

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

2 (y)-1 ()]TJ -Jc09 (r)]-2 (>BD4 (c)4 (i)(A)p(g)10 pe)-6 d4 ()-1pa11 (o)-101.24 Td [(M)-5 (ad [(M)pa11 (nt4 Tc D)-2 (T

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

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 Productions 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

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 st1 (ha)4 (t)-2 (r)3 n12 (r)

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.