

**ACADEMIC SENATE PROPOSAL TRACKING SHEET**  
(Document To Be Originated By the Academic Senate Secretary On Canary Color Paper)

<b>Proposal # 13-20</b>	<b>Title: Prerequisites for entering the nursing program – Changes</b> (Proposal explanation, submitter and college dean signatures on attached program/degree or course revision form.)
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**All proposals MUST have their originating college faculty body (Ex. Arts & Sciences, Education and Nursing; Technical Sciences) approval and must be signed by the submitter and the college dean before being submitted to the Academic Senate Secretary.**

1. Submit all proposals (using the appropriate Academic Senate program/degree and/or course revision forms or General Education Inclusion form) to the Academic Senate Secretary. **NOTE: Level 1 or Level 2 forms must be submitted concurrent with this proposal where applicable. For Education proposals, PEU approval must be received prior to forwarding the proposal to the Senate.**
2. The Academic Senate Secretary logs and numbers items and forwards them to the appropriate Academic Senate subcommittee(s): General Education (if applicable), or Curriculum. A transmittal e-mail will be sent to the Recording Secretary of the receiving committee, cc Provost's Administrative Assistant, by the Academic Senate Secretary. A digital copy of the proposal will be linked on the Academic Senate Proposal page by the Academic Senate Secretary.
3. The Academic Senate subcommittee(s) consider(s) the proposal. If approved, the proposal is returned to the Academic Senate Secretary for forwarding to the next committee. If a committee disapproves the proposal, the originator may request that the item be forwarded to the next body for consideration. The committee will provide written rationale to the originator, via the Academic Senate, when a proposal is disapproved and the proposal is returned to the originator. Upon completion of committee action, the proposal will be returned to the Academic Senate Secretary, and a transmittal e-mail sent by the Committee Recorder to the Senate Secretary, cc Provost's Administrative Assistant.
4. The Academic Senate considers the proposal and recommends approval or disapproval. If approved, the proposal is forwarded to the Provost for consideration. If the Academic Senate disapproves the proposal, the originator may request that the item be forwarded to the Full Faculty for consideration, utilizing the procedures set forth in the Senate Bylaws. The Academic Senate will provide written rationale to the originator when proposals are disapproved and the proposal is returned to the originator.
5. Approved proposals will be forwarded to the Provost. The Provost approves or disapproves the proposal. If approved, the proposal is then forwarded to the Chancellor. From this point forward, the Provost's Administrative Assistant will update the Proposal page on the website by contacting the webmaster.
7. The Chancellor approves or disapproves the proposal.
8. The proposal will then either be implemented or referred to MSU for further action. The tracking page on the Provost site will be updated as required.

Subcommittee and Academic Senate college representatives will notify their respective colleges' of the progress of submitted proposals or the proposal may be tracked via the web page -- <http://www.msun.edu/admin/provost/senate/proposals.htm>

Documentation and forms for the curriculum process is also available on the web page:  
<http://www.msun.edu/admin/provost/forms.htm>

\*\*\*\*\***(If a proposal is disapproved at any level, it is returned through the Academic Senate secretary and the Senate President, to the Dean of the submitting college who then notifies the originator.**

See back for tracking form

	Date	Action Taken	Signature	Date	Comments/Reason for Disapproval	Sent to	Date	Transmittal E-mail sent
*Abstract received by Senate Secretary		Copy to Senate President. Forward to Provost.						
*Provost		<input type="checkbox"/> Abstract Approved <input type="checkbox"/> Disapproved						
Received by Senate Secretary	4-25-14	Tracking form initiated	Senades Caven	4-28-14		Senate	4-28-14	
General Education Committee (if applicable)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Curriculum Committee (if applicable)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Academic Senate	4-28-14	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Steve Don	4/30/14		Provost	4-30-14	4-30-14
Full Faculty (if necessary)		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Wm. J. Ruffey	5-2-14		Chancellor	5/2/14	
Chancellor		<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Jim Kimbryn	5-20-14				
MSU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
BOR		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
NWCCU		<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved						
Provost		Advise originating college and Academic Senate of status. Update Web page.						
Registrar		Catalog/Policy Manual Update						

**NOTE:** The secretary of the Academic Senate will update the Academic Senate Proposal web page from initial receipt until the proposal reaches the Provost. The Provost's Administrative Assistant will ensure that the current status of each proposal is maintained on the Academic Senate Proposal web page from that point forward. **\*Abstract and pre-approval required for new programs ONLY.**

## PROGRAM/DEGREE REVISION FORM

NEW \_\_\_\_\_ DROPPED \_\_\_\_\_ MAJOR REVISION \_\_\_\_\_ FOR INFORMATION ONLY **X** \_\_\_\_\_

College Nursing Program Area ASN Date 2/24/2014  
Submitter *Oliver Williams* Dean *[Signature]* Date 2/24/14  
Signature Signature (indicates "college" level approval)

Please provide a brief explanation & rationale for the proposed revision(s).  
Upgrade the ASN admission criteria to be congruent with other ASN programs in the state.

Please provide in the space below a "before and after" picture of the program with the changes in the program noted. Attach appropriate Course Revision Forms. Please indicate changes by shading the appropriate cells.

There are no course revisions for this proposal.

PROPOSAL TITLE Prerequisites for entering the nursing program

### PREREQUISITES FOR ENTERING THE NURSING PROGRAM Associate of Science Degree (as in 2013-2014 Course Catalog)

The following is the policy for admission to the associate of science degree in nursing (ASN) program:

To be considered for admission the student must

1. Be admitted to Montana State University-Northern (a separate application to the University is required).
2. Submit official copies of all university transcripts to Montana State University-Northern. Please send the official copies to the Department of Nursing for initial processing. Transcripts will be evaluated to determine credit allotment and articulation. No course requirement, including basic skills courses, will be waived simply on the basis that the applicant has a prior college degree.
3. Have at least a 2.75 extracted GPA and completed the following courses with a "C" or better: Anatomy and Physiology I and II, College Algebra, English, Nutrition, Chemistry, General Psychology and Introduction to Nursing.
4. Applications are considered for the Fall semester until placements are filled. If there are more applicants than space, students with the highest extracted cumulative GPA will be admitted first. Applications are due March 1.
5. Licensed Practical Nurses may receive advanced standing into Level II nursing courses. Request an Application and Advanced Standing Procedures from the Department of Nursing.
6. Students who desire to transfer into the Associate Degree Program from another school of nursing may apply by submitting a petition to the Director of Nursing. Placement in the program is determined on an individual basis through transcript and/or course evaluations. Applicants may be asked to take a standardized or teacher-constructed test, and demonstrate specific skills in the University nursing laboratory or in a clinical setting. A grade of "C" or better in each required nursing and support course is necessary for admission to the nursing curriculum. Once placement is determined, admission is granted on a space-available basis.
7. The application for admission including all transcripts must be received by the Department of Nursing by no later than March 1 for the Fall Semester when pre-requisite courses are complete. LPN's must have application and transcripts submitted to the Nursing Office by December 5 for admission to NRS 250 and Level II.
8. Applicants not admitted into the Nursing Program by their expected date of admission must reapply for future consideration. There is no waiting list.
9. The following prerequisite courses may be taken at MSU-Northern or at other accredited institutions. None of these courses are waived simply on the basis of a prior college degree. An advisor from the Department of Nursing will evaluate the transcripts from other institutions and will recommend the credit (if any) to be allowed.

Course	Title	Credits
BIOH 201	Human Anatomy and Physiology I w/Lab	4
BIOH 211	Human Anatomy and Physiology II w/Lab	4

CHMY 121	Introduction to General Chemistry	3
CHMY 122	Introduction to General Chemistry Lab	1
M 121	College Algebra	3
NRSG 100	Introduction to Nursing	1
NUTR 121	Nutrition	2
PSYX 100	Introduction to Psychology	3
WRIT 101	College Writing I	3

## **PREREQUISITES FOR ENTERING THE NURSING PROGRAM Associate of Science Degree (to start 2014-2015 Course Catalog)**

The following is the policy for admission to the associate of science degree in nursing (ASN) program:

To be considered for admission the student must:

1. Be admitted to Montana State University-Northern (a separate application to the University is required).
2. Submit official copies of all university transcripts to Montana State University-Northern. Please send the official copies to the Department of Nursing for initial processing. Transcripts will be evaluated to determine credit allotment and articulation. No course requirement, including basic skills courses, will be waived simply on the basis that the applicant has a prior college degree.

### **3. Required admission criteria for acceptance into the ASN Program:**

- Applications are accepted from May 1st through May 31<sup>st</sup>. If the student is taking prerequisites during spring semester those final grades must be submitted with the application. Accepted applicants will be notified by email and mail on or before July 1<sup>st</sup>.
- A minimum extracted GPA of 2.85 is required to apply. The extracted GPA is calculated from the following courses completed with a "C" or better: Anatomy and Physiology I and II, College Algebra, English, Nutrition, Chemistry, General Psychology and Introduction to Nursing.
- The Kaplan Admittance Exam must be scheduled, taken, and passed with at least 60% prior to applying. The Kaplan Admittance Exam can be taken a second time if there are any more testing days available that year.
- Upon acceptance into the ASN Program students must take, at the student's expense, and must pass a urine drug test.

### **4. Licensed Practical Nurses may receive advanced standing into Level II nursing courses. Requirements are listed below:**

- Applications are accepted from May 1st through May 31<sup>st</sup>. If the student is taking LPN courses during spring semester those final grades must be submitted with the application. Accepted applicants will be notified by email and mail on or before July 1<sup>st</sup>.
- A minimum extracted GPA of 2.85 (as described in #3 above) is required to apply.
- Must currently be an LPN or have passed all LPN classes.
- Must be able to take and pass the LPN to RN transition course.
- The Kaplan Admittance Exam must be scheduled, taken, and passed with at least 60% prior to applying. The Kaplan Admittance Exam can be taken a second time if there are any more testing days available that year.
- Upon acceptance into the ASN Program students must take, at the student's expense, and must pass a urine drug test.

### **5. Students who desire to transfer into the Associate Degree Program from another school of nursing must meet the required admission criteria listed above and demonstrate competency in clinical skills. Admission is granted on a space-available basis.**

### **6. Applicants not admitted into the Nursing Program by their expected date of admission must reapply for future consideration.**

### **7. The following prerequisite courses may be taken at MSU-Northern or at other accredited institutions. None of these courses are waived simply on the basis of a prior college degree. An advisor from the Department of Nursing will evaluate the transcripts from other institutions and will recommend the credit (if any) to be allowed.**

<b>Course</b>	<b>Title</b>	<b>Credits</b>
BIOH 201	Human Anatomy and Physiology I w/Lab	4
BIOH 211	Human Anatomy and Physiology II w/Lab	4
CHMY 121	Introduction to General Chemistry	3
CHMY 122	Introduction to General Chemistry Lab	1
M 121	College Algebra	3
NRSG 100	Introduction to Nursing	1
NUTR 121	Nutrition	2
PSYX 100	Introduction to Psychology	3

**Additional instructional resources needed (including library materials, special equipment, and facilities).**  
None