LSUHealthNewOrleans
School of Nursing

# Schedule for Review of Supporting Structure

| Focus | 2017 Review/approval schedule | 2018 Review/approval schedule | 2019 Review/approval schedule |
|---|---|---|---|
| **Mission** <br> Reviewed/updated by Admin Council every 5 years, more often if needed (supports PM-38) <br> Available for 24/7 review on the SON website > About Us > Mission | Admin Council <br><br> due 2017 | N/A | N/A |
| **Strategic Map** <br> Reviewed/updated by Admin Team every 3 years <br> Approved by Admin Council & Faculty Org <br> Available for 24/7 review on the SON website > About Us > Strategic Map | Admin Council <br> Faculty Organization <br><br> due 2017 | N/A | N/A |
| **Quality Improvement Plan (QIP)** <br> Created/rev by the QE Cmte every 3 years <br> Approved by Admin Council & Faculty Org <br> Working docs mapped to strategic priorities available at T:/Strategic Map-QIP Working Docs <br> Annual summary available for 24/7 review on the SON website > Faculty & Staff > Quality | Admin Council <br> Faculty Organization <br><br> due 2017 | Quality Enhancement Committee <br><br> 2017 summary <br> due Spr18 | Quality Enhancement Committee <br><br> 2018 summary <br> due Spr19 |
| **Quality Calendars** <br> Created/rev by the QE Cmte every 3 years <br> Approved by Admin Council & Faculty Org <br> Available for 24/7 review on the SON website > Faculty & Staff > Quality | Admin Council <br> Faculty Organization <br><br> due 2017 | N/A | N/A |
| **Formal complaints & grievances** <br><br> Data source: Confidential db maintained by the Asst Dean for Student Services <br> Aggregate results reported to QE Cmte quarterly & to Admin Council annually; grievance data also reported to the Vice Chancellor for Academic Affairs (VCAA) | Admin Council <br> QE Cmte <br> VCAA <br><br> Spr17 <br> (CY 2016 data) | Admin Council <br> QE Cmte <br> VCAA <br><br> Spr18 <br> (CY 2017 data) | Admin Council <br> QE Cmte <br> VCAA <br><br> Spr19 <br> (CY 2018 data) |
| **Document review**: conducted annually & as needed <br> • Catalog/bulletin (SON portion) <br> • Handbooks <br> • Policies <br> • Website/webpages <br><br> Reviewed/updated annually or as needed <br> Reviewed/updated by Admin Team, Dir OSA, Program/Dept Dir (as appropriate) <br> Reviewed/approved by Admin Council, AUC, AGC, & faculty cmtes (as appropriate) | Admin Council <br> AUC and/or AGC <br><br> due Su17 | Admin Council <br> AUC and/or AGC <br><br> due Su18 | Admin Council <br> AUC and/or AGC <br><br> due Su19 |

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| **Faculty & staff satisfaction w/ resources:** space, equipment, support services, etc.<br><br>Data source: Faculty & Staff Resources Survey<br>Survey deployed annually by QI Coord<br>Results stored at surveymonkey.com<br>Results reported by calendar year<br>Results reported to the Dean<br>Results reviewed by Admin Team and selected faculty committees and support departments | Admin Team<br><br>Jul 2017<br><br>(Faculty Resources Survey 2017) | Admin Team<br><br>May 2018<br><br>(Faculty & Staff Resources Survey 2018) | Admin Team<br><br>May 2019<br><br>(Faculty & Staff Resources Survey 2019) |
| **Department Outcomes** | | | |
| **Department outcomes for the Office of Student Affairs/OSA** (reported to SACSCOC)<br>① Progression of 'at risk' students<br>② Student satisfaction w/ OSA services<br><br>Data sources: PeopleSoft & Benchworks<br>Data entered into PS by OSA; Benchworks surveys deployed end semester by QI Coord<br>Results stored in PeopleSoft & skyfactor.com<br>Results reported by academic & calendar yr<br>Results reported to the Dean<br>Results reviewed by OSA & Admin Council | Admin Council<br>Office of Student Affairs<br><br>Spr17<br>(for CY 2016 & AY 2015-16) | Admin Council<br>Office of Student Affairs<br><br>Spr18<br>(for CY 2017 & AY 2016-17) | Admin Council<br>Office of Student Affairs<br><br>Spr19<br>(for CY 2018 & AY 2017-18) |
| **Department outcomes for the Simulation Center** (reported to SSH)<br>① Student satisfaction w/ sim courses<br>② Student satisfaction w/ sim experiences<br>③ Faculty satisfaction w/ the Sim Center<br>④ Student learning<br><br>Data sources: CoursEval, Benchworks, and Faculty & Staff Resources Surveys<br>CoursEval surveys deployed end semester by IT; Benchworks surveys deployed end program, Faculty & Staff Resources Surv deployed annually (both by QI Coord)<br>Results stored at course-eval.com, skyfactor.com, & surveymonkey.com<br>Results reported by semester and/or calendar year<br>Results reported to the Dean<br>Results reviewed by NSTC/SC & Admin Cncl | Admin Council<br>NSTC/Simulation Center<br><br>Spr17<br>(for CY 2016 & AY 2015-16) | Admin Council<br>NSTC/Simulation Center<br><br>Spr18<br>(for CY 2017 & AY 2016-17) | Admin Council<br>NSTC/Simulation Center<br><br>Spr19<br>(for CY 2018 & AY 2017-18) |
| **Department outcomes for the CNE Dept/ Provider Unit** (reported to ANCC)<br>① Participant learning needs<br>② Faculty satisfaction<br><br>Data sources: CNE activity files, Faculty & Staff Resources Survey<br>Results stored at T:/CNE, surveymonkey.com<br>Results reported by calendar year<br>Results reported to the Dean<br>Results reviewed by the CNE Dept & Admin Council | Admin Council<br>CNE Dept/Provider Unit<br><br>Spr17<br>(for CY 2016) | Admin Council<br>CNE Dept/Provider Unit<br><br>Spr18<br>(for CY 2017) | Admin Council<br>CNE Dept/Provider Unit<br><br>Spr19<br>(for CY 2018) |

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| **Department Outcomes for IT Department:**<br>① Student satisfaction w/ computer-based component of each course<br>② Student satisfaction w/ the online environment<br>③ Faculty satisfaction w/ IT services<br><br>Data sources: Survey results (CoursEval, Benchworks, Faculty & Staff Resources)<br>CoursEval surveys deployed end semester by IT; Benchworks surveys deployed end semester, Faculty & Staff Resources Survey deployed annually (both by QI Coord)<br>Results stored at course-eval.com, skyfactor.com, & surveymonkey.com<br>Results reported by semester and/or calendar year<br>Results reported to the Dean<br>Results reviewed by SON IT Dept & Admin Council | Admin Council<br>Info Technology Dept<br><br>Spr17<br>(for CY 2016 & AY 2015-16) | Admin Council<br>Info Technology Dept<br><br>Spr18<br>(for CY 2017 & AY 2016-17) | Admin Council<br>Info Technology Dept<br><br>Spr19<br>(for CY 2018 & AY 2017-18) |