Unit Plan 05-06

Program Analysis 04-05

What did your unit accomplish last year in relationship to the annual planning initiatives? Other accomplishments not related to the annual planning initiatives?
The initiative process helped FHC focus on common goals for the entire unit. There are vast differences among the programs, but strong agreement on working together for the betterment of the entire division.

Initiative 1
Instructional Space Utilization/Expansion and Equipment/Materials
a. new instructional space
b. upgrade instructional, office, storage space
c. improve utilization of existing space
d. new and upgraded instructional equipment/materials

This is a multi-year year project. The simulation mannequins previously purchased are now permanently housed in 4-264. Rooms 104 and 105 were updated with new flooring, tables and chairs. The Nursing and Administrative Office area in Building 4 were deep cleaned and painted. Equipment was purchased for the four smart classrooms that were funded through the unit plan. Intraoral cameras have been purchased. The laptop computers and the necessary soft ware are being acquired allowing students to use digital radiography and electronically chart patient records chair side at three of the eighteen chairs in the dental clinic.

Initiative 2
Additional Classified Staff

The Dental Clinical was allowed to keep the contracted support staff position that was allocated September, 2004. The FTE has been changed from 1.0 to .833.

Initiative 3
Oregon Consortium for Nursing Education (OCNE)

The Nursing Department joined OCNE. Full participation will begin in 07-08. The faculty received curriculum development funds to support the beginning stages of developing a new OCNE curriculum. Nursing faculty are participating on OCNE committees, and faculty meetings are being utilized to discuss issues relating to OCNE.

What are the areas that still need attention?
Inadequate instructional space and storage, lack of smart classrooms, outdated equipment and facilities, and Nursing faculty offices not meeting accreditation and college standards remain a problem. There are insufficient support staff to meet the needs of the faculty and students.   Simulation technology will need support in terms faculty training, curriculum development, and a Sim Lab Coordinator.   Eventually Nursing, Respiratory Care (RC),

Emergency Medical Technology (EMT), Paramedic, Medical Office Assisting (MOA), and Dental Hygiene (DH) programs will be using this technology.

Considering your responses to questions 1 & 2 and emerging needs and demands, what are your plans for next year? This conclusion should be the foundation on which initiatives are built.

While some progress towards the three initiatives from 04-05 has been made, more needs to be done. Simulation technology is in the beginning stages and will take staff commitment as well as resources to fully implement. Curricular issues related to fast changing knowledge, technology, and outside accreditation bodies will be demanding more time and attention.

Annual Program Plans:
1)   Initiative Title: <u>Instructional Space Utilization/Expansion and Equipment/Materials</u>

<u>Division Priority   1</u>

      a. new instructional space
      b. upgrade instructional, office, storage space
      c. improve utilization of existing instructional space
      d. new and upgraded equipment/materials

2)   How is the initiative linked to your Program Outcomes Analysis for 2004-2005?

The medical field is changing at an exponential pace. New technologies and instructional methods require appropriate facilities and personnel training. Building 4 has become a hindrance to the utilization of contemporary strategies. The configurations of the classrooms are less than optimal. Often students have to sit on hospital beds because there are not enough chairs. There are more students than can be accommodated without using classrooms in other buildings on campus. Audio-visual equipment to support instruction is not permanently installed. There is no space for expansion within the building. While the new furniture put in rooms 104 and 105 accommodates the students more comfortably, there are now fewer seats which negatively impacts FTE. Four smart classrooms for Building 4 were funded through the Unit Planning process. The equipment to support these classrooms has been ordered but awaits installation. A proposal to expand the Nursing – Administrative Office complex into the adjacent college computer lab did not materialize. The college and the state funded expensive simulation equipment. During the summer (2005) 4-264 was converted to a Simulation Lab. This lab is a welcomed addition, but did eliminate the room from use as a general classroom.

Simulation equipment brings challenges of training faculty how to use it, having the faculty develop curriculum incorporating simulation, security, and scheduling. Experience at other colleges has shown that it can be a waste of the resource if the high tech simulation technology appointed lab is not staffed with at least one full-time nursing instructor. Having a simulation mannequin funded, led to further research into this technology. A faculty member developed her sabbatical leave focusing on simulation. Small numbers of FHC faculty have been able to participated in State sponsored simulation training as well as training provided by Laerdal the manufacturer of the manikin. The skills and knowledge gained during the sabbatical and the various trainings are extremely beneficial. It gives the division a better understanding of the challenges that lie ahead as well as a more realistic vision of how we might use this technology to improve and possibly increase the size of our health occupations programs to meet growing community needs. Challenges still remain in training all the Nursing, Respiratory Care, Emergency Medical Services, and Medical Office Assisting faculty in the use of the equipment, developing the necessary curriculum to support simulation technology for these programs, and financial support for a simulation technology laboratory coordinator position.

The dental programs need to implement digital radiography and patient charting at the chair side. Some of the equipment to do this was funded through the unit planning process. Since there are 18 chairs in the Dental clinic, 15 additional laptops and one intraoral camera are needed. The two cameras have been ordered. This new dental management software

includes digital radiography, intraoral photography, dental and periodontal charting, and patient scheduling. HIPAA regulations require privacy in display and viewing of patient information which can be accomplished with laptops at the chair side. Presently, patients and students are not able to view x-rays at every dental unit. There are additional equipment needs to keep the dental clinic start of the art.

3)   Describe the initiative
How does this project articulate with the college's vision, mission & goals and contribute toward meeting   the President's/Board's approved goals?
Directly supports the vision; the mission of professional technical education; the core values of learning, innovation, collaboration and partnership of the college; and the strategic directions of transforming student's lives, the learning environment, and college operation.

Why do it?
The current space in Building # 4 is a hindrance to teaching and learning. The Family and Health Careers curriculum is laboratory and equipment intensive which needs appropriate instructional space, storage, and security. Not enough of the correct size classrooms are available at the times needed. Nursing courses need a varying number and size of classrooms at different points in time throughout the term. The EMT, nursing, and respiratory care laboratories need to be brought into the 21st century. Currently there is no capacity for computerized bedside charting. FHC received Carl Perkins and Oregon State funding for simulation technology equipment, which has been moved into 4-264. While the simulation lab is necessary, 4-264 is no longer available for general classroom use. The computer lab can no longer keep up with the curricular demands.

As instruction methods utilize more and more technology, the classrooms need to be updated to facilitate the use of industry compliant equipment. The Family and Health Careers courses are skill intensive which require extensive use of audio-visual, technical materials, and supplies in a variety of forms. The programs and equipment change frequently, are very expensive, and need to reflect community standards. A method of cutting costs is to work in a consortium and offer/receive instruction via distance learning, internet access, and interactive instruction. While upgrades have been initiated in some of the classrooms in building 4, all classrooms need to be upgraded with the following: adult size tables and chairs, TV/VCR/DVD, Power Point projector/computer, V-Tel, ELMO projectors, wireless internet, and white boards. Having access to needed electronics in the classroom and appropriate support from faculty and staff would allow the student experience with a variety of technologies that would be encountered in the work place, expand the instructional methods options available to the faculty, and ensure that all classes have equal access to appropriate equipment as needed. This initiative would address the space, storage, and instructional equipment problem for staff and instructional needs; match the learning environment to the learning outcomes; provide better access to the needed equipment for classes; and afford the students instructional opportunities better aligned with real world settings.

What is the need or intended use?
Provide student labs, classrooms, storage, and offices; facilitate instruction, student learning, and student outcomes; and apply current technology to patient care and student outcomes.
U:\Unit Planning\2005-06\PDF\Word.Excel Combined\FHC.DOC

What will the product of this initiative be?
A new acute care laboratory suite, additional classrooms of the appropriate sizes, an additional computer lab, upgraded Nursing, Respiratory Care, Emergency Medical Technology/Paramedic, Medical Office Assisting labs, the Dental Clinic, and appropriate utilization of space, including storage areas.   Nursing offices meeting size and privacy standards. Upgrade all instructional areas into smart classrooms with V-Tel capabilities.

Is it feasible?
This initiative has four components.

A. New instructional space would be the most expensive and problematic given the current economic conditions of the college.   This initiative would require funding outside of the FHC budget such as a bond fund, a capital fundraising project, or college rotating upgrade funds. The division feels that it is important that long term needs be addressed in this plan. An acute care laboratory suite to house EMT/Paramedic, Nursing, and Respiratory Care is being proposed. Two classrooms are needed that would accommodate 100 students, and an additional computer laboratory for 35 students, and two simulation laboratories and two debriefing rooms that would accommodate 10 students for debriefing of simulation scenarios.

B. Upgrade instructional, office, and storage space will necessitate additional resources. Parts of building 4 have never been upgraded. To address health and safety issues, the classroom carpets need to be replaced in the remaining carpeted rooms. This was completed in rooms 104 and 105 over the summer (2005). Counter tops and cupboard areas in some labs need to be upgraded.   Improvements were provided with support from Facilities Management Team's (FMT) to paint and deep clean the Nursing – Administrative Office area. This work did a lot to brighten the area; however the offices remain about 40 sq. ft. and lack privacy. This is the second time that the Oregon State Board of Nursing (OSBN) has sited Lane for nursing offices not meeting OSBN accreditation standards.

C. Improved utilization of space can be addressed with the conversion of our standard classrooms to "smart" classrooms with appropriate video and computer technology installed in several of these classrooms. This process has begun on four classrooms, but all classrooms need to be "smart". Room 4-264 was assigned to the division on a permanent basis for use with simulation technology.

D. New and upgraded equipment and materials are needed on an ongoing basis. Equipment/materials are being requested annually and the division received funding from the state for a Sim Man and intraoral cameras.

What would the campus location of this request/project?
Building # 4 and additional space close by.

How many students (per year) will benefit?
2,385 students.

How will students benefit?

- Lab situations that simulate real work stations would facilitate student success on board exams and in the job market.
- Be able to fully implement the simulation equipment capabilities with trained faculty and appropriate curriculum. Use simulation equipment that has been well integrated into the curriculum.
- Increased access to technology-based learning via textbook website learning options, and specialized computer programs and applications.
- Equipment in the classrooms as needed for instruction.
- Audio-visual materials that enhance student learning.
- Classroom sizes appropriate to ensure meeting student demand for the classes and to promote a proper learning environment.
- Having space and privacy when consulting with Nursing instructors.

4)   Describe the resources needed

The college has made a Health and Wellness Building a priority. FHC is identifying space needs related to current and projected enrollments and programs. At this point in time, space and equipment identified is of immediate need. The equipment requested would meet current needs as well as fit into the proposed new structure. Costs requested in this funding cycle are identified on the funding source grid.

- Money for the building, remodeling, furnishing the labs; specifically the acute care lab, two new simulation labs and a new computer lab; Nursing offices that meet OSBN standards.
- Training in the use of simulation technology is in the beginning stages and needs to expand to include all Nursing, Respiratory Care, Emergency Medical Technology/Paramedic, Medical Office Assisting, and Dental Hygiene faculty.
- Developing new curriculum to support simulation technology.
- Expertise from campus personnel as well as outside sources in classroom and lab design, cost estimations.
- Money to upgrade furnishings, instructional equipment and materials, audio-visuals, and computer programs.

5)   List the possible funding sources

List the possible funding sources

TACT, Carl Perkins funds, increase in general fund monies as available, capital outlay, bond measure, State funding, and foundation building campaign.

Can this project be partially funded?

Yes, starting with an upgrade for one room at a time would be of benefit for student learning. Upgrading and purchasing instructional equipment and computer programs spreads out costs over several years. The division will be asking for funds for equipment that can be used now and would be an integral part of a new lab. Requests for upgraded educational equipment and instructional resources are being made over several years.

If so, what minimum cost?
The costs requests for this year are included in request for funding grid.

TACT Funds
The technology related equipment requested would maintain existing technology and increase student access. The medical field is rapidly changing and the division would have the cutting edge technology necessary for instruction. New computer programs would assist the students in meeting the outside accrediting bodies standards as well as simulate experiences encountered in the work place.

Carl Perkins Funds
The programs in FHC are open to all students and include special populations. This request would support Carl Perkins goals I through V.

6) **Provide ORG & PROG codes**
- ORG codes would include each of our professional technical programs: 661100, 661200, 661300, 661410, 661500, 661600, 661700, 661800
- PROG codes are for professional/technical programs: 112000

1)   **Initiative Title:** Additional Classified Support Staff   Division Priority   2

2)   How is the initiative linked to your Program Outcomes Analysis for 2004-2005?

The FTE for support staff for FHC was reduced during recent budget cuts. The support staff was stretched thin at the time that a new computer system was being implemented. The faculty had to do more of their own clerical work. The addition of simulation technology across the health curriculum, joining OCNE, increased federal reports for the Child Development Center, and moving the FHC student application process from Enrollment Services to FHC will increase the need for more clerical support.

3)   Describe the initiative
How does this project articulate with the college's vision, mission & goals and contribute toward meeting the President's/Board's approved goals?
Directly supports the mission of professional technical education; indirectly supports core values; directly supports the strategic direction of college organization; indirectly supports strategic directions of transforming student's lives and the learning environment.

Why do it?
During the recent budget cuts, Family and Health Careers lost general fund support of the equivalent of 2.75 FTE in classified support staff. The 1 FTE support staff position cut in the Dental Clinic was replaced in the summer of 2004. Due to personnel changes during the summer of 2005, the FTE for the Dental Clerk is now .833. Given the nature of the programs, the division has specific support staff needs that are in addition to the normal clerical needs of faculty.   These activities are clerical support intensive. The division has nine programs with all of them having a separate application process. The division did receive funding on a one-year trial basis to take on the task of processing all of the student applications for the FHC programs. It is anticipated that the there will be additional student traffic in the FHC administrative office area and phone calls to the division due to this change in application processing. The Child Development Center is a component of the Early Childhood Education program. The center provides child care for 80 families and about a hundred children each year. The children are placed in four different centers based on age with separate scheduling and reporting processes. In addition, federal and state reporting has increased in recent years. The students in the dental clinic see an estimated 2,500 potential patients a year. The Nursing, Respiratory Care, Emergency Medical Technician/Paramedic, and Medical Office Assisting programs run skills labs, and Emergency Medical Technician/Paramedic faculty conducts testing for the state. These labs require classified personnel to provide equipment, equipment maintenance, scheduling, and extensive purchasing. The strain on the remaining classified personnel to provide these services is extreme. They are required to do extensive and creative scheduling to meet the requirements of the classified contract and this does result in reduced services to students, staff and the public. Fewer support services are being offered directly to the faculty. The faculty is expected to pick up more and more clerical duties on top of their teaching responsibilities. While this might be a short term solution, more support should be made available so the faculty can devote their energies to teaching. FHC has excellent programs with students having high pass rates on national tests as well as being sought after by employers. More support staff would allow the faculty to do what they do best

U:\Unit Planning\2005-06\PDF\Word.Excel Combined\FHC.DOC

and maintain the integrity of the programs. One (1) additional FTE would allow some of the necessary services to be provided at an estimated cost of $48,700.

What will the product of this initiative be?
One (1) additional contracted classified support staff position.

What is the need or intended use?
Provide the appropriate level of classified support service needed by students, faculty and the public in addition to meeting the needs of the college.

Is it feasible?
Yes, qualified personnel are available.

What would the campus location of this request/project?
Building # 4.

How many students (per year) will benefit?
2,385 students, 500 student applicants, and 80 families and their 100 children enrolled in the Child Development Center.

How will students benefit?
Faculty will have more time to devote to instruction. The evaluation of students applications to FHC programs would be better supported. Child Development Center families and the center's federal reports would be given the necessary attention. Laboratory experiences will be more positive and less 'harried' for student learning.

4)   Describe the resources needed
1.0 FTE is an estimated $48,700. Please see funding source grid.

5)   List the possible funding sources
General fund, Carl Perkins, or increase and diversion of student lab fees to pay for clerical help.

Can this project be partially funded?
Yes, addition of .2 FTE for the individual evaluating the division's application and an additional .2 FTE for the Child Development Center's classified staff would greatly take the pressure off the support staff and provide a more acceptable level of service. The FTE being added to two existing positions familiar with the work maximize effectives.   See funding spreadsheet.

TACT Funds
N/A

Carl Perkins Funds

This initiative provides the support needed for the smooth operations of all programs in FHC, which are open to all students and include special populations. This request would support Carl Perkins goals I through V.

Curriculum Development Funds
N/A

6)   Provide ORG & PROG codes
ORG 661001 & PROG 112000

1)   Initiative Title: Joining the Oregon Consortium for Nursing Education (OCNE) as a full member by Fall 2007.   **Division Priority   3**

2)   How is the initiative linked to your Program Outcomes Analysis for 2004-2005?
The OCNE is a consortium of most of the Associate Degree Nursing programs throughout the state of Oregon and the Nursing program at Oregon Health and Sciences University. When fully implemented, there will be standardized nursing curriculum among member schools with direct transition from the Associate Degree Nursing program to the transfer to Oregon Health Sciences University (OHSU). Lane's Associate Degree of Nursing (ADN) students who graduate will be seamlessly transitioned into OHSU's Bachelor's Degree in Nursing (BSN) program. The students will have senior status and will be able to take all necessary courses in Eugene.   The nursing faculty has voted to join the OCNE. Faculty are serving on OCNE committees, in the process of developing the new application process, and making necessary curriculum changes to comply with the consortium standards. This effort has created workload issues for the Nursing Program Coordinator position which needs more than .5 FTE for coordinating duties to insure the initial and continuing success of OCNE.   The Nursing program received funding through Carl Perkins to purchase a test bank data base. One of the Nursing faculty is currently taking sabbatical leave centering on the development and use of the test bank data base. Use of the statistics with the data base will help insure that the new curriculum is appropriate for student learning outcomes.

3)   Describe the initiative
How does this project articulate with the college's vision, mission & goals and contribute toward meeting the President's/Board's approved goals?
Directly supports the vision, the mission of professional technical education, and the core values of learning, diversity innovation, collaboration and partnership, integrity, and accessibility and the strategic directions of transforming student's lives, the learning environment, and college organization.

Why do it?
Lane's Nursing program would be a full member in OCNE starting in 2007-08. This would facilitate Lane's nursing students transferring to ADN programs throughout the state as well as acceptance into OHSU's BSN program.

What will the product of this initiative be?
Lane's Nursing program's full compliance with the OCNE rules enhances student accessibility by a standardized application process, prerequisites, general education, and nursing courses that are consistent with those required by the other OCNE programs throughout the state.

What is the need or intended use?
Meet admissions, curriculum, evaluation standards, and other membership obligations.

Is it feasible?
Yes, the nursing faculty can do this work if they are adequately compensated through curriculum development funds, sabbatical leaves, and additional workload hours. Some but not

all of these hours would fit into the 15% committee work required of staff as part of the faculty contract.

What would the campus location of this request/project?
Building # 4.

How many students (per year) will benefit?
Approximately 150 nursing students plus about 250 students applying to the nursing program.

How will students benefit?
Lane's nursing students will be able to transfer to any other OCNE program in the state, and will easily transition into OHSU's BSN program at either the fifth term transfer point or after completion of the ADN and complete the BSN on Lane's campus.

3)   Describe the resources needed
Curriculum development, travel to meetings, support for simulation technology, continued support for the Nursing testing data bank, and permanent increase of the FTE for the coordinating portion of the Nursing Program Coordinators workload. This would also include some temporary adjustment in faculty workload. Please see funding source grid.

4)   List the possible funding sources
Carl Perkins, TACT, and Curriculum Development. In addition, the Consortium has been successful in attracting grant money to do the groundwork on the new curriculum and continues to search out large grants to facilitate the continuation of the curriculum work, development of learning materials, and training of faculty.

Can this project be partially funded?
No, the program will be fully implemented in the Fall of 2007. The curriculum must be in place by then.

TACT Funds
Funding is needed for the continued support of the Simulation Lab's additional laptops and upgrades for the programs that operate Sim Man plus support for the testing computer data bank.

Carl Perkins Funds
The programs in FHC are open to all students and include special populations. This request would support Carl Perkins goals I through V.

Curriculum Development Funds
The admission process as well as the curriculum will need revisions to align with the OCNE. These curriculum revisions will have Lane's curriculum in line with the other consortium members and will facilitate transfer from one OCNE ADN program to another as well as articulation into the OHSU BSN program. Nursing faculty will be required to revise all learning modules to be in compliance with the OCNE curriculum. In order to prepare for this change,

faculty must participate in statewide OCNE activities and rewrite modules based upon backward design learning.

5)   Provide ORG & PROG codes
661001 and 661100

1)   Initiative Title: <u>Curriculum Development</u>   <u>Division Priority   4</u>

2)   <u>How is the initiative linked to your Program Outcomes Analysis for 2004-2005?</u>
To use the simulation technology made available to FHC through Carl Perkins and the Simulation Alliance grant, curriculum will need to be developed to incorporate this technology into Dental Hygiene, Emergency Medical Technology/Paramedic, Medical Office Assisting, Nursing, and Respiratory Care. Curriculum changes are made in programs to maintain currency and meet accreditation standards. Recent changes have lead to a decrease in FTE. New courses that respond to the changes in the field, accreditation, student competency, and to mitigate the drop in enrollment need to be developed. Methods of delivering instruction would be expanded in the areas of distance education and on-line classes. The demographics of the FHC students as well as the patients/clients they will serve upon graduation are changing. Cultural competency must be woven into the curriculum and FHC's increasing diverse students and staff need adequate support.

3)   <u>Describe the initiative</u>
How does this project articulate with the college's vision, mission & goals and contribute toward meeting the President's/Board's approved goals?
Directly supports the mission of professional technical education; indirectly supports core values; directly supports the strategic direction of college organization; indirectly supports strategic directions of transforming student's lives and the learning environment.

Why do it?
Reviewing curriculum is a continuing process. The Nursing program is slowly incorporating simulation technology into their course work. More curriculum needs to be developed by Nursing faculty to effectively use this tool.   Students in Emergency Medical Services/Paramedic, Medical Office Assisting, Respiratory Care, and Dental Hygiene will also benefit from the use of simulation technology. Much curriculum work needs to be done in these areas before the technology can be used in the classroom. Bedside patient charting for Nursing and Respiratory Care students is needed to prepare students for their clinical experiences and employment.   Dental Assisting and Dental Hygiene will be using the new intraoral cameras and patient charting chair side.   These new technologies are being incorporated into the curriculum and require supporting curricular content. Dental Hygiene is beginning a review of their curriculum and assessment mechanisms to measure achievement of instructional content and rubrics. As the Early Childhood Education program moves toward National Association for Education of Young Children (NAEYC) accreditation, curriculum will need to be aligned with those standards. Course offerings in distance education and on-line need expanding to increase FTE. Dental Assisting, Dental Hygiene, Emergency Medical Technology/Paramedic, and Medical Office Assisting will be reviewing curriculum as they prepare for specialized accreditation site visits. Finally, cultural competencies become more important as the demographics of the nation changes.

What is the need or intended use?
Meet accreditation standards, changes in the field, incorporate simulation technology, address diversity issues, mitigate decline in enrollment, and expand course delivery methods.

Is it feasible?
Yes, the faculty constantly update classes as well as make major curriculum changes.

What would the campus location of this request/project?
Building # 4.

How many students (per year) will benefit?
2,385 students and the 100 children enrolled in the Child Development Center.

How will students benefit?
The curriculum will be better aligned the latest changes in the profession preparing the students for what they will encounter in the workforce.

4)   Describe the resources needed
Curriculum development funds, materials, supplies, and equipment to support the curriculum changes. Please see funding source grid.

5)   List the possible funding sources
Carl Perkins, TACT, and Curriculum development.

Can this project be partially funded?
Yes, the most critical changes could be implemented first.

TACT Funds
Additional computers along with the supporting software are needed to fully implement digital radiography and patient charting chair side in the dental clinic and patient charting bedside in the acute care setting. Software meeting industry standards is needed for Health Records Technology (HRT). Respiratory Care needs additional student software to enhance student learning.

.
Carl Perkins Funds
The programs in FHC are open to all students and include special populations. This request would support Carl Perkins goals I through V. All of the FHC programs are equipment intensive and need start of the art equipment to support the curriculum.

Curriculum Development Funds
Curriculum development funds are needed to support the necessary curriculum changes. Some of these changes will result form outside accreditation visits that will occur in 05-06 for Emergency Medical Technology/Paramedic and Medical Office Assisting (MOA) and for Dental Assisting (DA) and Dental Hygiene (DH) in 06-07. Nursing has curricular needs to meet

OCNE standards. Respiratory Care is realigning curriculum to mitigate the lost of their paid clinical instructors.

6)   Provide ORG & PROG codes
661001 and 661100

7)   Advisory Committees
For programs that have advisory committees: What plans do you have for working more effectively with your Advisory Committee?

Dental Hygiene
Use more specific strategies to collect information at meetings and seek more advise from members for the following tasks:
1. Review and use advisory committee goals as direction for advisory committee activities
2. Seek input on application of wireless computer technology in the dental clinic, EagleSoft dental management software within the curriculum and implementation with patients.
3. Promote the program and occupational education within the community.
4. Advise the faculty and staff of program trends in the profession.
5. Advise faculty on: appropriate instructional equipment, dental office visitation sites and extramural community dental health activities.

Early Childhood Education
In order to get a broader and more diverse range of information from our stakeholders, we successfully recruited additional members to our board this year. We added two new community members as well as two new Child Development Center parent representatives, and two new student representatives. Based on ideas gained from attending the annual PTECC Breakfast meeting, the Committee chair and coordinator put to our board the idea of working on ways to better track our ECE students after they leave the program. The board agreed this would be the focus for this year, with an emphasis on finding out how well the curriculum our students learn and practice in our program matches the needs of community child care centers. We are working on developing a questionnaire that both our students and their future employers will find user friendly and will give the LCC ECE department the information it needs. We have also decided to work as a larger group on this, rather than in sub-committees since that seems to be more effective for our board.

Emergency Medical Technology/Paramedic
The advisory committee is exploring having an interview be part of the Paramedic application process. The members would offer suggestions for questions and participate in the interview process.

Health Records Technology / Medical Office Assisting
The Advisory Board for both the Health Records Technology Program and the Medical Office Assistant Program are critical to the success of our programs and our students. We rely on the assistance of the members in program design and evaluation, as being our liaisons with the community and the business world. To work more effectively with our committees, we plan

on using more communication. Not only will we communicate at our regular quarterly meetings, but we will communicate with the chairmen of these committees on a monthly basis. We will listen attentively to the feed back given by the committee, in order to make sound decisions for our programs.

Nursing
1. The membership of the Advisory Board has been enlarged to more fully represent interests and community focus toward the nursing program. Additions include a recent graduate of the program, the retired program coordinator, and a greater outpatient health care focus members.
2. Advisory Notebooks for new members of the board will be provided in orientation.
3. Goals will be established at the first meeting to guide activities and improve evaluation of the board's agenda.

Respiratory Care
The Respiratory Care Program plans to involve the Advisory Committee in establishing and working on achieving yearly goals to improve the education and outcome of the students enrolled and graduating from the program. Feedback from committee members aid in guiding curriculum adjustments and revisions in lecture, laboratory and clinical courses. They also support the program by supplying current equipment and providing space for laboratory sessions, recommending guest speakers and instructors, giving clinical and cooperative education opportunities to our students, and encouraging our graduates to participate and succeed in their credentialing examinations.

Lane Community College
Unit Planning: Instruction & Student Services
Family & Health Careers Division

VP/AVP/ED Responsible	Division/Unit	Division Priority	Date of Initiative	Expected completion date	Initiative Title	Resource Description	$$	Recurring / Nonrecurring	Resource Type (mark with an "X")				Funding Sources (mark with an "X")						
									Payroll	Equipment	Space	Other	Existing	New Gen Fund	Carl Perkins	Stud Tech Fee	Curr Dev	Recruitment	Other
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Replace 6 clinic Computers to Windows XP	$5,070.00	N		X				X	X				
PL	Family & Health Careers/RC	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Easy One Spirometer Pulmonary Function Device for Respiratory Care Lab & Mouthpieces for Spirometer	$2,476.00	N		X				X	X				
PL	Family & Health Careers/RC	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	3 PCs For student use in RC Lab: internet research, self assessment exams, self paced instructional CD Rom programs	$3,600.00	N		X				X	X	X			
PL	Family & Health Careers/EMT	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Adult Airway Management Trainer with Stand (2)	$1,370.00	N		X				X	X				
PL	Family & Health Careers/NSG	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	12 laptop computers for bedside in Nursing Lab and SimLab for simulated use for med administration, charting, and for student use in class.Include locks, software	$10,800.00	N		X				X	X	X			
PL	Family & Health Careers/MOA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Anatomic models	$3,500.00	N		X				X	X				
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Replacement for Radiographic Film Processor	$5,600.00	N		X				X	X				
PL	Family & Health Careers/DA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	ELMO teaching cart for downstairs	$6,000.00	N		X				X	X				
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Disability Dental Equipment for patient care of the disabled in the dental clinic	$2,000.00	N		X				X	X				
PL	Family & Health Careers/RC	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Assorted Instructional Video & CD Rom Programs To support lecture & lab sessions and self paced instruction	$5,000.00	N				X		X	X	X			
PL	Family & Health Careers/NSG	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	3 portable suction units and 3 portable compressed air tanks with regulators to use as Oxygen in demos	$1,800.00	N		X				X	X				
PL	Family & Health Careers/DA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	1 DXXTR w/ human skull	$5,800.00	N		X				X	X				
PL	Family & Health Careers/NSG	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Noel - childbirth simulator for alternate OB experience	$3,595.50	N		X				X	X				
PL	Family & Health Careers/NSG	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Software and monitor upgrade for SIMMAN	$1,864.50	N		X				X	X				
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Portable Dental Unit	$5,600.00	N		X				X	X				

VP/AVP/ED Responsible	Division/Unit	Division Priority	Date of Initiative	Expected completion date	Initiative Title	Resource Description	$$	Recurring / Nonrecurring	Resource Type (mark with an "X")				Funding Sources (mark with an "X")						
									Payroll	Equipment	Space	Other	Existing	New Gen Fund	Carl Perkins	Stud Tech Fee	Curr Dev	Recruitment	Other
PL	Family & Health Careers/MOA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Replace outdated 20 yr old Transcription tapes	$2,500.00	R		X				X	X	X			
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	6 Wireless Mobile Laptops for Clinic with docking / charging station to implement paperless dental charting system chairside. Long range plan to include all 18 clinic stations.	$10,000.00	N		X				X	X	X			
PL	Family & Health Careers/DA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	3 dental chairs with contained water (asepsis pkg) for dental lab & 3 Dr stools	$24,000.00	N		X				X	X				
PL	Family & Health Careers/DH	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Video Library: Special Needs patient CDROM and Video	$1,500.00	N				X		X	X				
PL	Family & Health Careers/DA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Video/ CD library for student use - specialty procedures	$650.00	N		X				X	X				
PL	Family & Health Careers/NSG	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Simulation manikin for pediatric experiences	$21,735.00	N		X				X	X				
PL	Family & Health Careers/DA	1	7/1/2006	6/30/2007	Instructional Space Utilization/Expansion & Equip/Materials	Replace 32+ yr old linoleum and flooring in dental lab	$23,000.00	N			X			X					X
PL	Family & Health Careers	2	7/1/2006	N/A	Additional Classified Support Staff	Additional .2 FTE application processing & additional .2 FTE Child Development Center	$21,101.00	R	X					X	X				X
PL	Family & Health Careers	2	7/1/2006	N/A	Additional Classified Support Staff	1.0 fte level 7	$51,173.00	R	X					X					
PL	Family & Health Careers/.NSG	3	7/1/2006	6/30/2007	OCNE	Additional .2 FTE for the time alloted to the coordinating duties of the Nursing Program Coordinator	$21,101.00	R	X					X	X				X
PL	Family & Health Careers/.NSG	3	7/1/2006	6/30/2007	OCNE	Curriculum development funds for curriculum revisions associated with the OCNE curriculum. (20 @ 26.44 hours x 5 instructors inc OPE)	$3,707.00	N	X					X			X		
PL	Family & Health Careers/NSG	4	7/1/2006	6/30/2007	Curriculum Development	Curriculum development $ to to develop 2 cr Intro to Health Occupations (100 hrs @ 26.44/hr) inc OPE	$3,707.00	N	X					X			X		
PL	Family & Health Careers/RC	4	7/1/2006	6/30/2007	Curriculum Development	RC Program Curriculum adjustment, 100 hours @ 26.44 inc OPE	$3,707.00	N	X					X			X		
PL	Family & Health Careers/DH	4	7/1/2006	6/30/2007	Curriculum Development	Dental Hygiene Assessment Across the Curriculum (Rubrics) Project 150 hours @ 26.44 =$ 4,050 inc OPE	$5,560.00	N	X					X			X		
PL	Family & Health Careers/DA	4	7/1/2006	6/30/2007	Curriculum Development	Curriculum development $ to tranfer course info and materials online (80 hrs @ 26.44/hr) inc OPE	$2,966.00	N	X					X			X		