

IMPLEMENTATION TEAM #1: NURSING & ALLIED HEALTH CHARTER

Draft 9/18/23

1. Team Title: Affiliation Team #1: Nursing and Allied Health (AIT1)

2. Background: Fort Hays State University, Northwest Kansas Technical College, and North Central Kansas Technical College are undertaking a formal affiliation to provide stronger, forward-looking educational programs and services to the people, businesses, and communities of rural Kansas. Drawing on resources from each institution, the Affiliation is initiating three priority academic pilot projects designed to address pressing regional workforce needs, expand student opportunity, and provide proof-of-concept as well as best practices for succeeding Affiliation initiatives. Details are available in the Draft Affiliation Framework incorporated as part of this document.

Nursing and Allied Health disciplines have been chosen as one of these three initial projects as it best exemplifies the opportunities for meeting student, industry, and community needs that the Affiliation represents. The Team will be responsible for designing and implementing strategies, processes, programs and services to meet these outcomes and that, once established, will be incorporated into regular institutional operations.

3. Team Sponsor: the Affiliation Implementation Steering Committee (AISC)

4. Team Structure:

- a. Leadership Jeff Briggs, Chair; Jennifer Brown, Vice-Chair
- b. Membership
 - Jill Arensdorf, AISC Liaison
 - Lisa Blair AISC liaison
 - FHSU: Jeff Briggs, Dean of CHBS; Jenny Manry, Chair of Nursing;
 - NCKTech: Jennifer Brown, Dean of Instruction; Angela Murray, Director of Nursing (Beloit); Sheri Stone, Director of Nursing (Hays); Allied Health Dept Chair, currently vacant)
 - NWTech: Angela Kershner, Clinical Director for RC program
 - Affiliation partners: Terry Siek, Chief Nursing Officer, Hays Medical Center; Jaron Caffrey, KHA, Nicki Cleveland, Chief Nursing Officer, Mitchell County Hospital Health Systems.
- c. Conditions of membership. Team members are appointed by and serve at the direction of the AISC. The Team may invite other individuals to participate on an as-needed basis, but any invitees may become regular Team members only if approved by the AISC.
- d. Schedule of meetings and of AISC briefings.
- e. Term of service: through completion of its deliverables or as directed by the AISC

5. Team Charge:

- a. Responsibility and authority
 - i. The Team is responsible for fulfilling the terms of this Charter as it may be revised from time to time with AISC approval, meeting all deliverables on time and on budget.
 - ii. The Team has the authority to develop and use its own processes and methods within the constraints of this Charter or as directed by the AISC, and to expend approved budgetary resources. It has the authority to decide if and with whom it might engage with to assist in completing its deliverables, recognizing that any external contracts or agreements require institutional approval and will be subject to all regular institutional terms and conditions.
- b. Deliverables. The Team is to deliver integrated processes, programs and services that, when fully incorporated into normal academic and administrative operations, achieve the following objectives.
 - **Student objectives:**

- Qualified and admitted students are properly positioned in appropriate programs;
- Student pathways between locations and programs are administratively frictionless;
- There will be an aspirational goal of a 100% success rate for academically qualifying students meeting their educational goals, and for placement for qualified students who wish to pursue their nursing and Allied health career.
- **Institutional objectives:** Institutions will maintain an academic menu of courses, programs, and student support services (e.g., advising, placement) sufficient to meet student and community objectives.
- **Community objectives:**
 - The institutions will quantifiably improve upon local and regional nursing and allied health staffing needs;
 - There will be a quantifiable increase in community health infrastructure as a result of this Affiliation effort.
 - In addition to the Team's regular external members representing industry and community interests, associated programs will meet regularly with business and industry leaders to ensure the curriculum and training programs remain current and relevant to industry needs and standards, to create career opportunities for students, and to build employment pipelines to meet the Team's Community Objectives.
- Develop a 5-year academic plan that serves these objectives, broken out by year.
- Develop other collaborative opportunities as the Team deems suitable to reach the community, student, and institutional objectives.

By January 15, 2024, the Team will deliver to AISC a comprehensive plan for achieving the Team's objectives. It will include: quantified success criteria for each objective based on established benchmarks; a gap analysis, an account of those initiatives, new or amended processes and services, and investments required to achieve the Team's objectives; a critical path and SWOT analysis; a preliminary budget; and a draft implementation plan that will include a date by which the Team will meet each objective.

- By January 31, 2024, the Team will complete an analysis and inventory of activities associated with nursing and allied health programs across institutions.
 - This initial inventory will include current as well as potential activities.
- By May 31, 2024, the Team will complete the Year-1 plan to be implemented during AY'24-25 and will have established baselines/benchmarks and budgetary needs for Year-1 initiatives.
- The comprehensive 5-Year plan will be finalized by January 15, 2025.

Once approved, these items will be incorporated as part of this Charter.

6. Resources:

- a. Staff. The Team will work with the AISC's Project Manager.
- b. Budget, subject to funding and AISC approval:

Item	Budget	Notes
Team expenses, contingencies, etc.	\$ 5,000	No prior approval required. Additional funding is available for faculty stipends for off-contract work.

7. Team Calendar:

The Study Group will maintain a current calendar of internal meetings, meetings with AISC and others tied to its critical path analysis and related documents.

8. Incorporated Documents:

- Draft Affiliation Framework; v1/6/23
- Affiliation Implementation Structure
- Comprehensive Team Plan
- Current Calendar

Approval ___Joey Linn – 9/25/2023___ (AISC)

Revised and approved_____ (AISC)

DRAFT