

Complete Table of Evaluation Tools

2008-2009 and 2009-2010

Assessment procedures, surveys and evaluation tools used to ensure that candidates have the requisite competencies and that the program is effectively meeting its candidates' academic and professional growth needs.

EVALUATION TOOLS

Candidate Assessment / Program Effectiveness

Assessment procedures and evaluation tools used to ensure candidates have the requisite competencies and the program is effectively meeting candidates' academic and professional growth needs.

Instrument	Description	When Given
Post graduation District School Nurse Supervisor Survey of Program Effectiveness	District directors of health services/school nurse supervisors are asked to rate the effectiveness of the program related to performance of school nurses under their supervision based on the nine CCTC 2007 program standards using a 5-1 Likert scale.	Sent to school nurse supervisors 1 year of employed graduates after candidate has completed program and obtained a Clear School Nurse Services Credential.
KSOEHD Program Evaluation Upon Exit Survey	Candidates indicate responses to 15 questions related to program effectiveness and preparedness to function in a full-time professional role using a 5-1 Likert scale.	Completed by candidates upon completion of program
NURS 186 & NURS 187 (Practicum courses) Preceptor Evaluation of Clinical Course	Questions asked: "How pertinent is the course content to the school nursing experience?" "Are there experiences you would include/eliminate?" "Could changes be made to improve your preceptor experience?"	Completed by preceptor and submitted to program coordinator at the end of the semester.
NURS 184, 185, 186, 187 (Core SN Courses) Course Evaluation by Candidate	Questions asked: "Overall rating of this three unit course." Aspects of the course which have been most valuable?" "Suggested changes that would enhance learning experience?"	Completed by candidates at the end of each course and submitted to program coordinator.
NURS 186 & NURS 187 (Practicum courses) Preceptor Checklist of Skills and Competencies	Program clinical competencies are specifically based on CCTC school nurse competencies: SNC 1, Providing health and wellness services; SNC 2, Providing direct client care services (primary, secondary, tertiary intervention); SNC 3, Professional Management Skills. Competencies under each of these categories must be checked off by the candidate's preceptor as "met." If "unmet," explanation required.	This tool is used to assess competencies and mentor the candidate throughout practicum experience. The preceptor meets with the candidate before the end of the semester to discuss accomplishments, strengths and areas of need. The preceptor completes and signs the evaluation form and submitted it to clinical instructor at the end of the semester before a final grade can be issued to the candidate.
NURS 186 & NURS 187 (Practicum courses) Preceptor Evaluation of Candidate Professional Dispositions	To foster in candidates professional dispositions that are important in meeting the health care needs of school age children. These are: The tendency to reflect, the use of critical thinking, the use of well reasoned ethical judgment, an appreciation for diversity,	School site preceptors observe for these traits in candidates during clinical practice. At the end of the semester, preceptors meet with candidates to discuss these dispositions and to complete and sign the evaluation form which is submitted to the clinical

	a collaborative disposition, and the tendency for life-long learning.	instructor. Instructions included to aid preceptors in completing form.
NURS 184, 185, 186, 187 Pre-post (core school nurse courses) knowledge assessment Knowledge Base Questionnaire (self reported knowledge level)	Candidates are asked to rate their global knowledge of school nursing practice on a 5 point Likert scale. The questionnaire consists of 26 subject areas with specific questions relevant to each subject area. The pre-post assessment gives faculty insight into areas in the curriculum and clinical experience that need further strengthening.	Completed by candidates prior to beginning core school nurse courses and on completion of core school nurse courses.
NURS 186 & NURS 187 (Practicum courses) Final Narrative Self Evaluation	Candidates are asked to write a Final Narrative Self Evaluation upon completion each of the two practicum courses and commenting on the following: Success in attaining goals and objectives (which candidates developed in the beginning of the semester); areas of major learning, insights and skills; what candidate would have done differently to improve his/her learning experience.	Completed by candidate at the end of the each practicum experience (semester).
NURS 184 and NURS 185 (seminar courses) Candidate coursework and class participation monitored and evaluated by faculty	It is possible for candidates to earn up to 100 grade points in a given course (90-100 = A, 80-89 = B, etc.). In seminar courses, written assignments are evaluated by the instructor and grade points are allotted to written assignments, responses to weekly research questions, creation of a Blackboard presentation for classmates, and participation in class discussion.	Each semester is divided into four modules. Completed assignment work is sent electronically at the end of each module. The instructor allots points to candidate work and a progress report is sent to the candidate with comments and a breakdown on points earned. Candidate Blackboard presentations are given a point value by the instructor and classmates are asked to anonymously rate presentation.
NURS 186 and NURS 187 (Practicum courses) Candidate written course work evaluated by clinical instructor	Weekly clinical journaling, other assignments, and candidate class participation are evaluated and points are assigned by the candidate's clinical instructor	Each semester is divided into four modules. Completed assignment work is sent electronically at the end of each module. The instructor allots points to candidate work and a progress report is sent to the candidate with comments and a breakdown on points earned.
NURS 186 & NURS 187 (Practicum courses) Mid-term Conference	The purpose of the conference is to determine candidate progress in completing student goals and objectives, as well as expected competencies. The clinical instructor completes a mid-term progress report which is kept in the candidate's file.	Mid-term conference held at school site where practicum is taking place in the Fresno area or, for distance learners, a 3-way telephone conference takes place between clinical instructor, candidate and preceptor.

Grade Point Average	Candidates are expected to maintain a 3.0 GPA in coursework throughout program coursework.	The program coordinator reviews transcripts of incoming candidates to determine satisfactory GPA before acceptance. The candidate's GPA is monitored throughout program.
On completion of program Exit Interview (Exit paperwork sent to CSUF credential analyst)	The Program Coordinator reviews each candidate's file to determine if the candidate has met program expectations, i.e., satisfactory completion of coursework and clinical competencies. The candidate is counseled on any outstanding work and advised on obtaining a Clear Professional credential and given information on opportunities for continuing education.	The Program Coordinator reviews each candidate's file following his/her completion of program. The candidate is then contacted and invited to participate in an Exit Interview in person or via phone conference. If the candidate has satisfactorily met program requirements, exit paperwork is sent to the CSUF credential analyst.
NURS 186 & NURS 187 (Practicum courses) Candidate evaluation of preceptor experience	Candidates are asked to rate the value they placed on preceptor assistance in developing student goals and learning objectives; planning clinical experiences; with mentoring and supervision; and in accomplishing student goals, learning objectives and meeting clinical competencies. Candidates are asked if they would recommend this preceptor to future credential program students. 1-5 Likert scale used.	Completed by candidate at the end of each clinical experience.
NURS 186 & NURS 187 (Practicum courses) Faculty Teaching Effectiveness Candidate evaluation of faculty/instructor/clinical supervisor	According to university policy, students evaluate faculty in a representative sample of courses each semester using an evaluation form that has been developed by the Dept. of Nursing. The Dept. Chair reviews summaries of evaluations. A report is then placed in faculty personnel file and used to determine reappointment, tenure, and promotion, and teaching effectiveness.	This evaluation form is sent to individual candidates at the end of semester by the Dept. of Nursing. Candidate comments are confidential. Faculty members receive an evaluation report from the Dept. Chair after the end of the semester in which the teaching effectiveness of the faculty member has been evaluated by the candidate.
Faculty Evaluation Faculty Peer Evaluation	All faculty members are evaluated for teaching effectiveness according to procedures, policies, and instruments found in the CSUF <i>Academic Policy Manual</i> and the Department of <i>Nursing Faculty Handbook</i> .	<i>Academic Policy Manual</i> procedures determine the timetable for evaluating tenured, tenure track, and temporary faculty members by peers.