
Orlando, FL 32816-0060
p. 407-823-4547
f. 407-823-1399

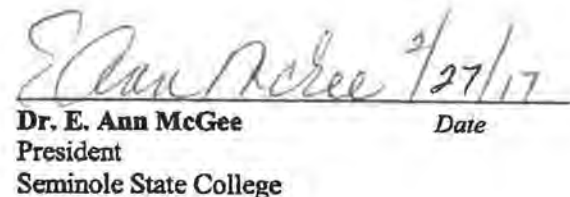
In addition, we unanimously support an additional baccalaureate degree and believe that the data provided in the proposal will show the workforce need:

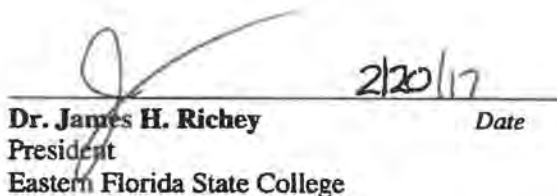
- Valencia College, Bachelor of Applied Science in Supervision and Management

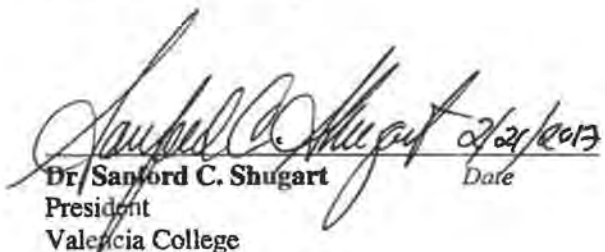
We believe that our actions in reviewing these proposed degrees have followed the intent of our Regional Operational Plan, and we have ascertained that these degrees will meet critical workforce needs by increasing and enhancing the educated workforce of Central Florida.


2/23/17
Date
Dr. James D. Henningsen
President
College of Central Florida

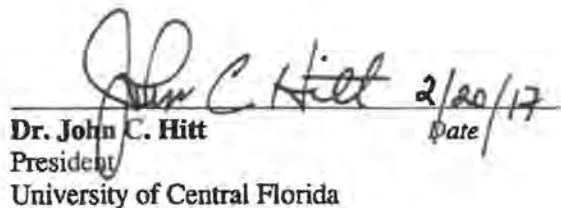

2/23/17
Date
Dr. Thomas LoBasso
President
Daytona State College


2/27/17
Date
Dr. E. Ann McGee
President
Seminole State College


2/20/17
Date
Dr. James H. Richey
President
Eastern Florida State College


2/24/2017
Date
Dr. Sanford C. Shugart
President
Valencia College


2/23/17
Date
Dr. Stanley Sidor
President
Lake-Sumter State College


2/20/17
Date
Dr. John C. Hitt
President
University of Central Florida