

**Mississippi University for Women**  
**College of Nursing and Health Sciences**  
**Baccalaureate Nursing Program**  
**II-INSTITUTIONAL COMMITMENT AND RESOURCES WORKSHEET**  
*Closing the Loop - COVER PAGE*

**Complete the following table utilizing the previous year's IC & R Score Card data, analysis, and follow-up.**

UNIVERSITY, DIVISIONAL AND PROGRAM GOALS	KEY ELEMENT	INT/EXT& PROCESS EVALUATION BENCHMARKS Indicators	ANALYSIS OF BENCHMARKS FROM WORK-SHEET INFORMATION	ACTIONS THAT HAVE BEEN TAKEN OVER THE PAST YEAR TO IMPROVE BENCHMARK SCORE/S THUS IMPROVING PROGRAM QUALIY/ EFFECTIVENESS
Directions: See Page 5-Section 1, if no changes copy and paste from previous year	List the Key Element that the Benchmark helps define	Copy and paste the Benchmark # from the Worksheet	Copy and Paste the faculty analysis from the previous year	Describe what actions have been taken during the past year toward improving the benchmark score. Note dates.

**Previous Year's Scorecard Score (Summer, Fall, Spring):**

**INSTITUTIONAL COMMITMENT AND RESOURCES WORKSHEET  
(FISCAL, PHYSICAL, AND HUMAN)**

**Date Form Completed: October**

**Semester/Year Being Evaluated: Summer , Fall , Spring**

Benchmark	Response		Benchmark Evaluation	COMMENTS
<b>Key Element II-A</b> 1. 100% BSN faculty salaries = AACN Mean.	Yes No		Met Not Met	
2. 100% BSN faculty had the opportunity to provide input into strategic plan/budget.	Yes No		Met Not Met	
<b>Key Element II-B</b> 3. 100% of faculty had the opportunity to provide input into the program's physical resources.	Yes No		Met Not Met	
<b>Key Element II-C</b> 4. Facilities and Services Survey Results <b>University</b> Admission Office & staff Financial Aid Office & staff Student Loan Repayment Program Financial Aid Office (ethical responsibilities) Health Center & staff Health Center resources J.C. Fant Library & staff J.C. Fant Library holdings Registrar's Office & staff Student Success Center (tutoring, study) & staff MUW Writing Center & staff Career Services & staff Counseling Services & staff Community Living (Residence Life) & staff Bookstore & staff Bookstore holdings Police Department (Security) & staff Information Technology Services & staff Public Relations & staff <b>DON</b> Nursing program info consistently applied Classrooms adequate Clinical facilities adequate Classroom temperature Environment of College of Nursing	90% or > Students Respond Positively	90% or > Positive Faculty Comments (Comments from Input)	Met Not Met	<b>Note Here if any changes are necessary in the Facilities and Services Survey</b>

<p>LRC Coordinator  LRC holdings  Computer &amp; media holdings &amp; equipment  Orientation to technology and tech support  Skills Lab Coordinator  Skills Lab holdings  Skills Lab equipment &amp; models  Skills Lab &amp; Simulation Lab  Learning resources &amp; tech  Instructional &amp; non-instructional areas  College of Nursing Building free of pests  College of Nursing Administrative Assistant  Department Secretary  Dean  Department Chair  Academic Advisor  <b>UNIVERSITY MISSION</b>  Participation in Prof. Org  Participation in Community Service  Participation in Women's Emphasis Activities  Participation in Leadership</p>				
<p>5. 90% of students and faculty indicate that the university services and resources are adequate to assist them in meeting the outcomes of the program.</p>	<p>Yes    No</p>		<p>Met    Not Met</p>	<p>Facilities and Services Evaluation by students and faculty.</p>
<p><b><u>Key Element II-D</u></b>  6. The Dean is an RN, has a doctoral degree, is academically and experientially qualified and vested with authority to accomplish outcomes.  7. 100% BSN faculty had the opportunity to evaluate the Dean.  8. The dean consults with faculty and communities of interest regularly.</p>	<p>Yes    No   Yes    No   Yes    No</p>		<p>Met    Not Met   Met    Not Met   Met    Not Met</p>	<p>Dean's curriculum vitae and job description on file in College office.   Plenary faculty meeting minutes and advisory board meeting minutes housed within the College office.</p>
<p><b><u>Key Element II-E</u></b>  9. The BSN Program has sufficient faculty to accomplish the mission, goals, and expected program outcomes.</p>	<p>Yes    No</p>		<p>Met    Not Met</p>	
<p>A. How many faculty members are currently budgeted?</p>	<p>FT Columbus:  FT Tupelo:  PT Tupelo:  Adjunct Tupelo:</p>			

B. How many faculty positions are filled?	FT Columbus: FT Tupelo: PT Tupelo: Adjunct Tupelo:					
10. The BSN Program does not exceed the following faculty/student ratio: Direct 1:10 Indirect 1:15 Overall: 1:15	Columbus # Faculty= #Students= Ratio =	Tupelo # Faculty= #Students= Ratio =	Overall # #Faculty = # Students = Ratio =	Met	Not Met	
11. 100% BSN faculty submitted updated Curriculum Vitae with performance evaluation self-evaluation.	Yes	No		Met	Not Met	
12. 100% faculty are academically (minimum Masters in Nursing) and experientially prepared for the areas in which they teach.	Yes	No	*Attached Faculty Data Form	Met	Not Met	
13. 100% faculty have current RN Licensure on file in Dean's office.	Yes	No		Met	Not Met	
<b><u>Key Element II-F</u></b> 14. 100% Preceptors utilized are academically and experientially qualified for their role in assisting the student achieve the program outcomes. <ul style="list-style-type: none"> <li>• 100% preceptors have the approval of the appropriate supervisor – signature for validation for credentials, appropriate nursing degree with years of experience;</li> <li>• meet expected academic requirements, (Minimum BSN with one year experience);</li> <li>• have the expertise to support student achievement of learning outcomes;</li> <li>• have clear performance expectations communicated to them;</li> <li>• have a supervisor who approves the preceptor responsibilities and who validates the credentials of the preceptor.</li> </ul>	Yes	No		Met	Not Met	Preceptor Data Sheets are maintained in the office as part of the End of Course Report in Columbus.  Preceptor Guidelines are maintained in the office as part of the End of Course Report in Columbus.  Criteria for Preceptor documents are maintained in the office as part of the End of Course Report in Columbus.  Preceptor Evaluations are maintained in the office as part of the End of Course Report in Columbus.  Tupelo Campus requires no formal preceptors in the <i>Advanced Nursing Concepts for the Professional Nurse</i> course.
<b><u>Key Element II-G</u></b> 15. The parent institution and program provide and support an environment that encourages faculty teaching, scholarship, service, and practice.	Yes	No		Met	Not Met	

A. 100% of BSN Faculty has opportunity to be provided with yearly continuing education reimbursement.	Yes	No		Met	Not Met	
B. 100% faculty follows MUW policy for scholarship, service, and practice activities.	Yes	No		Met	Not Met	
C. Faculty comments reflect sufficiency of support.	Yes	No		Met	Not Met	
<ul style="list-style-type: none"> <li>How many faculty positions were vacated during this time?</li> </ul>						
<ul style="list-style-type: none"> <li>What is the faculty attrition rate?</li> </ul>						
D. Faculty attrition rate due to perceived lack of fiscal or physical support is 0%.	Yes	No		Met	Not Met	Exit Interview comments are kept by Department Chair and Dean.
<ul style="list-style-type: none"> <li>Explain reasons for attrition rate - Obtain information from Department Chair (Exit Interview)</li> </ul>						

**INSTITUTIONAL COMMITMENT AND RESOURCES WORKSHEET  
SCORE CARD RESULTS Reported Fall**

SCORE CARD RESULTS: Number of benchmarks met ___ out of 10 total benchmarks =							
<b>Action Plan To Correct Unmet Benchmarks</b>							
UNIVERSITY, DIVISIONAL AND PROGRAM GOALS	KEY ELEMENT	INT/EXT& PROCESS EVALUATION BENCHMARKS	ANALYSIS OF BENCHMARKS FROM WORK- SHEET INFORMATION	COMMENTS & ACTIONS TO BE TAKEN	Resp. Party Group/ Ind.	FOLLOW-UP ACTIONS REQUIRED	TARGET DATE FOR COMPLETION/  Evaluation

**Action Plan To Correct Unmet Benchmarks**

**Note: This data will be transferred to next year's Worksheet Cover Page to provide follow-up documentation (closing the loop).**

Date: Signatures of Faculty assisting with completion of worksheet: (Typed in names will serve as signatures)

Date: 10/2 /15 Signature of Department Chair (Typed name will serve as signature) \_\_\_\_\_ Revised: October 04, Reviewed: October 06, Reviewed: October 07, Revised: 10/13/08, Revised 3/09; Revised: September 6, 2012; Revised: 5/2014; Revised 11/2015, Revised 05/2016; Revised 5/2017; Reviewed 5/2018, Revised 1/2019; Reviewed 5/2019; Reviewed 5/2020; Reviewed 5/2021; Reviewed 5/2022