

Ad Hoc Evaluation
of the Bachelor of Science degree program in Dental Hygiene, the Bachelor of Applied Science degree program in Logistics Operation Management, and the Bachelor of Applied Science degree program in Emergency Management and Homeland Security

Truckee Meadows Community College
Reno, Nevada

October 23, 2018

*A confidential report of findings prepared for the
Northwest Commission on Colleges and Universities*

This report of an Ad Hoc evaluation visit for the Bachelor of Science degree program in Dental Hygiene, the Bachelor of Applied Science degree program in Logistics Operation Management, and the Bachelor of Applied Science degree program in Emergency Management and Homeland Security is respectfully submitted by the sole evaluator, Jim Brady.

The Ad Hoc evaluation was conducted on October 23, 2018. The following persons were interviewed:

Darryl Cleveland, Director, Occupational Safety and Training
Jeff Whitesides, Program Coordinator, EM/HS Bachelor of Applied Science
Brian Addington, Instructor/Director, Frank N. Bender Center for Applied Logistics
Management (CALM) Center
Amy Williams, Interim Dean, Business & Social Science Division
Dr. Julie Ellsworth, Dean, Sciences Division
Lori McDonald, Director, Dental Hygiene
Dr. Marie Murgolo, Vice President of Academic Affairs
Dr. Melissa Deadmond, Associate Dean, Assessment and Planning

Introduction

The evaluator was impressed by the support provided by Truckee Meadows Community College before and during the Ad Hoc visit. The college made contact early, provided relevant materials for review prior to the visit and accommodated all requests for interviews. Every individual encountered at the college was welcoming and helpful and all participants in interviews were supportive and valuable sources of information.

Purpose

This visit, along with an Ad Hoc report, was requested by the commission as a follow up to the college's request of approval for three baccalaureate programs. Truckee Meadows Community College (TMCC) requested approval to offer a Bachelor of Applied Science degree program in Logistics Operation Management (BAS-LOM) and a Bachelor of Applied Science degree program in Emergency Management and Homeland Security (BAS-EMHS), effective Fall 2016. The request was reviewed and granted candidacy status. TMCC then submitted a request for approval of a Bachelor of Science Degree program in Dental Hygiene, effective August 2019. The request was reviewed and granted candidacy status. In each case, the college was asked to submit an Ad Hoc report accompanied by a visit in Fall 2018 to provide updates on implementation of these programs.

The focus of the visit was Standards 2.B.1 and 2.B.4,

2.B.1 The institution employs a sufficient number of qualified personnel to maintain its support and operations functions. Criteria, qualifications, and procedures for selection of personnel are clearly and publicly stated. Job descriptions accurately reflect duties, responsibilities, and authority of the position.

2.B.4 Consistent with its mission, core themes, programs, services, and characteristics, the institution employs appropriately qualified faculty sufficient in number to achieve its educational objectives, establish and oversee academic policies, and assure the integrity and continuity of its academic programs, wherever offered and however delivered.

To those ends, the review of the Ad Hoc report and associated visit were informed by these questions:

1. What is the level of support provided for the program? Are there positions providing dedicated time and effort in support specifically for the program in question? Do campus level support programs have the capacity to provide support for these new and unique programs?
2. What are the qualifications of the instructors teaching the program? Is there a capacity for supporting those responsibilities generally associated with faculty beyond teaching, such as curriculum management and assessment?

Bachelor of Applied Science degree program in Emergency Management and Homeland Security

The BAS-EMHS program launched in Fall 2016. The program provides baccalaureate level opportunities for graduates of TMCC's associate's level Prehospital Emergency Medicine and Fire Technology programs to further their education with a foundation in the history, politics, defense and preparedness related to terrorism and provides a study of management principles associated with emergency management. The program website provides prerequisite information, degree requirements and a recommended course sequence. All courses are available online and are offered at least once a year.

Primary support for the program is provided by a half-time program coordinator and the Director of Occupational Safety and Training, for whom roughly one-third of the position is dedicated to support of the BAS-EMHS program. The program coordinator manages the application process, receiving applications through a portal and reviewing applicants for program prerequisites. Students are supported by TMCC's advising services and financial aid office. The director's office is associated with two full time support staff who provide administrative support for the program as part of the Public Safety department.

All instructors associated with the program are adjuncts. The evaluator reviewed the qualifications for seven instructors and the 2016-17 course schedule listing instructor names, provided as supporting materials during the visit. Based on this review, the program instructors are well qualified, with relevant professional experience in fields associated with the program and supporting academic credentials.

The lack of any full-time instructor associated solely with the BAS programs raised questions about program management, curriculum support and program review/assessment. The concerns about program management and curriculum were diminished considerably by learning that there was a significant overlap between program instructors and advisory committee members and that instructors were very frequently employed currently in professions related to the program. The program coordinator and Director of Occupational Safety and Training provide support and advocacy for the program in the resource allocation processes of the college and in external efforts such as articulation agreements and marketing. Adjunct instructors are participating in initial assessment efforts through Course Assessment Reports and the program has engaged in a three year cycle of assessment for program courses. The evaluator suggests that the college monitor the extent to which course/program review and assessment are effectively conducted as the program progresses. However, through interviews and a review of the college's Program/Unit Review Handbook, the evaluator believes that the college has the mechanisms, planning and personnel in place to be effective.

In conclusion, the evaluator concludes that the expectations of Standards 2.B.1 and 2.B.4 are met in regard to TMCC's Bachelor of Applied Science degree program in Emergency Management and Homeland Security.

Bachelor of Applied Science degree program in Logistics Operation Management

The BAS-LOM program also launched in Fall 2016. The program provides baccalaureate opportunities primarily for graduates of TMCC's associate's level Production Systems and Logistics Management graduates. The program website provides prerequisite information, degree requirements and a recommended course sequence. Courses are taught online or online/lecture hybrid with evening lectures, aimed at serving the working student population. Enrollment has been increasing steadily since the launch of the program.

The development of the BAS-LOM program reflects a strong connection to local business and industry, as evidenced by the Frank N. Bender Center of Applied Logistics Management (CALM), located at TMCC's Meadowood campus. CALM's mission statement prioritizes "a collaboration between industry, academia, and community dedicated to leading and coordinating education and training efforts to build and enhance a competitive northern Nevada workforce in a global economy" and supports teaching, research and service through workshops, classes and special programs. The development of BAS-LOM was also motivated by the decision of the University of Nevada – Reno to drop its Supply Chain Logistics degree in 2010.

Primary support for the program is provided by Brian Addington, a full-time tenured instructor hired in August 2015 with the intent of supporting Logistics Operation Management programs at TMCC. His industry and academic credentials are well-suited to the needs of the program. In addition to teaching courses, Brian is active promoting the program through public event opportunities and engagement with local high schools. Based on a review of the instructor qualifications provided, other instructors supporting the program are qualified and create a solid foundation for instruction within the program.

Additional support is provided by the Dean of the Division of Business of Business and Social Sciences and the associated administrative staff. Program students are supported by TMCC's advising services and financial aid office. The program is also supported by an active advisory committee that provides support internships, scholarships and outreach.

The evaluator found the BAS-LOM program to be well-supported with regard to program management, curriculum maintenance and program review assessment. The BAS-LOM program was included in the 2017-18 Program/Unit Review (PUR) Self-Study for Logistics Management. That review included evidence of curriculum review and change based upon needs of students. The self-study also included a summary of a market study that examined earnings potential for graduates locally and nationally, current assessment results and planning, recruitment activities and data on student success.

This evaluator concludes that the expectations of Standards 2.B.1 and 2.B.4 are met in regard to TMCC's Bachelor of Applied Science degree program in Logistics Operations Management.

Bachelor of Science degree program in Dental Hygiene

The BSDH program will begin in Fall of 2019. The existing Associate of Science in Dental Hygiene (ASDH) will be phased out, with the students in the associate's program completing the degree in 2020. The transition from a two year degree to a Bachelor of Science in Dental Science has been approved by the Commission on Dental Accreditation (CODA).

The development of the program was motivated by increasing expectations from external accrediting bodies (resulting in increasing credit requirements) and workforce demand. The new four year program will emphasize the concept, theory and application of the Interprofessional Education Model recommended by the Institute of Medicine. Admission criteria are defined and the program coursework and sequencing have been developed. Information regarding the BSDH program and the replacement of the ASDH program with the BSDH is readily available on TMCC's website.

With the transition from an associate's level program to a bachelor's of science comes three full-time faculty supporting the BSDH program, each qualified with a master's degree and over 50 years of cumulative teaching experience. TMCC has approved a fourth full-time position to be filled for Fall 2019. One of the existing instructors will continue to serve as the director of the program and can teach up to three contact hours per week. The program will also be supported by the Dean of Sciences one-third of an administrative assistant.

As the program will not begin until Fall 2019, there are no efforts of continued program management and assessment/review to consider. However, based on the Program/Unit Self-Studies completed for the Dental Hygiene program in 2010-11 and 2016-17, the evaluator feels comfortable that these processes will be supported and managed.

TMCC's commitment to the program is evident in plans to remodel facilities to add capacity for x-rays and radiology. The college will also add a lab supporting Anatomy and Physiology

courses and hire a full-time Anatomy and Physiology instructor in support of the program. Based on interviews with instructors and administrators associated with TMCC's applied baccalaureate programs, the evaluator is confident the BSDH program will be supported by the college's advising services and financial aid office.

This evaluator concludes that the expectations of Standards 2.B.1 and 2.B.4 are met in regard to TMCC's Bachelor of Science degree program in Dental Hygiene.

Summary

For each program, the evaluator spoke with an instructor and an administrator or director representing the degree. In each case, instruction and administration communicated that the program was well supported by the college. No concerns were expressed about the institution's capacity for providing the advising and financial aid needs of the programs. Evidence indicates that all three programs have sufficient administrative and assistant support. Faculty capacity is sufficient for curriculum maintenance, program support and assessment/review. The evaluator compliments Truckee Meadows community college on ensuring that all baccalaureate programs have been built on solid foundation of support from college services, division staff and qualified faculty.