

Health & Environmental Technologies Division

Mission

The Health & Environmental Technologies Division provides learning opportunities for those individuals seeking a career in health and environmental technologies.

Vision

The Health & Environmental Technologies Division will:

- Help meet the demand for health care and environmental professionals, technologists, and technicians.
- Receive public recognition and support; the division will be accredited by all appropriate agencies.
- Be innovative and courageous in adopting unconventional education and training practices.
- Graduate high performing technical/professionals, they will prove to be capable employees and they will continue to seek our assistance as they grow.
- Maintain modern laboratories comparable to industry practices.
- Form partnerships with business and industry; and these partners will promote our programs to our constituents and communicate our needs to private/public donors.
- Be a program of choice for the multi-cultural community.
- Be a source for technical/health professionals seeking certification and education opportunities for certification retention status.

Core Values

Excellence – We seek excellence in all our endeavors, and we are committed to continuous improvement.

Intellectual Freedom – We believe in ethical and scholarly questioning in an environment that respects the rights of all to freely pursue knowledge.

Integrity – We are committed to the principles of truth and honesty, and we will be equitable, ethical, and professional.

Service – We believe that serving others is a noble and worthy endeavor.

Diversity – We respect others and value diversity of opinion, freedom of expression, and other ethnic and cultural backgrounds.

Stewardship of Resources – We are dedicated to the efficient and effective use of resources. We accept the responsibility of the public's trust and are accountable for our actions.

Goals, Critical Success Factors, Objectives, and Strategies

Goal One: Academic Excellence-Pursue and achieve Academic Excellence in all programs of study.

Critical Success Factors:

- Accreditation for Orthotics and Prosthetics Program
- Student learning assessment plan
- Superior ranking on Employer Student Assessment
- 90% students gain in Critical Literacy and Technical Skills
- 90% student satisfaction with support services
- Sufficient number of internship sites

Objective 1.1: Obtain accreditation for the Orthotics and Prosthetics Program from the National Commission for Orthotics and Prosthetics Education (NCOPE).

Strategies:

- Complete accreditation process.
- Sponsor final site visit for site visiting team.
- Submit final documentation for review board.
- File annual reports as necessary.
- Initiate and gain approval for a supply fee for the O&P Program.

Objective 1.2: Develop, implement, and evaluate a faculty driven assessment plan for documenting and improving student academic achievement.

Strategies:

- Participate in institutional assessment planning and training activities.
- Develop and publish unit and program mission statement.
- Review and Update Course Syllabus and identify course competencies and assessment measures.
- Write and develop program and core objectives.
- Match program objectives with course competencies.
- Develop and write formative and summative assessment methods.
- Develop and write 1st and 2nd means of program assessment.
- Implement assessment plan.
- Review data and make adjustments or improvements to the program.

Objective 1.3: Increase the number of internship sites for student participants.

Strategies:

- Identify industry employers and discuss the value of sponsoring a student intern.

- Negotiate student internship placement agreement.
- Schedule and monitor student interns.

Goal Two: Marketing and Student Recruitment-Build a strong public relations with business and industry; and identify, attract, enroll, and retain students.

Critical Success Factors:

- 20/1 student faculty ratio
- 3 students featured in media
- National program recognition
- FTE will exceed 100

Objective 2.1: Plan, organize, and implement marketing and student recruitment activities.

Strategies:

- Update, publish, and distribute program brochures.
- Sponsor site visits to area high schools and participate in High School Career Days.
- Plan, organize, and sponsor events for the OSU Technology Showcase event.
- Sponsor a training workshop for faculty focusing on personal selling techniques.
- Sponsor campus tours and showcase the programs of study.
- Purchase media advertisements in newspapers, industrial trade magazines, and special event publications.
- Produce a T.V. commercial featuring Allied Health Careers.
- Sponsor feature stories in newspapers and industrial trade magazines.
- Distribute a program brochure to Certified Pedorthists, Certified Orthotists, and Certified Prosthetists.
- Sponsor a recruitment activity for Indian students.
- Sponsor an informational session with Oklahoma Rehab Counselors.
- Sponsor a recruitment boot at national and state conferences.
- Plan and sponsor summer youth academies.
- Launch Fund Raising Activities and Campaigns to Support a Student Scholarship Program.
- Promote cultural diversity within the division and the institution.

Goal Three: Professional Development-Support quality performance by executing a professional development program that will increase and expand the personal expertise, skills, knowledge and abilities of the faculty.

Critical Success Factors:

- 100% of faculty professional development plan
- 100% faculty participation in-service training
- 5 trade journal subscriptions
- 100% faculty membership in professional organization

Objective 3.1: Increase and expand the personal expertise, skills, knowledge and abilities of the faculty.

Strategies:

- Have faculty develop a professional development plan.
- Inform faculty of institutional benefits, i.e., one day of professional leave, discounts on tuition, etc.
- Provide in-service training opportunities.
- Encourage faculty to experiment with non-traditional modes of instruction.
- Promote faculty interest in research and support faculty interest with appropriate professional articles, journals, and trade magazines.
- Encourage faculty to attend and participate in at least one seminar, workshop, convention, conference, etc., per year, that is related to their technical or professional field.
- Encourage faculty to join a professional organization.
- Encourage faculty to make at least one industry site visit and survey new technology.
- Encourage faculty to visit other educational programs and survey new courses and instructional methods.

Goal Four: Student Support and Development-Provide activities that will supplement the instructional program and offer students the opportunity to develop themselves personally, socially, and intellectually.

Critical Success Factors:

- Success in Subsequent, Related Coursework-A minimum of 90% of all entering student cohorts assessed, as deficient will successfully complete their deficiency coursework within two semesters
- Retention Rate-A minimum of 70% of the proportion of student's cohorts will still be enrolled for at least one credit hour the following semesters until graduation.
- Demonstration of Citizenship Skills-A minimum of 70% of the students enrolled in the division will be participating in a student organization
- Student Goal Obtainment-A minimum of 90% of the proportion of students who are exiting the program will report that their original goal (or subsequent goal) in attending OSU-Okmulgee while enrolled has been met
- Degree Completion-The graduation rate for all degrees seeking freshman will equal or exceed the national average for institutions of higher education that maintain an "open door" admission policy
- Placement Rate in the Work Force-A minimum of 90% of all graduates will be employed in fields directly related to their technical preparation, continuing their education, operating their own small business or will be members of the armed forces within one year after graduation

Objective 4.1: Sponsor support activities to maintain a high retention rate, promote the achievement of student career goals, obtain a high graduation rate, and obtain a high job placement rate.

Strategies:

- Sponsor an academic advisor training session for all faculty advisors.
- Review placement tests score of entering students and enroll those students needing remediation in the proper remediation courses.
- Sponsor academic advisement sessions and make students aware of peer tutoring programs and other support services.
- Provide a new student orientation session each semester.
- Have faculty monitor student progress in early stages and identify student weaknesses.
- Encourage students to join a student organization or club.
- Make students aware of the student loan program available in the division.
- Sponsor social activities to give students an opportunity to get to know each other and feel like to belong to a group.
- Sponsor an "Outstanding Graduate Award" each semester.
- Plan and sponsor a guest speaker program and a program involving field trips.
- Provide students with employment notices, assist them in preparation of a resume, and provide them with training in interviewing techniques.

- Promote a caring attitude and positive institutional climate.
- Promote a safe learning environment.
- Promote a good work ethic and a philosophy of becoming socially responsible.
- Promote student growth and recognize student achievement.
- Counsel students and make appropriate referrals when needed.
- Encourage students to participate in Student Life Activities.

Goal Five: Partners in Education-Partnerships will be formed with business, industry, and tribal governments for advice, direction, and support to the division.

Critical Success Factors:

- The number of industry advisory committee members will experience a growth rate of 5% each year
- An articulation agreement with Green Country Technology Center will be formulated to provide career-laddering opportunities for Licensed Practical Nurses to advance to a Registered Nursing Status
- A minimum of three industry partnerships will be created to serve as site coordinators and sponsorships of non-credit training in pedorthic footwear techniques at strategic locations throughout the U.S.
- A co-chartering agreement will be negotiated and finalized with the Muscogee (Creek) Nation for an American Indian University

Objectives:

Objective 5.1: Increase the number of industry advisory committee members who can provide advice, direction, and support to the divisional programs.

Strategies:

- Identify and recruit individuals from industry to serve on the industry advisory committee.
- Submit recommendations of advisory committee candidates to the President for appointment.
- Distribute orientation materials to new advisory committee members.
- Plan, organize, and sponsor effective advisory committee meetings.

Objective 5.2: Negotiate and finalize an articulation agreement with Green Country Technology Center.

Strategies:

- Sponsor discussion meeting to promote the concept and value of sponsoring an articulation agreement for the advancement of LPN's to RN's through a Career Laddering Program.
- Draft and finalize an articulation agreement between OSU-Okmulgee and Green Country Technology Center.

Objective 5.3: Create a minimum of three industry partnerships for the delivery of out-of-state training in pedorthic footwear techniques.

Strategies:

- Identify potential industry partners who may be interested in serving as a site coordinator and becoming a member of our “Partners in Education Program.”
- Sponsor discussion sessions to identify potential customers, develop cost estimates, and work out logistics.
- Organize partnership by a Letter of Agreement.
- Deliver and evaluate teaming activity.

Objective 5.4: Sponsor planning and implementation activities for forming a partnership with the Muscogee (Creek) Nation to plan, develop, and operate an American Indian University.

Strategies:

- Develop white paper on the concept of operating under a co-chartering agreement for the operation of an Institution of Higher Education for the Muscogee Nation.
- Sponsor discussion meeting with the elected officials and staff.
- Develop and obtain an endorsement from the Inter-Tribal Council of the Five Civilized Tribes.
- Develop and obtain an approval from the Muscogee National Council for the establishment of a Tribal Board of Regents; and obtain approval for the appointments of the Board.
- Negotiate and finalize co-chartering agreement.
- Conduct eligibility study and seek federal assistance for planning and operating the American Indian University.

Goal Six: External Education Linkages-Establish and develop external educational linkages with public/private sector groups and industry; and become a “state assisted” versus a “state supported” division by generating new sources of revenue.

Critical Success Factors:

- Approximately \$200,000 will be generated from the sponsorship of non-credit courses, workshops, and seminars
- A Technology Transfer Project will be developed and implemented resulting in an increase of funds and a contributing factor in stimulating the economy
- Approximately \$50,000 will be generated from the provision of patient care services in Orthotics, Prosthetics, and Pedorthics
- Approximately \$10,000 will be generated from the production and marketing of Distance Learning Products, i.e., CD’s featuring foot anatomy and biomechanics

Objective 6.1: Sponsor pre-certification program for persons seeking certification in pedorthics and continuing education opportunities in Pedorthics, Orthotics, and Prosthetics.

Strategies:

- Design, develop, and market non-credit pre-certification courses in pedorthic footwear technology entering markets both in Oklahoma and in states throughout the U.S.
- Design, develop, and market non-credit workshops and seminars in pedorthics, Orthotics, and Prosthetics.

Objective 6.2: Investigate and develop Technology Transfer Projects.

Strategies:

- Design, market and distribute a product to be named the “OSU Leg.”
- Seek grant funds for program startup.
- Organize research and development team; and seek private sector investor/entrepreneur.

Objective 6.3: Develop and operate a clinic for patients seeking Orthotics, prosthetics, and Prosthetic services.

Strategies:

- Develop Clinical Practice Management Plan.
- Obtain DME Number from Medical.
- Organize policies and procedures for clinical operation.
- Participate in HIPPA Training.
- Obtain necessary licenses.
- Make arrangements for processing medical billings for patients.

- Establish physical resources, i.e., building, equipment, inventory, and patient record-keeping forms.
- Sponsor information session with Oklahoma Rehabilitation Services.
- Schedule patient appointments, deliver patient care, and implement patient follow-up activities.

Objective 6.4: Research, develop, and market two distance learning products utilizing Compact Disks (CD's) featuring learning opportunities on Foot Anatomy and Biomechanics.

Strategies:

- Advertise and market CD featuring foot anatomy.
- Design, develop and produce CD featuring biomechanics.
- Advertise and market CD featuring biomechanics.

Goal Seven: Physical Resources-Develop and maintain state-of-the art leaning facilities and equipment.

Critical Success Factors:

- A 2,500-clinical/manufacturing facility will be constructed, completed and ready for occupation by the end of FY'04
- Over \$20,000 worth of instructional equipment will be purchased and infused in the appropriate programs of study

Objective 7.1: Design, construct and complete an additional 2,500 square feet of laboratory space to be utilized as a clinical/manufacturing facility.

Strategies:

- Complete building plans and specifications.
- Obtain cost estimates and award contract.
- Complete and initiate building startup.

Objective 7.2: Plan and implement equipment acquisitions.

Strategies:

- Organize student equipment meeting.
- Survey academic programs and develop list of needed equipment acquisitions.
- Prioritize list of equipment acquisitions and obtain cost estimates.
- Sponsor student equipment meeting and make equipment proposal.
- Obtain confirmation, make revisions, and approve list.
- Prepare necessary documents for processing equipment acquisitions.
- Install and setup equipment.

Goal Eight: Strategic Planning and Program Development-Create a Strategic Planning Document and plan, develop, implement, and evaluate, new programs of study in the areas of health and environmental technologies.

Critical Success Factors:

- Strategic Planning Process was implemented and a Strategic Plan was created documenting the results of the process
- A Registered Nursing Program received approval for initiation by the Oklahoma State Board of Health, the Oklahoma State University Board of Regents, and by the Oklahoma State Board of Regents for Higher Education; and a three-year federal grant in the amount of \$250,000 was approved for program startup and operations
- A planning document for a new Environmental Science Technologists Program will be prepared for future development purposes
- Quality of Life, Economic Development, and Healthy Living Initiatives

Objective 8.1: Create a Strategic Planning Document characterizing the Vision, Mission, Core Values, Strategic Goals, Critical Success Factors/Assessments, Objectives, and Strategies for the Health & Environmental Technologies Division.

Strategies:

- Review the literature and identify trends.
- Sponsor planning meetings and shape vision, mission, core values, strategic goals.
- Sponsor planning meetings and develop objectives, critical assess factors, and strategies.
- Compile information into a strategic planning document.

Objective 8.2: Obtain approvals for a Registered Nursing Program by the appropriate agencies.

Strategies:

- Prepare an initial application for Step 1 for a New Nursing Education Program and submit it to the Oklahoma Board of Nursing.
- Prepare a new program request for an Associate in Applied Science Degree Program in Nursing with an option in Pre-BSN and submit it to the Oklahoma State University Board of Regents and to the Oklahoma State Regents for Higher Education.
- Prepare a grant application for funding under the provisions of the Nurse Reinvestment act and submit it to the United State Department of Health and Human Services for approval.

Objective 8.3: Research and develop information for an Environmental Science Technologists Program of Study.

Strategies:

- Review the literature and identify the need, demand, and characteristics of an Environmental Science Program of Study.
- Review other Programs of similar in nature.
- Consult with experts in the field.
- Design curriculum scheme for the proposed program.
- Identify needed resources for the proposed program.
- Develop a planning document for the proposed program.

Objective 8.4: Promote quality of life, economic development, and healthy living initiatives.

Strategies:

- Encourage faculty and students to participate in wellness program.
- Sponsor diabetes prevention awareness campaign.
- Participate in disability awareness days.
- Sponsor “stop smoking” campaigns.
- Participate in economic development planning and discussion meetings.
- Sponsor business incubator program small allied health professionals.