

## Annual Program Review Update Form - Spring 2010

### I. General Information

Date: 23-May-10

Program/Department:

Health Technologies (Medical Assisting and options)

Authors of Report:

Pat Hassel, all part-time instructors and clinical facility supervisors

### II. Status Since Previous Program Review

What significant changes have occurred since the last complete program review? Were those changes based on SLO assessments? How have these changes affected your program? You may also address how these changes affect the following: strategic initiatives, "main areas for improvement", mission statements, or physical/organizational restructuring.

Changes: 1. Increased enrollment in all HTEC programs due to economy; also, employment opportunities are less due to recession (this situation will improve with improved economy and health care reform). 2. New clinical sites are available; they want to train our externs again anticipating hiring within the next 2 years.

	Total courses offered 2010 to Spring 2011	SLOs Written	Committed to assess in '09-'10	Committed to assess in '10-'11	SLOAC Completed for at least one SLO	SLOAC Cycle Completed for all SLOs
<b>Courses in Program</b>	26/30*	100%-30	31% (8/26)	69%(18/26)	31%(8/26)	31%(8/26)
<b>Percent</b>		#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
		Total (head ct)	Participated in writing SLOs	Assessed or planning to assess in '09-'10	Planning to assess in '10-'11	Participated in a SLO Reflection & Enhancement Discussion
Full-time Faculty in Program	1	100%-30/30	31% (8/26)	69%(18/26)	31%(8/26)	31%(8/26)
<b>Percent</b>		#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Part-time Faculty in Program	8	100%(30/30)	31% (8/26)	69%(18/26)	31%(8/26)	31%(8/26)
<b>Percent</b>		#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!

**SLOAC means:** a complete SLO Assessment Cycle includes writing an SLO, assessing the SLO and the assessment reflection and enhancement phase.

**SLOAC Discussion and Analysis:** Summarize the discussions and analyses of your program/departments' SLOAC results. The discussions and analyses need not be limited to the information shown in Sections I and II above.

1. Convert lecture courses to hybrid to increase enrollment and flexibility for students. 2. All HTEC students should have access to hybrid courses such as medical terminology as a review. 3. Non-native speakers should enroll in ESL courses if necessary to increase student success rate. 4. Encourage students to update their emails addresses and phone numbers to have access.

### Suggestions for the SLOAC Discussion & Analysis:

Detailed data supporting some or all of the statistics shown above. **Of the SLOAC-8 courses, data positive**

Patterns that emerge or are confirmed when SLO data are viewed, either alone or in combination with other data (such as student ESL placement test results) at the program level. **Patterns consistent except one**

What your goals were for any of the percentages above, and whether you achieved that goal. **Our goals were to achieve 85-90%-achieved except one**

Evidence of value derived from the SLOAC process within your program. **Evidence proved goals met**

Some of the challenges your faculty continue to face in attempting to hit your program goals with respect to SLOs.  
**ESL main problem**

*If enhancements/improvements to your program can be implemented within the division's currently existing structures and allocated resources, then consider this update form complete and submit to your division dean. If enhancements/improvements are identified that require **ADDITIONAL** resources through the Instructional Planning and Budgeting process, then complete Section IV. (See next page).*

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### IV. Resource Requests: (Use this section **ONLY** if you have a **NEW** resource request)

Program/Department: **Health Technologies (Medical Assisting and options)**

Please submit your top three (or less) choices below in ranked order:

		Cost estimate
Item Name:	<b>#1-4 phlebotomy chairs</b>	<b>\$4,000</b>
Item Name:	<b>#2-4 portable ergonomic workstations with desktop computers and printers</b>	<b>\$12,000</b>
Item Name:	<b>#3-40 ergonomic task chairs</b>	<b>\$4,800</b>

What SLO Assessment findings, if any, support and guide the resource request?	<b>#1-By having more phlebotomy chairs they will allow all students to set up their "patients" which will allow increase students to achieve SLO faster #2-Encourage students to document via computer-which is current practice #3-Allowing students to be comfortable (old chairs are breaking) will increase the student learning (based on pre-SLOAC)</b>
How will the resource allocation specifically enhance your program's services, activities, processes, etc. to improve student learning and achievement?	<b>All three requests will allow us to update the curriculum to include documentation via computer. All HTEC courses including phlebotomy now require the presence of electronically documenting patient information.</b>
How will the resource enhance your program with respect to the College mission or Strategic initiatives and/or your program's goals for improvement as stated in your last program review?	<b>The allocation of the above resources will allow us to provide up-to-date curriculum with state of the art equipment (computers), increase enrollment in phlebotomy (200 students presently), and allow the students to continue to be comfortable while learning.</b>

Other information that may be important to support your request?	We suspect that with the economy improving and the health care reform approved, there will be many employment opportunities. This will increase our enrollment even more! Our certificate program graduates are exactly what will be needed in the medical community!
If applicable, please describe why you do not have enough funding within your current budget allocation for this request.	Projected 2010-11 B budget will be enough for supplies, not 3 items.