

MONTANA UNIVERSITY SYSTEM
REVIEW AND APPROVAL PROCEDURES FOR NURSING PROGRAM PROPOSALS

PURPOSE

Since nursing programs must be reviewed and approved by both the State Board of Nursing and the Montana Board of Regents, the purpose of this policy is to coordinate that review and approval. These procedures only apply to nursing programs in the Montana University System.

DOCUMENTATION

A common document, setting out all of the information required for review and approval of nursing programs, shall be submitted to both the State Board of Nursing and the Montana Board of Regents. The specific information to include in the document is set out in Sections 8.32.801 and 8.32.807 of the Administrative Regulations of Montana; and Montana Board of Regents' Policy No. 303.1, Curriculum Proposals. To insure that nursing programs are not overextending themselves, pass rates on the nursing licensure examination for the last five (5) years will be included in the documentation, when an institution plans to take its program to a new site or expand its program. The definition of "expansion" is set out in the section entitled "Proposals to Be Reviewed" in this policy.

TIMELINE

The document described in the previous section can only be submitted as part of the agenda at the January or September meeting of the Board of Regents, to insure adequate review by the State Board of Nursing and the Montana Board of Regents. The document must be received in the offices of both Boards by December 1 or September 1.

REVIEW

Any program proposal, submitted under this process, will be placed on the submission agenda at the January or September meeting of the Montana Board of Regents. The State Board of Nursing will review the proposal, at its January or October meeting, and make a recommendation to the Montana Board of Regents, concerning the quality of the proposed program's curriculum, faculty and clinical experiences. If the State Board of Nursing does not complete its review and recommendation in January or October, it will do so at its next quarterly meeting. The State Board of Nursing recommendation will be part of the information forwarded to the Montana Board of Regents when the proposed program comes before the Regents for final approval. The Montana Board of Regents may take final action on a nursing proposal at any meeting following receipt of the State Board of Nursing recommendation. Once the Montana Board of Regents has approved a nursing program, the State Board of Nursing will make a final decision about the proposed program.

In addition to these provisions, program proposals from institutions of the Montana University System are also governed by other curriculum policies adopted by the Montana Board of Regents. Those policies, particularly the details governing the Level I and Level II process, still apply, as long as they do not conflict with the specific provisions of this policy.

PROPOSALS TO BE REVIEWED

This review and approval process shall apply to all proposals for new nursing programs; to the delivery of nursing programs at new sites in Montana or other states; and to the expansion of nursing programs.

Expansion is defined as:

- 1) an increase in the number of students served by a program that equals or exceeds the numerator in the student/faculty ratio requirements for clinical settings, as mandated by the State Board of Nursing and national nursing accrediting agency standards; **AND**
- 2) the increase in part 1) requires at least one of the following:
 - the addition of one or more faculty to the program;
 - the addition of clinical experiences at clinical agencies not currently used by the program;
 - the addition of clinical experiences at clinical agencies currently used by the program, but utilizing nontraditional times or nontraditional instructional methods.