GRADUATE PROGRAM - MAJOR MODIFICATION PROPOSAL

Expedited Approval Submission Form

This template is to be used when seeking approval for a Major Modification of an existing Graduate Program. Major modifications must receive the approval of the Graduate Studies Executive Council (GSEC) before being submitted by the Provost's Office to the Senate Secretariat for referral to the Senate Committee on Academic Development (SCAD) which will then make their recommendations to Senate. Academic Units are strongly advised to contact the Director of the Office of the Vice-Provost and Dean SGS or the appropriate Associate Dean in the SGS with any questions that arise during this proposal development. Refer also to the QUQAPs website at: http://www.queensu.ca/provost/responsibilities/qualityassurance.html.

NOTE: the textboxes in this template will expand as needed.

Part A – General Summary

Name of Existing Program:	Master of Nursing Science Master of Nursing (Primary Health Care Nurse Practitioner)
Academic Unit(s):	School of Nursing
Proposed Implementation Date:	1st September 2014

Contact Information (1)		Contact Information (2)	
Name:	Dr. Jennifer Medves	Name:	Dr. Diane Buchanan
Title:	Director School of Nursing and Vice-Dean (Health Sciences)	Title:	Graduate Coordinator
Unit:	School of Nursing	Unit:	School of Nursing
E-mail:	jennifer.medves@queensu.ca	E-mail:	buchan@queensu.ca

Nature of Modification:	CHECK all that apply

X   Creation or deletion of a Graduate Field

   Specify: deletion of two fields and creation of three fields

☐   Change in a degree designation without a substantial change in Program requirements or learning outcomes (*e.g. MSc(E) to MASc*)

☐   Significant changes to Program requirements from those existing at the time of the previous cyclical review (*e.g. admission or graduation requirements*)

☐   Significant changes to the Program structure (e.g. major changes to courses comprising a significant proportion of the Program, typically 35% or less)[Consult with Provost and/or Vice Provost, SGS]

☐   Introduction or deletion of a research project, research essay or thesis, course-only, internship or practicum option (*Master's level*)

☐   Change to requirements for comprehensive or qualifying examinations, field studies or residence requirements

☐   Significant changes to the faculty delivering the Program

☐   Significant changes to the existing mode(s) of delivery (*e.g. different campus, on-line, blended learning, inter-institutional collaborations, etc.*)

☐   Merger of two or more graduate Programs

☐   Changes to Program content (other than those listed above) that affect the learning outcomes, but do not meet the threshold for a Brand New Program

OTHER:	

Description of Existing Program, Nature of the Major Modification, and Rationale for Proposed Change
Briefly summarize (suggested 1-page maximum) the existing Program to be modified, the nature of the proposed Major Modification, and the rationale for the modification. Comment on the impact it will have on the structure, Degree Level Expectations, and learning outcomes of the existing Program(s) as appropriate. Explain (as appropriate) how the relevant stakeholders (e.g. faculty, staff, students) were consulted in preparing the proposal; and comment on additional resources required to implement the Program modification.
The Master's of Science offered in the School of Nursing has been existence for almost 20 years. A proposal to change the name of the degree is presently seeking approval. A second component of these changes is to recognize the faculty expertise for the next CPR cycle and whether the fields offered in the graduate programs are congruent.   During the CPR self-study process completed in December 2012 it was recognized that with the almost complete turnover in faculty in the last ten years and development in the field of nursing research since 2000 the fields in the Master's programs have become outdated and misaligned with a) faculty experience and expertise, b) the PhD program, and c) future plans for expansion in the School of Nursing.   The suggested fields were considered by the reviewers during the site visit and reflected the development of the discipline in nursing since the Master's program was initiated in 1994.   The new fields align with the GDLEs, there are no structural changes to the program, there are no new core courses to be created. Students and faculty were part of the self-study for the CPR process

conducted in the School of Nursing during 2012 and no issues raised by the review team.

There are no additional resources required to make the changes to the fields

Part B – Evaluation Criteria

To facilitate evaluation of the proposal for a Major Modification of an existing Graduate Program, only the relevant textboxes below need to be completed (consult with the School of Graduate Studies to confirm the information required). Academic Units should refer to the New Graduate Program template. http://www.queensu.ca/provost/responsibilities/qualityassurance/DocumentsandLinks/Templates.html for details regarding the Sections and Tables in that template that need to be completed as specified and imported into the relevant Sections below. Academic Units should bear in mind the diverse groups (e.g. GSEC, SCAD, Senate) that will be reviewing their submission and prepare their proposal accordingly.

Creation of a New Graduate Field

Information required: *Description of Field; course requirements associated with the new Field [Section 3.2 including Table 1]; calendar description of any new course(s) and include course outline(s) [Section 3.3]; identify: specific DLEs, learning outcomes and measures of achievement associated with the new Field [Section 5.1 including Table 3]; faculty members associated with the new Field [Section 8.1, Table 5]; research funding associated with the new Field [Section 8.6, Table 6]; student demand for the new Field [modified Section 9.1]; other relevant information to support the change.*

The information has been presented in the School of Nursing Self-Study CPR documents. The CPR process is complete at the Faculty level and all documents, reports and responses are under review by the Senate CPR Committee.

The new fields are: 1) Chronic Health Conditions, 2) Primary Health Care Nursing, and 3) Transitions in Health and Illness. The three fields are broadly defined to capture both wellness and illness at the individual and population level.

As stated earlier, the new fields recognize the health challenges to Canadians in the 21st century and reflect the expertise of faculty. Several faculty have research programs that cross at least two fields. By being able to advertise these new fields we hope to attract well qualified bright nurses who wish to complete graduate education at Queen's. In addition, during the self-study process we examined the websites of all Nursing Programs in Ontario to understand their nursing fields. Our fields are similar but not the same as other nursing programs.

Deletion of a Field
Information required: *Implication to program structure including courses offered, fulfillment of Degree Level Expectations and achievement of learning outcomes.*
The fields to be deleted are: 1) Health and Chronic Illness and 2) Women's and Children's Health There are no implications to the program structures with the deletion of the two fields

Change in Degree Designation Without a Substantial Change in Program Requirements or Learning Outcomes
Information required: *Appropriateness of proposed designation [Section 1.5], comparison with other similar programs, describe consultative process including consultation with current students, impact on current students, timeline for implementation and grandfathering* (note: Registrar's signature required in Part C)
Not applicable

Significant Modification of Program Requirements From Those Existing at the Time of Previous Cyclical Review (*e.g. admission or graduation requirements*) OR Significant Changes to Program Structure (*e.g. to courses comprising the Program, typically no more than 35%*)
Information required: *Specify the nature of the changes in terms of course requirements [Section 3.2 including Table 1], any new courses added [Section 3.3] outline how the changes support the Degree Level Expectations and learning outcomes [Section 5.1 including Table 3], justify any changes to admission [Section 2.1], language [Section 2.2] and/or degree requirements [Section 3.1]. Specify the resource implications [Section 8; space, faculty, staff, budget – include Budget Module of New GRAD Program template if appropriate]*
Not applicable

Introduction or Deletion of a Research Project, Research Essay or Thesis, Course-only, Internship or Practicum Option (*Master's Level*)
Information required: Introduction: *describe the nature and appropriateness of the requirement [Section 9.4]; how the requirement contributes to the relevant Degree Level Expectations and identify associated learning outcomes [Section 3.2, including Table 1]; indicate the timeline for degree completion [Section 3.5] and methods of monitoring progress [Section 3.7]; describe the research funding available in support of the research requirement [Section 8.6 including Table 6].* Deletion: *describe the impact on students' ability to achieve the learning outcomes and meet Degree Level Expectations, on expected the completion time, and on the relative workload associated with the Program.*
Not applicable

Change to Requirements for Comprehensive or Qualifying Examinations

Information required: *Describe the nature of and rationale for the proposed modification [Section 3.4] and the associated learning outcomes and Degree Level Expectations [Section 5.1]*

Not applicable

Significant Change to the Faculty Delivering the Program
(e.g. inter-institutional collaboration, different campus)

Information required: *Complete Section 8.1, Table 5 for all new faculty involved in the Program [append CVs if not previously included in the Program Review] and explain how Program integrity will be sustained (including student supervision)*

Not applicable

Significant Changes to the Existing Mode(s) of Delivery
(e.g. part-time, different campus, on-line, blended learning, inter-institutional collaborations, etc.)

Information required: *As appropriate include Section 3.6 and Section 6 (including subsections). If new faculty associated with change, include Sections as per above. As appropriate, complete Section 7 including all subsections, and Section 8 plus the Budget Module* (Authorization of Vice-Provost Planning and Budgeting required, Part C)

Not applicable

Merger of Two or More Approved Graduate Programs

Information required: *Complete Section A of this template and append all sections of the New Graduate Program template (append CVs for those faculty members not previously included in the OCGS-approved contributing Programs)[SGS following up with QC on this category 20Apr2012-spcc]*

Not applicable

Other Changes that Affect the Learning Outcomes but Do Not Constitute a Brand New Program

Information required: *Consult with the School of Graduate Studies*

Not applicable

Quality Indicators

8.	Faculty Complement and Activities

8.1 *Faculty Profile –Provide summaries of faculty involved in the Program by completing the two tables below.*

CV Modules - Complete and submit CV modules for all <u>core</u> faculty in the Program (i.e. those listed in Table 3a). CVs for faculty who are cross-appointed should be included if they have sole (full) supervisory privileges. Inclusion of CVs for co-supervisors who are either cross-appointed and/or employed outside of Queen's, is at the discretion of the Academic Unit.

In Table 3a, list the core (tenured, tenure-track, Special, emeriti) faculty that contribute to delivery of the Program; include those on leave (add rows as needed).

Table 3a. Listing of Core Faculty Contributing to Program Delivery

Faculty Member	Rank and Status*	Home Unit	Contribution Level and Supervisory Privileges**	Field(s)***		
				Transitions	Chronic health conditions	Primary Health Care Nursing
Almost, J.	Full; tenure-track	School of Nursing	B; full	x		
Baker, C.	Professor Emerita	School of Nursing	G; full	x		
Brown, A.	Full; tenured	School of Nursing	B; full	x		
Buchanan, D.	Full; tenured	School of Nursing	B; full	x	x	
Edge, D.	Full; tenured	School of Nursing	B; full	x		x
Godfrey, C.	Full; tenure-track	School of Nursing	G; full	x		x
Harrison, M.B.	Full; tenured	School of Nursing	G; full	x	x	
Kisilevsky, B.	Full; tenured	School of Nursing	B; full	x		
Medves, J.M.	Full; tenured	School of Nursing	B; full	x		x
Lamb, M.	Professor Emeritus	School of Nursing	B; full	x		x
Sears, K.	Full; tenure-track	School of Nursing	B; full	x		x
Tranmer, J.	Full; tenured	School of Nursing	G; full	x	x	
VanDenKerkhof, E.	Full; tenured	School of Nursing/ Department of Anaesthesiology and Perioperative Medicine	G; full	x	x	
Wilson, R.	Full-tenure-track	School of Nursing	B; full	x	x	
Woo, K.	Full; tenure-track	School of Nursing	B; full	x	x	

*specify tenured, tenure-track (new or renewed), emeriti. **Indicate level of program contribution (U, undergraduate only; G, graduate only; B, both U and G. Indicate also supervisory privileges (U, G or B). ***In the first instance, a field is understood to be an area of characteristic and distinctive strength for which the Program wishes to be known and which it wishes to advertise.

Part C - Authorizations

The date of Faculty Graduate Council/Committee approval is to be included prior to submission to GSEC, the remainder of Part C will be completed as appropriate by the SGS following GSEC approval prior to submission to SCAD.

Note: additional authorizations may be required depending on the nature of the proposed Major Modification [refer to Part B].

Date approved by Faculty Graduate Council(s)/Committee(s)	*[signature]*	30. Aug. 2013 (email vote)
Date Approved by GSEC	Sept 19/13	
Vice-Provost and Dean, School of Graduate Studies	*[signature]* Signature	Sept 26/13 Date
Provost and Vice-Principal (Academic)	*[signature]* Signature	1.10.13 Date
Date Approved by SCAD		