

Department Strategic Plan

Institutional Strategic Master Plan Goals/Initiatives (2020-2023)

1. Advancing Workforce Development and Training
2. Fostering 100% Student-Centered Success
3. Leveraging Transformational Engagement and Governance
4. Optimizing Resources
5. Modernizing and Expanding Infrastructure and Technology

Department Objectives

1. Achieve expected pass rate goals for programs with industry certification requirements as outlined by program specific regulatory bodies.
2. Enhance recruitment for all Nursing & Allied Health programs and courses.
3. Ensure all Secondary Program and Post-Secondary Industry certificate course curriculum are updated to align with industry needs and standards.

Approved: November 20, 2014

Revised:

Timeline

Year 1: 2020 – 2021

1st Quarter (August 2020 – October 2020)

ISM #	Goal #	Department Objectives	Annual Program Budget Goal	Tasks
1.		1. Ensure secondary curriculum meet industry needs and achieve DCAPS articulation.	To fulfill industry standards.	1. Review course & program curriculum, SLO's, and syllabi to ensure they meet current industry and institutional standards. -Work with CRC to ensure curriculum updates meet requirements for DCAPS and curriculum guidelines.
2.		2. Meet all required reporting deadlines for annual reporting to regulatory boards for nursing.	To reflect consistency with the Guam Board of Nursing Rules & Regulations.	2. Prepare regulatory reports for review by the Deans & at least 2-3 weeks before due date. Ensure data and outcomes reflect pertinent reporting periods.
2.		3. Increase enrollment and pass rates for nursing courses (CNA) in order to get off probational status.	To reflect consistency with the Guam Board of Nursing Rules & Regulations.	3. Collaborate with other departments to schedule or hold college recruitment fairs to increase enrollment for potential students. -Discuss with advisory members, industry leaders and research best practices to enhance and maintain NCLEX-PN and NNAAP CNA first-write exam pass rates.
1.		4. Pursue accreditation for the Medical Assisting program through ABHES.	To fulfill Accreditation standards for medical assisting education.	4. Ensure the SER and PEP reports for accreditation through ABHES meet accreditation requirements to meet the submittal deadline of November 1 st .

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4.	5. Ensure Department and Advisory meetings are held each semester and address the needs of industry.	To fulfill current practice and information that falls in line with industry standards.	5. Hold department and advisory meetings every semester and document discussions through meeting minutes.

2nd Quarter (November 2020 - January 2021)

ISMIP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1.Ensure Program Data Reports are up to date regarding successful passing of certification exams required for national certification or licensure (PN, MA, CNA, EMT), employment or continued education.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	1. Maintain continuous assessments of program graduates regarding successful passing of certification exams required for national certification or licensure (PN, MA, CNA, EMT), employment placements or continued education for higher degrees. -Reach out to recent graduates via phone or email to assess progress of licensing, employment or higher education.
1.	2. Ensure the Medical Assisting SER & PEP is submitted according to the accreditation deadline for ABHES, November 1, 2020.	To fulfill Accreditation standards for medical assisting education.	2.Upload the SER & PEP via drop box to ABHES.
1.	3.Ensure secondary programs reflect current industry information and are updated for DCAPs.	To fulfill current practice and information that falls in line with industry standards.	3.Submit revised DCAPs proposal to align with post-secondary courses.
2.	4.Ensure that there are sufficient faculty to meet student needs for courses.	To successfully meet intended student learning outcomes.	4.Secure & finalize instructors/workloads and outside employment forms for Spring Semester courses.
1.	5.Evaluate the progress of the Paramedic program.	To successfully meet intended student learning outcomes.	5.Follow-up with faculty regarding the progress of paramedic participants. -Ensure all equipment for lab skills is available and ready for use for lab skills course. -Ensure clinical placements and agreements are established connect with

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			clinical affiliate agencies and the School of EMS.
2.	6. Ensure a positive progression of NMC articulation for ASPN program.	To fulfill industry standards and needs.	6. Follow-up with NMC regarding progress of articulation.

3rd Quarter (February 2021 – April 2021)

ISMIP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Provide necessary support to students to ensure that they graduate on schedule.	To successfully meet intended student learning outcomes.	1. Track graduate progress and data for program completion. Provide proper advisement for students to ensure program completion.
2.	2. Evaluate and facilitate the success of first write test takers for the NLCEX-PN (PN exam), NNAAP (CNA exam), NREMT (EMT exam) & RMA (MA exam).	-To successfully meet intended student learning outcomes. -To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	2. Assess the progress of graduates regarding their preparation for certification/licensing exams. -Provide students with access to review courses and online or in person preparatory programs to facilitate readiness for exams. -connect faculty with graduates to provide consistent follow-up and advisement in order to enhance success for licensing and certifications.
1.	3. Review MA accreditation requirements and ensure preparations are secure for accreditation site visit.	To fulfill Accreditation standards for medical assisting education.	3. Create a table to link accreditation standards set out for MA programs and identify any areas of deficiency. -Address any deficiencies. -Prepare all requirements for site visit.
1.	4. Enhance recruitment opportunities to increase enrollment for programs and courses.	To fulfill industry standards and needs.	4. Collaborate with other department faculty for recruitment opportunities. -Provide surveys to students regarding interests for courses and evaluate responses to address student needs. -Put out advertisements for programs via institutional social media accounts.

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2.	5.Ensure the progress of the articulation of the science courses to UOG.	To fulfill industry standards and needs.	5.Hold advisory meetings to discuss the progress of the articulation of the Science courses to UOG and the ASPN program. Document feedback from advisory members.
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4th Quarter (May 2021 – July 2021)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
1.	1.Ensure graduate data is current for regulatory reporting requirements.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	1.Document graduate completion information and data to ensure program completion rates are up to date for program reports. -Update pass rate information for certification or licensing exams.
2.	2.Ensure annual or quarterly reports meet established requirements and deadlines and reflect regulatory board guidelines.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	2. Submit all reports for review by Dean in a timely manner. -Collect graduate/completer data for all programs. Track successes and employment progress. -Evaluate data and cross check reports to reflect current information reflective of program and graduates and regulatory board guidelines.
1.	3.Evaluate recruitment surveys/feedback and ensure program offerings meet current industry needs.	To fulfill industry standards and needs.	3. Discuss recruitment data and feedback with department and advisory members. -review course offerings & curriculum to ensure they are reflective of recruitment & advisory feedback.

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Year 2: 2021 - 2022

1st Quarter (August 2021 – October 2021)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
1.	1. Ensure postsecondary program curriculum are current and reflect current industry guidelines.	To fulfill industry standards and needs.	1. Review course & program curriculum, SLO's, and syllabi to ensure they meet current industry and institutional standards. -Update curriculum if necessary. Submit to the Deans & CRC for review in a timely manner.
2.	2. Ensure secondary and postsecondary program needs are sufficient to achieve the objectives for the school year.	To successfully meet intended student learning outcomes.	2. Conduct assessments and inventory of equipment and supplies for all programs. -Review assessment data for programs and analyze reflected needs. -Document and address needs through department meetings and feedback from faculty and student surveys. -Correlate assessment data with budget objectives and goals.
2.	3. Ensure budget reports/requests are completed and are reflective of program assessment data and submit to the Dean in a timely manner.	To successfully meet intended student learning outcomes.	3. Finalize budget and correlate budget according to assessment and program needs. Submit Budget by specified timeline.

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2nd Quarter (November 2021 – January 2022)

ISM Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Assess/facilitate 2021 PN cohort for NCLEX-PN readiness and program completion.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	1. Prepare cohort for program completion and NCLEX-PN preparation. Monitor pass rates on predictor exams for students. Work with faculty to facilitate confidence for the NCLEX-PN Exam.
1.	2. Ensure program MOU's are current and provide a wide range of clinical opportunities reflective of their prospective industries.	To successfully meet intended student learning outcomes. To fulfill industry standards and needs.	2. Review MOU's and update as needed with clinical facility for all programs. -Establish new MOU agreements with interested clinical affiliates.

3rd Quarter (February 2022 – April 2022)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Ensure the progress and success of MA accreditation objectives and goals.	To fulfill Accreditation standards for medical assisting education.	1. Analyze MA accreditation objectives and standards. -Ensure curriculum and program data are reflective of accreditation standards and are updated accordingly.
2.	2. Ensure program pass rates, retention and all other regulatory requirement data are up to date and reflective of standards.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	2. Obtain pass rate data from licensing office and/or graduates. -Update PN pass rate & CNA data for report to GBNE. -Review rules and regulations to ensure all reporting requirements are addressed.
1.	3. Re-introduction of the Medical Assisting Bill.	To fulfill industry standards and needs.	3. Review latest draft MA Bill and re-introduce draft bill to advisory committee for feedback.

4th Quarter (May 2022 – July 2022)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Ensure the success and progression of the second Paramedic cohort.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	1. Recruit, advise, and assist applicants for the next Paramedic cohort. -Use the first cohort and collaboration with SOE as a guideline for success.
2.	2. Ensure all Annual reports meet and regulatory requirements and are submitted by the deadline for reporting.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	2. Prepare reports to reflect current information for programs. Submit reports to the Deans and regulatory boards in a timely manner.

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Year 3: 2022-2023

1st Quarter (August 2022 – October 2022)

ISM Goal #	Department Objectives	Annual Program Budget Goal	Tasks
1.	1. Ensure accreditation standards for the Medical Assisting program are achieved.	To fulfill Accreditation standards for medical assisting education.	1. Assess and evaluate all program goals and objectives congruent with accreditation standards for Medical Assisting to maintain accreditation of MA Certificate program.
2.	2. Ensure all secondary and post-secondary programs have adequate resources, supplies, and equipment to support the department, program and student needs.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	2. Conduct an inventory of program needs (assessment surveys, supplies, and equipment) to ensure all courses have enough resources to meet student needs for the semester. - Complete budget reports/requests and submit to the Dean in a timely manner.
1.	Enhance recruitment opportunities to ensure that program and course offerings are reflective of current industry needs.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	3. Collaborate with faculty from other departments schedule a recruitment fair for programs and courses. -Conduct a survey for students to understand student interests and needs for the school year. -Hold advisory and department meetings once a semester and document feedback via minutes.

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2nd Quarter (November 2022 - January 2023)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
4.	1. Enhance faculty professional development and work with faculty to promote professional development plans.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	1. Encourage new faculty or LTA to take required courses to become permanent. Foster professional development opportunities for faculty and staff to enhance curriculum and expertise in the field and for the students.
1.	2. Ensure curriculum reflect current industry needs and are updated according to curriculum guidelines.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	2. Review all curriculum and update accordingly. -Correlate curriculum to regulatory guidelines. -Ensure curriculum updates are submitted in a timely manner for review.

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3rd Quarter (February 2023 – April 2023)

ISM Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Evaluate the progress nursing programs (CNA & ASPN) and their alignment to regulatory expectations.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines.	1. Update nursing data (retention and success rates etc.). -Address weaknesses in student progress and success.
1.	2. Evaluate progress of or implementation of the articulation agreements with UOG and NMC.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	2. Update curriculum to reflect articulation agreements. Hold advisory meetings to announce articulations.
1.	3. Assess and finalize the progress of the Medical Assisting Bill.	To fulfill Accreditation standards for medical assisting education.	3. Collaborate to finalize and submit Medical Assisting Bill for legislation. -work with advisory committee for support of bill. -collaborate with the Senator in charge of health care regarding the update and finalization of the bill.

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4th Quarter (May 2023 – July 2023)

ISMP Goal #	Department Objectives	Annual Program Budget Goal	Tasks
2.	1. Analyze student successes and tracking for all programs and ensure the pipeline from secondary to post-secondary programs is being utilized through DCAPs.	To fulfill industry standards and needs. To successfully meet intended student learning outcomes.	1. Conduct a continuous assessment of programs and students achievements and track secondary to post-secondary pipeline through DCAPs.
2.	2. Ensure that PN and CNA programs meet regulatory requirements for timely reporting and standards for program approval.	To reflect consistency with the Guam Board of Nursing Rules & Regulations and other regulatory guidelines. To ensure the achievement of pass rates for program approval.	2. Prepare and submit all reports for annual review to the Guam Board of Nursing. - Update program report data. - Ensure reports reflect current information that is aligned with regulation criteria.

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FY24 Department Goals, Indicators and Outcomes Emergency Medical Technician

DEPT_ CODE	DEPT_ DIV CODE	DEPT_ DESC	DEPT_ FY24 BUDGET	DEPT_ GOAL 1	DEPT_ GOAL 2	DEPT_ GOAL 3	DEPT_ INDICATOR 1	DEPT_ INDICATOR 2	DEPT_ INDICATOR 3	DEPT_ OUTCOME 1	DEPT_ OUTCOME 2	DEPT_ OUTCOME 3
6430	1	EMT		Provide learning experiences for students in various sites consistent with NREMT guidelines that may lead to employment as an EMT or higher education in Emergency Medical Services.	Ensure that curricula reflects current national standards of practice (NREMT guidelines) for national registry in the emergency medical technician field.	Faculty will have necessary resources to successfully meet intended student learning outcomes.	Community partnerships will be established by new or renewed memorandum of agreements (MOAs) with the hospitals sites to enhance clinical opportunities for students in the EMT course.	A compilation of research from industry, SLO data and advisory feedback to guide curriculum changes.	Faculty will assess curriculum and student surveys to determine course needs.	90% of students will indicate based on IDEIA survey results that course/clinical placements and outreach exercises allowed for the development of skills and competencies needed to meet the requirements for national registry.	Curricula will be updated every three to five years as needed according to national standards.	Course and teaching effectiveness will be gauged by IDEIA survey results.

General Fund

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FY24 Department Goals, Indicators and Outcomes Allied Health

DEPT_ CODE	DEPT_ DIV CODE	DEPT_ DESC	DEPT_ FY24 BUDGET	DEPT_ GOAL 1	DEPT_ GOAL 2	DEPT_ GOAL 3	DEPT_ INDICATOR 1	DEPT_ INDICATOR 2	DEPT_ INDICATOR 3	DEPT_ OUTCOME 1	DEPT_ OUTCOME 2	DEPT_ OUTCOME 3
6710	1	6710		Provide learning experiences for all students that lead to employment or continued higher education in the medical assistant field.	Ensure curricula reflect current evidence based practice to remain current with workforce skills and standards.	Ensure faculty have the necessary resources to effectively meet student learning outcomes.	Community partnerships will be established by new or renewed memorandum of agreements (MOAs) with various clinic sites to enhance clinical opportunities for students in the MA program.	A compilation of research from industry, course assessment data, and advisory feedback to guide curriculum changes.	Faculty will assess curriculum outcomes and student surveys to determine course needs.	90% of students will indicate based on IDEA survey results that course and clinical placements allowed for the development of skills and competencies needed by professionals in the medical assisting field.	Curricula will be updated every three to five years or as needed to maintain the standards for medical assisting education and industry needs.	Instruction and course effectiveness will be gauged by IDEA survey results.

General Fund

[illegible]

NAF/Fund 11

[illegible]

GCC

FY2024 NAF Budget Course Fee Request

Department: Nursing & Allied Health

Summer 2022

Course	Enrollment #	Fee	Total
HL131	20	\$66	\$ 1,320.00
HL135	20	\$66	\$ 1,320.00
TOTAL	40		2,640.00

Fall 2022

Course	Enrollment #	Fee	Total
HL131	50	\$66	\$ 3,300.00
HL135	30	66	\$ 1,980.00
TOTAL	80		5,280.00

Spring 2023 (estimated from SP2022)

Course	Enrollment #	Fee	Total
HL131	30	\$66	\$ 1,980.00
HL135	60	\$66	\$ 3,960.00
TOTAL	90		5,940.00

Total Requested 13,860.00

Total Approved

GCC

FY2024 NAF Budget Course Fee Request

Department: Nursing & Allied Health

Summer 2022

Course	Enrollment #	Fee	Total
			\$ -
			-
TOTAL	0		-

Fall 2022

Course	Enrollment #	Fee	Total
NU101	13	\$66	\$ 858.00
			-
TOTAL	13		858.00

Spring 2023 (estimated from SP2022)

Course	Enrollment #	Fee	Total
NU101	19	\$66	\$ 1,254.00
			-
TOTAL	19		1,254.00

Total Requested 2,112.00

Total Approved

FY24 Department Goals, Indicators and Outcomes Practical Nursing

DEPT_ CODE	DEPT_ DIV CODE	DEPT_ DESC	DEPT_ FY24 BUDGET	DEPT_ GOAL 1	DEPT_ GOAL 2	DEPT_ GOAL 3	DEPT_ INDICATOR 1	DEPT_ INDICATOR 2	DEPT_ INDICATOR 3	DEPT_ OUTCOME 1	DEPT_ OUTCOME 2	DEPT_ OUTCOME 3
6730	1	Practical Nursing		To provide learning experiences for students that lead to employment as an LPN and/or higher education in the nursing field.	Ensure that curricula reflect current practice and information that is consistent with the Guam Board of Nursing Rules & Regulations for Licensed Practical Nurses.	Faculty will have the necessary resources to successfully meet intended student learning outcomes.	Community partnerships will be established by new or renewed memorandums of agreements (MOAs) with various clinic sites to enhance clinical opportunities for students in the PN program.	A compilation of research from industry, data of student achievement exams and advisory feedback will be used to guide curriculum changes.	Faculty will assess curriculum and student surveys to determine course needs.	75% or higher of students in each cohort will pass the NCLEX-PN exam.	Curricula will be updated every three to five years or as needed according to updates consistent with the National Council for Boards of Nursing (NCSBN) National Council Licensure Examination for Practical Nurses (NCLEX-PN) and current evidence based standards for practice.	Teaching and course effectiveness will be gauged by IDEA survey results.

General Fund

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