**Unit Strategic Plan**

**2019 - 2021**

**Name of Program/Department:** Medical Laboratory Technology/Center for Professional, Career and Technical Education

**Mission Statement (for the program or department):**

The mission of the Medical Laboratory Technology Program at Jefferson State Community College is to promote and maintain standards of quality for the services and the environment necessary for students to achieve their educational goals and to enhance the social, cognitive, and professional skills required for entry level employment as Medical laboratory technicians (MLTs) in the healthcare community.

**Summary of Access, Productivity and Effectiveness (Including, but not limited to, program load, success rate, retention rate, completion rate, employer surveys, student surveys):**

*College Career/Technical Education Performance Data*

I. Number of Degrees Conferred: IPEDS

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **CIP**  **PROGRAM** | **SU 2016**  **SP 2017** | **SU 2017**  **SP2018** | **SU 2018**  **SP 2019** | **Three-year average** |
| **51.1004** | Degree | Degree | Degree |  |
| **Medical Laboratory Technology**  **AAS C242** | 21 | 22 | 14 | 19  Graduates |

|  |  |  |  |
| --- | --- | --- | --- |
| **Short Certificate**  **SCT C249**  **Certificate** | **SU 2016**  **SP 2017** | **SU 2017**  **SP2018** | **SU 2018**  **SP 2019** |
| **# awarded** | 9 | 6 | 2 |

*The IPEDS Completion Report*

* The average number of degrees awarded has remained consistent over the last three years. We did see a decrease in the number of graduates for the 2018-19 reporting period. Attrition 1st and 2nd semester was especially increased with final clinical semester between 6-8 students for fall18, spring 19 and fall19 clinical groups. Admission statistics will show that enrollment and retention has rebounded for the 2019-20 assessment period. The restricted enrollment prevents any major increases in this area but the program is focusing on retention through course sequencing and curriculum changes.
* The MLT/Phlebotomy Short Certificate program began in 2016-17. This award captured the 1st. semester non-completers and was initially only offered to non-completers or students desiring just wishing to complete the phlebotomy certification program. This process continued for the 2017-18 cohort. The college decided to award all students satisfying the criteria the MLT/Phlebotomy Short certificate. The number in the 2018-19 cohort only represents the students not continuing in the MLT program. In spring 2019, per SAC-COC requirements we had to add more MLT course specific classes to the short certificate award. This has now prevented the certificate to be awarded to any student other than those admitted to the MLT program. All students completing the first semester of the MLT program are awarded to certificate. Statistics for this award will now reflect only the MLT program non-completers in future assessments.

**Licensure/Certification Exam Results**

Licensure/Certification Agency: American Society for Medical Pathologist Board of Certification (ASCP)

**II. ASCP BOR Certification Results**

**NAACLS BOC Testing cycle July-June**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **7/1/15-6/30/16** | | | **7/1/16-6/30/17** | | | **7/1/17-6/30/18** | | | **3YR**  **AVG** |
| **# Taking** | **% Pass** | **%**  **Graduate**  **Testing**  **first year** | **# Taking** | **% pass** | **%**  **Graduate**  **Testing**  **first year** | **# Taking** | **% pass** | **%**  **Graduate testing**  **First year** | **BOC**  **Pass Rate** |
| 10/12 | 83% | 12/16  75% | 14/19 | 74% | 19/19  100% | 12/15 | 80% | 15/23  65% | 36/46  78% |

|  |  |  |
| --- | --- | --- |
| **7/1/18-6/30/19**  **This cohort is still testing per NAACLS reporting criteria.** | | |
| **# Taking** | **% pass** | **%**  **Graduate testing**  **First year** |
| 5/8 | 63% | 8/14  57% |

* **NAACLS Benchmark for ASCP Certification Rates: Three years consecutive results of graduates’ certification rates demonstrating an average of at least 75% pass rate on BOC examinations, for those who take the exam within the first year of graduation as calculated by the most recent three-year period.**
* Our three-year average is above the NAACLS benchmark. There is still room for improvement in the 2017 -2018 cohort as some students are scheduled to retake the exam. Our 2018-19 cohort has just began testing.
* Percent of graduates testing is a program goal. We are striving to reach at least 80% of students testing each cohort within first year and saw some improvement in the 2016-2017 cohort but trended downward the next year. Importance of testing is taught as part of professional development in our medical seminar course. Employment is not contingent on certification, so it is sometimes difficult to promote the need for certification. Statistically students taking the exam within 6 months of graduation perform better than those taking after 6 months. The Program coordinator closely monitors the ASCP testing and contacts students through email to encourage testing within the first six months.

**III. Admission Statistics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Admission Cycle** | **Applications**  **Received** | **# Admitted**  **Total** | **# Out of Progression or program** | **Non-completers** | **% MLT Graduates per NAACLS Standard** |
| Spring Phlebotomy/ Pre MLT 2017 | 11 | 11 | NA | 1/11 9% | NA |
| Summer 2017 | 24 | 20 | 3 | # Attrition/ %  1-2 semester 8/17 47% | 8/9  89% |
| **NAACLS Standard** # Attrition/ %  3rd semester 1/9 11% |
| Fall 2017 | 36 | 17 |  | # Attrition/ %  1-2 semester 10/16 63% | 6/6  100% |
| **NAACLS Standard #** Attrition/ %  3rd semester 0/6 |
| Spring Phlebotomy/ Pre MLT 2018 | 28 | 14 | NA | 0/14 | NA |
| Summer 2018 | 25 | 17 | 3 | # Attrition/ %  1-2 semester  7/14 50% | Projected Graduates  6/7  86% |
| **NAACLS Standard** # Attrition/ %  3rd semester  1/7 14% |
| Fall 2018 | 26 | 17 | 2 | # Attrition/ %  1-2 semester  4/15 27% | 11  projected graduates |
| **NAACLS Standard** # Attrition/ %  3rd semester  0/11 0% |
| Spring Phlebotomy/ Pre MLT 2019 | 10 | 10 | NA | 2/10 20% | NA |
| Summer 2019 | 19 | 14 |  | # Attrition/ %  1-2 semester  TBD 0/0 0% to date | TBD |
| **NAACLS Standard** # Attrition/ %  3rd semester  TBD |
| Fall 2019 | 22 | 16 |  | # Attrition/ %  1-2 semester  TBD | TBD |
| **NAACLS Standard** # Attrition/ %  3rd semester  TBD |

* **NAACLS Benchmark for Graduation Rates: Three years consecutive results of graduation rates demonstrating an average of at least 70% of students who have begun the final half of the program go on to successfully graduate from the program as calculated by the most recent three-year period.**
* Retention rate – NAACLS defines attrition as students leaving after starting the second year of the program. We are using the third semester to define our attrition rates. **\*\* Attrition rates have been documented for students we lose first two semesters as well as the 3rd semester benchmark set by NAACLS. The graduation rate is calculated based on NAACLS standard.** The MLT department has met all NAACLS benchmarks in this area.
* Spring admission is for anyone wishing to complete the phlebotomy certification program. Many will be pre-MLT students that will count again in my summer program admission cohort. This spring admission also has pre-nursing, other allied health students and those just desiring phlebotomy.
* We continue to have a high attrition first semester. This is common for this profession across the country. We continue to tweak the course sequencing to help with retention first semester. This lighter load for new MLT students gives them the opportunity to acclimate to the program easier.
* We have captured some of this attrition with the award of the Short Certificate in MLT/Phlebotomy as described previously.
* We continue to send out admission letters to approximately 20-22 students each admission cycle with 16-18 students accepting a seat in the program each fall and summer semester. Clinical rotations in especially Blood Bank and Microbiology continue to be an issue and prevents any larger admission cohort. We can offer two clinical rotations for students during a summer semester should the need arise. We have utilized summer clinicals for both advanced placement for fall clinical or completing a spring clinical rotation.

**IV. Completers and Certifications for MLT Programs**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Year** | **Admission Number** | **CPR Certification** | **NHA**  **Phlebotomy Certification**  **Exam** | **Phlebotomy Short Certificate** | **AAS MLT** |
| SU 2016 | 16 MLT | 16 | 3 | 1 | 11 Fa2017 |
| FA 2016 | 14 MLT | 14 | 3 | 1 | 7  Sp2018 |
| SP2017 | 11 Pre-MLT | 11 | 6 | 6 | NA |
| SU2017 | 20 MLT  2 Phlebotomy Certification | 17 | 5 | 10 | 8 |
| FA2017 | 15 MLT  3 Phlebotomy Certification | 18 | 11 | 10 | 6 |
| SP 2018 | 15 Pre-MLT | 15 | 2 | 4 | NA |
| SU 2018 | 16 | 8 | 1 | 10 | 7 |
| FA 2018 | 17 | 17 | 2 | 13 | 11 Projected |
| SP 2019 | 10 | 10 | 4 | Phlebotomy Short Cert. Curriculum Change. No longer available for Pre-MLT/Phlebotomy | NA |
| SU 2019 | 14 MLT  2 Phlebotomy  Certification | 12 | 2 | 14 | TBD |
| FA 2019 | 13  3 PLA | 13 | Will take in December 2019 | 13 Awarded Dec. 2019 | TBD |

Students are encouraged to use the award ladder. All MLT program admits are automatically awarded the short certificate after completing their first semester. Due to curriculum changes demanded by SAC-COC it is no longer available to Pre-MLT and or Phlebotomy students. Students that are interested in working as a phlebotomist during the MLT program are typically the only ones taking the phlebotomy certification exam. Most students wait until AAS degree is awarded. The MLT certification will also allow graduates to perform phlebotomy.

**V. Phlebotomy Certification Results**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | **# Taking** | **#passing** | **% passing** |
| **Spring 2017** | **7** | **7** | **100%** |
| **Summer 2017** | **5** | **5** | **100%** |
| **Fall 2017** | **11** | **11** | **100%** |
| **Spring 2018** | **3** | **2** | **67%** |
| **Summer 2018** | **4** | **1** | **25%** |
| **Fall 2018** | **2** | **2** | **100%** |
| **Spring 2019** | **5** | **4** | **80%** |
| **Summer 2019** | **2** | **2** | **100%** |
| **Average** | **39** | **34** | **87%** |

Students choosing to take the NHA phlebotomy certification exam are still performing above the national average of approximately 77%. The spring and summer cohort did not test well. We made a change in the MLT 100 instructor as well as some curriculum revisions and the following classes have performed as expected.

**Phlebotomy Short Certificate continuation into the AAS MLT Degree**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Admitted to Phlebotomy Program** | **Admitted to MLT Program** | **Graduate of MLT Program** |
| **Spring 2017** | **11** | **9** | **4** |
| **Spring 2018** | **15** | **7** | **4 Projected** |
| **Spring 2019** | **10** | **4** | **TBD** |
| **Average** | **36** | **20** |  |

Approximately 56% of students admitted to the Spring Phlebotomy Certification program continue to MLT summer admission. Most student in our spring admission are pre-nursing students that are wanting the certification for extra ranking point into nursing program. The other half of students admitted are pre-MLT that missed the fall admission and are taking the phlebotomy certification before summer MLT admission cycle. Around 50% of those admitted to the MLT program will complete the AAS degree. Attrition is typically during 1st and second semester.

**VI. Job Placement MLT:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Year | # Program graduates | # Continuing Education | # working in field | % employed in field | Type facility | | | |
| H | RL | SL | DO/  C |
| 2016-2017 | 21 |  | 18 | 86% | 13 | 3 |  | 2 |
| 2017-2018 | 22 |  | 21 | 95% | 14 | 4 | 2 | 1 |
| 2018-2019 | 14 |  | 13 | 95% | 10 | 3 |  | 1 |
| Three Year Average | 57 |  | 52 | 91% |  |  |  |  |

H=Hospital, RL=Reference Laboratory, SL= Specialty Lab, DO/C= Doctors Office/Clinic

* **NAACLS Benchmark for Graduate Placement Rates: Three years consecutive results of graduate placement rates demonstrating that an average of at least 70% of respondent graduates either find employment in the field or a closely related field (for those that seek employment), or continue their education within one year of graduation as calculated by the most recent three - year period.**
* The MLT Program continues to place all graduates seeking employment.
* Statistics updated from graduate surveys and follow-up by program coordinator. To date all graduates from this program during this reporting cycle >91% have become employed in the field within 6 months of graduation. Two students in this statistic are unknown status.

**VII. Employer Data**

|  |  |  |  |
| --- | --- | --- | --- |
| **Employer Surveys** | **% responding as “Good” or better on Personal Skills** | **% responding as “Good” or better on Technical Skills** | **% Responses to the question Do you feel that the educational program at JSCC prepared the employee well for his/her first position at “agree” or better** |
| 2015-2016 | 100% | 100% | 100% |
| 2016-2017 | 100% | 100% | 100% |
| 2017-2018 | 90% | 90% | 90% |

* Employer surveys- analysis of employer surveys continue to demonstrate positive comments. Laboratory managers within the Birmingham area continue to hire students that completed the Clinical phase at their facility. Specialty labs such as Biolife recruit from our graduate population and are pleased with their entry level ability. Surveys are sent each fall to compile information concerning fall and spring cohorts.

**VIII. Graduate Data**

|  |  |  |
| --- | --- | --- |
| **Graduate Surveys** | **% responding to the question How satisfied are you with your education at JSCC at “satisfied” or better** | **% responding to the question How satisfied are you with your career choice at “satisfied” or better** |
| 2017-2018 | 84% | 80% |
| 2016-2017 | 100% | 100% |
| 2015-2016 | 100% | 100% |

* Student graduate surveys continue to be positive. Suggestions from previous surveys have resulted in changes in the semester sequence for the MLT coursework. The Blackboard course management system is being utilized in all MLT courses so that future online offerings can be transitioned easily. Currently a hybrid format is utilized in MLT 131, 111, 121, and 181.

**Internal Conditions:**

1. **Technology**

The instructional technology in the MLT phlebotomy lab has been completed with the addition of mounted LED projector and screen, Whiteboard and new desktop computer. This classroom is now used for lecture in courses where we only have one admission cohort taking the class. WE are now in compliance with NAACLS safety standards by removing lecture out of the dedicated student labs as well as allowing the program better scheduling options. Students are more comfortable with the seating arrangement in this classroom for didactic instruction. By agreement with the nursing department we have been allowed to designate GLB 164 as our own MLT lecture classroom. The new sequencing of MLT courses now combines both summer and fall admission cohorts into one course for several of our classed and top enrollment may be around 30-34 students. The GLB 233 lecture room cannot accommodate this number. We have a projector that we have requested to be mounted in the ceiling to get a better utilization of the space. IT has supplied a used desk top computer for use in this room. Nursing had already purchased tables and new chairs but to increase capacity the MLT 2019-20 budget is requesting additional tables and chairs to handle a capacity of 30-34 students.

1. **Budget**

Budgeted resources for expendable supplies are approximately $22,000.00. This amount is enough and should remain the same for the upcoming year. Other resources that are requested include our accreditation fees to NAACLS, Medtraining yearly subscription and ASCP BOC statistics report and our Orchard Software licensing fee any small increases in fees and will be reflected in the 2019-2020 budget.

1. **Staffing**

Staffing is currently sufficient to meet the program needs. The program employs two full-time and 5 adjunct instructors as needed. Currently, part-time/full-time ratios are very good. Two full-time office managers housed at the Jefferson Campus are available to assist the program as needed. These office managers support this program as well as other programs housed in the Center for Professional, Career and Technical Education. Support staff is adequate for our program needs. The typical 5 credit hour course, due to the lab component, requires 7 contact hours from the instructor. In addition, our lab space will only accommodate a class capacity no larger than 12 students and therefore requires additional lab sections for MLT 111, 121, 131, 141, 142, 151, 181 and 191. The adjunct instructors help with the extra lab sections, online instruction and other duties as needed. Full-time faculty can meet teaching load hour each fall, spring and summer semesters.

1. **Resources**

The program’s resources are currently enough to meet program needs. The program currently has 26 clinical site agreements with area clinics to accommodate students’ Clinical needs. Our clinical sites help provide expendable supplies for instruction with donations of reagents and equipment.

**5. Enrollment**

Enrollment remains stable with the ability to admit up to 20 students twice a year. Taking attrition into consideration first and second semester we typically send 12-14 students to Clinical rotations and most semesters do not have difficulty accommodating this number. Clinical placement continues to be a problem for enrollment increases. We did obtain UAB hospital that we hope will increase the number of students they will accept from 2 to 4 students twice a year. We are only sending UAB 1 or 2 students each fall and spring semesters until we build a stronger relationship. We added a small clinic and small reference lab for MLT and two hospitals taking phlebotomy students only at this time. Placement of students in microbiology and blood bank has continued to be an issue and hinder program growth. We have utilized the summer semester clinical option for blood bank and microbiology rotations to students that can commit to the additional hours.

**6. Facilities**

The MLT program has three classrooms for instruction and student labs. Future budgets

will continue to complete the renovation in room 233 that currently serves as a skill room for

phlebotomy instruction and is also utilized by the MLT students as a spillover classroom

when the labs are occupied. This supports the need for instructional technology and minor

repairs in that room that is reflected in the budget. Both, full-time faculty have office space

near the MLT labs. The part-time faculty share an office that is connected to another office

that is used for document storage. The students are blessed with their own break room with

kitchen facilities and lounge.

**7. Equipment**

Our current equipment needs are met. This strategic plan cycle we will be needing to replace some old and non-working small pieces of equipment that will not otherwise qualify for Perkins funding. Soon, we will be forced to look for some type of automated chemistry analyzers for use in student labs. The RX Monza has not held up or performed to the anticipated ability for student use. Future funding will continue to enhance technology and equipment in all MLT courses.

**External Conditions (such as state funding, accrediting agencies, advisory committees, postsecondary policy changes):**

The MLT Program is awarded accreditation through the National Accrediting Agency for Medical Laboratory Science (NAACLS). This agency has required standards that must be followed.

**NAACLS Standard VII. Faculty**

The program must have qualified faculty (e.g., medical laboratory scientist/Medical laboratory scientists/medical technologists, Medical laboratory technicians/medical laboratory technicians, administrators, managers and physicians).

**NAACLS Standard** **VII.A.2.C.** **Program Coordinator**

The program coordinator must show documentation of 36 CEU hours over each 3-year period.

**Standard VII.2.c. Didactic Instructor Appointments**

The program must have qualified faculty/instructors. The program must ensure and document ongoing professional development of the program faculty/instructors.

**NAACLS Standard III. Physical Resources**

**A**. Facilities

Classrooms, laboratories, administrative offices and other facilities must be adequate, equipped for safety, and must be in compliance with pertinent governmental laws.

**B**. Equipment and Supplies

Each student must have reasonable access to and experience with modern equipment and supplies.

**C**. Information Resources

Each student must have reasonable access to information resources containing current editions of books, periodicals and other reference materials in contemporary formats related to all content areas of the curriculum.

**D**. Instructional Resources

Adequate instructional resources must be available to facilitate each student’s attainment of entry level competencies.

E. Computer Technology

Each student must have access to and experience with contemporary computer technology.

The MLT Advisory Committee also makes recommendations based on industry standards and meets twice a year.

**2017-2018 Accomplishments:**

The renovation and completion of GLB 233 has been our greatest accomplishment. Being able to utilize that as a lecture space instead of the student laboratory has made it more comfortable from the student perspective but more importantly, we are now in better compliance with NAACLS safety standards. The Laboratory information system has been installed and training has been completed. We are currently building the patient data base and have started using it in the MLT 161 laboratory simulation class. Campus experience with entering results is beneficial to the student clinical experience.

**2018-2019 Accomplishments:**

Renovation of full-time instructor offices has been completed. Carpet removed and new office furniture has enhanced the working environment. The colleges commitment to upgrading the infrastructure on the Jefferson Campus is appreciated. We are now seeing and reaping the benefits of adding the phlebotomy certification program to the MLT curriculum. Over 50% of 4th and 5th semester students are already employed in a laboratory as a phlebotomist or lab assistant. Fall 2019 5th semester clinical class has 4/7 or 57% employed; 4th semester students have 6/11 or 54% employed. One benefit we are now experiencing is that employers will agree to take their employee as a clinical student. We gained two new clinical affiliations because they were employees of the facility. Grandview does not accept MLT student except for Fall semesters. Spring semester they only take MLS students from Bachelor and Master programs. This year they have 3 MLT student employees and have decided to train at least one this spring which becomes an added site we normally do not anticipate. Our final and greatest accomplishment is the addition of UAB Medical Center as a clinical affiliate. They have indicated they want multiple students each clinical semester. This has made clinical placement for areas such as microbiology and blood bank an easier task.

**Unit Goals for 2019-2020**

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal** | **Objectives** | **Method of Assessment** | **Additional Funding Requests** |
| Provide necessary equipment and reagents to teach entry level skills keeping abreast with new technology.  **Program Outcome**  #1. 70% of students admitted to the MLT program will complete as technically competent individuals ready to enter the laboratory workforce  **NAACLS Standard III.C. Physical Resources:** Physical resources such as facilities, equipment and supplies, information resources and instructional resources sufficient to achieve program goals.  **College Action Priority 4**  Improve the student college experience and expand student resources | 1. Purchase the necessary equipment and supplies to provide high quality campus laboratory experiences. | 1. 80% or more of the faculty report satisfaction with available technology resources.  2. 80% or more of students report satisfaction with available resources | 1. Maintain Expendable supply budget  $22,000.00  2. Electronic differential counter [2 @ 876.88](mailto:2@876.88) =$1753.76  3. Card rotator $1901.00  4. Microhematocrit centrifuge $2046.44 |
| Provide necessary technology in classrooms to support the MLT program.  **NAACLS Standard III.C. Physical Resources:** Physical resources such as facilities, equipment and supplies, information resources and instructional resources sufficient to achieve program goals.  **Technology Plan 2015-2020. Goal VI-1. Objective VI-1-1.**  **College Action Priorities**  **#4**  Improve students’ college experiences and expand student resources for success  **#5**  Improve the Jefferson Campus building and infrastructure.  **NAACLS Standard III.C.**  Physical Resources  Physical resources such as facilities, equipment and supplies, information resources, and instructional resources sufficient to achieve the program goals. | 1. Make necessary upgrades in GLB 164 to support the  MLT Program. | 1. 80% or more of the faculty report satisfaction with available technology resources.  2. 80% or more of students report satisfaction with available resources | 1. Instructional Technology for GLB 164  a. Ceiling mounting kit for  projector. $2219.11  b. Add additional tables and chairs to increase seating capacity from Virco to match what is already in place. 14 chairs $787.36 (6 chairs are to replace what we are using from the nursing department currently) and 4 tables $910.80. This will accommodate all MLT classes.  2. JSCC Work order for chalkboard removal and touch-up painting $500.00  3. Whiteboard $436.00  4. $400.00 Printing |
| Monitor student progress with online tools that will enhance competency within the curriculum.  **Program Outcome**  #2. Graduates will take the ASCP BOC national certification exam with a pass rate at or above the NAACLS benchmark of 75%  **College Action Priorities**  **#4**  Improve students’ college experiences and expand student resources for success | 1. To increase the number of students passing a national certification exam | *1. ASCP BOC certification statistics at or above the NAACLS benchmark of 75%* | 1. ASCP BOC testing report  Cost: $150.00 per year.  2. Medtraining training subscription  Cost: $1,390.00 yearly  3. NAACLS Accreditation yearly fees $2325.00  4. Orchard Software License 2880.00 yearly |
| Keep abreast of changes and trends in the Laboratory Science profession to improve classroom instruction.  **NAACLS Standards** NAACLS standard VII.A.2.C. **The program coordinator** must show  documentation of 36 CEU hours over each 3-year period.  Standard VII.2.c.  **Didactic Instructor Appointments**  The program must have qualified faculty/instructors. The program must ensure and document ongoing professional development of the program faculty/instructors.  **College Action Priority #1**  Improve and advance college programs and units, including both academic and workforce development efforts | 1. Provide the MLT full-time faculty the opportunity to obtain professional development. | 1. Meets NAACLS continuing education standards for accreditation | 1. Program Coordinator to attend CLEC 2020 in Orlando.  Estimated cost of $1700.00 on IAP  2. Clinical Coordinator to attend CLEC 2020 in Orlando.  Estimated cost of $1700.00 on IAP |
| Continue to develop and implement written Student Learning Outcomes (SLOs) for all courses in the department to more adequately document and enhance reporting of student progress in the department.  **Program Outcome**  #4. Employers and graduates returning surveys will report 85% satisfaction with educational preparation  **NAACLS Standard VII.D.**  There must be an advisory committee composed of individuals from the community of interest.  **College Action Priority #2**  Increase transparency, visibility and communication inside and outside of the college | 1. Review SLOs annually and revise as necessary based upon input from faculty, graduates, employers, and advisory committee members. | 1. 80% of students surveyed will agree that outcomes are met.  2. 80% of employers surveyed will agree that outcomes are met.  3. Annual programmatic review of the outcomes assessment plan which incorporates surveys of employers, graduates, and advisory committee | 1. Funding for two advisory meetings annually  Estimated cost: $450.00 |
| Develop contracts with additional healthcare settings to increase the number of student enrollment in the program.  **Program Outcome**  #1. 70% of students admitted to the MLT program will complete as technically competent individuals ready to enter the laboratory workforce.  **College Action Priority #2**  Increase transparency, visibility and communication inside and outside of the college | 1. Maintain Clinical affiliations with area hospitals and clinics.  2. Continue to initiate contact with large clinics and free- standing Emergency Departments for possible core lab Clinical rotations as well as phlebotomy rotations | 1. Clinical agencies will be sufficient to provide enrolled students with diverse and plentiful opportunities.  2. Maintain Clinical relationships | 1. Faculty travel expenses  Estimated cost: $1,500.00 |
| **College Action Priority #7**  Increase pay for adjunct instructors |  |  | 1. Increase L-19 pay  Adjunct faculty pay increased to $550.00 per credit hour.  Currently my L19 pay is $24.00 for Lab instructor positions and $27.00 for MLT Instructor hourly pay. Market analysis conducted with area hospitals has indicated that MT pay is 32.00-33.00 Per hour. I would like to increase Lab instructor position pay to $30.00 per hour and MLT Instructor pay to $33.00 per hour |

**Unit Goals for 2021-2022**

|  |  |  |  |
| --- | --- | --- | --- |
| **Goal** | **Objectives** | **Method of Assessment** | **Additional Funding Requests** |
| Provide necessary equipment and reagents to teach entry level skills keeping abreast with new technology.  **Program Outcome**  #1. 70% of students admitted to the MLT program will complete as technically competent individuals ready to enter the laboratory workforce | 1. Purchase the necessary equipment and supplies to provide high quality campus laboratory experiences.  2. Maintain MLT equipment. | 1. 80% or more of the faculty report satisfaction with available technology resources.  2. 80% or more of students report satisfaction with available resources | 1a. Maintain Expendable supply budget  $22,000.00  1b. 50x oil immersion lenses for Leica microscopes 295.00 X12 $3600.00  2. a. Microscope Cleaning 27 microscopes approx. $1500.00 |
| Maintain faculty offices with up-to-date hardware and software in order to provide quality instruction  **Long Range Goal 3.2**  Physical facilities, technological resources and other resources that promote learning.  **NAACLS Standard III.C.**  Physical Resources  Physical resources such as facilities, equipment and supplies, information resources, and instructional resources sufficient to achieve the program goals. | 1. 80% or more of faculty report satisfaction with available technology resources | 1. Remove carpet in MLT PT instructor office room 220.  2. Paint GLB room 220 | 1. Carpet removal and replace with tile in rooms GLB 220 estimated cost $500.00  2. Paint office GLB 220 $500.00 |
| Monitor student progress with online tools that will enhance competency within the curriculum.  **Program Outcome**  #2. Graduates will take the ASCP BOC national certification exam with a pass rate at or above the NAACLS benchmark of 75% | 1. To increase the number of students passing a national certification exam | 1. ASCP BOC certification statistics at or above the NAACLS benchmark of 75% | 1. ASCP BOC testing report  Cost: $150.00 per year.  2. Medtraining training subscription  Cost: $1,390.00 yearly  3. NAACLS Accreditation yearly fees $2325.00  4. Orchard Software license 2880.00 |
| Keep abreast of changes and trends in the Laboratory Science profession to improve classroom instruction.  **NAACLS Standards** NAACLS standard VII.A.2.C. **The program coordinator** must show  documentation of 36 CEU hours over each 3-year period.  Standard VII.2.c.  **Didactic Instructor Appointments**  The program must have qualified faculty/instructors. The program must ensure and document ongoing professional development of the program faculty/instructors.  **College Action Priority #3**  Increase Professional Development opportunities for faculty and staff. | 1. Provide the MLT full-time faculty the opportunity to obtain professional development. | 1. Meets NAACLS continuing education standards for accreditation | 1. Program Coordinator or Clinical Coordinator to attend CLEC. Site to be determined.  Estimated cost of $1,700.00  2. Program Coordinator or Clinical Coordinator  To attend CEU offering not to exceed $500.00 for IAP |
| Continue to develop and implement written Student Learning Outcomes (SLOs) for all courses in the department to more adequately document and enhance reporting of student progress in the department.  **Program Outcome**  #4. Employers and graduates returning surveys will report 85% satisfaction with educational preparation  **College Action Priority #4**  Increase visibility and promote communication both inside and outside of the college | 1. Review SLOs annually and revise as necessary based upon input from faculty, graduates, employers, and advisory committee members. | 1. 80% of students surveyed will agree that outcomes are met.  2. 80% of employers surveyed will agree that outcomes are met.  3. Annual programmatic review of the outcomes assessment plan which incorporates surveys of employers, graduates, and advisory committee | 1. Funding for fall and spring advisory meetings  Estimated cost: $450.00 |
| Develop contracts with additional healthcare settings to increase the number of student enrollment in the program.  **Program Outcome**  #1. 70% of students admitted to the MLT program will complete as technically competent individuals ready to enter the laboratory workforce.  **College Action Priority #4**  Increase visibility and promote communication both inside and outside of the college | 1. Maintain Clinical affiliations with area hospitals and clinics. | 1. Clinical agencies will be sufficient to provide enrolled students with diverse and plentiful opportunities.  2. Maintain Clinical relationships | 1. Faculty travel expenses  Estimated cost: $1,500.00 |