

**Assessment, Improvement, Measurement (AIM) Report: 03/13/2015****Reporting Years:** 2011-2016**Program:** Medical Assisting & Phlebotomy**Coordinator(s):** Karman Wheeler, Martin Baxter**Program Quality and Student Success****External awards or other recognitions of students, faculty, and/or program.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Students					
Faculty					
Program (include accreditation if applicable)			Maximum reaccrreditation awarded (10 yrs) with MAERB.		

**Average actual time and credits to degree completion.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
General Education Credit Hours			29		
Technical Credit Hours			32		
Total Credit Hours			61		
Number of Graduates			17		
Average Actual Time to Degree					
Average Actual Credits to Degree					

**Employer and student satisfaction.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Employer Satisfaction Survey Results		100% (2/2)	100% (1/1)	0 responses	
Graduate/student satisfaction		100% (4/4) 2010-11 grad surveys	60% (6/10) 2011-12 grad survey	92% (12/13) 2012-13 grads	
Advisory Board/Employer Recommendations for Improvement					

**Job placement data for program graduates.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016

Number of graduates		5 surveyed (2010-11 grads)	11 surveyed (2011-12 grads)	13 surveyed (2012-13 grads)	
Number of graduates gaining employment		3	11 employed; 7 in field	12 employed; 7 in field	
Percentage of graduates gaining employment		60%	100%; 64% in field.	92%; 54% in field.	
KY Unemployment Insurance job data				n/a	

**Pass rates on licensure/certification exams (if applicable).**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Total # graduates attempting			17		
Total # passing on first attempt			16		
Total # passing after multiple attempts			1		
Pass rate of all attempting			17		

**Productivity and Funding****Student measures.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Enrollment (Academic Year)					
Fall Enrollment		87 + 68 pending (Fall 2011)	48 + 68 pndg (Fall 2012)	99 (Fall 2013)	
Credentials Conferred		15 AD, 1 cert (2011-12)	11 AD; 15 dip;46 certs (2012-13)	18 AAS;19 dip;54 certs (2013-14)	
Credit hour production		276 (Fall 2011)	273 (Fall 2012)		

**Student credit hour per instructional faculty FTE.**

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
Student credit hour per instructional faculty FTE.		307 (Fall 2011)	303 (Fall 2012)		

**Extramural funding.**

Source of Funding	2011-2012
No funding sources	

<b>Source of Funding</b>	<b>2012-2013</b>
No funding sources	

<b>Source of Funding</b>	<b>2013-2014</b>
No funding sources	

<b>Source of Funding</b>	<b>2014-2015</b>
No funding sources	

<b>Source of Funding</b>	<b>2015-2016</b>
No funding sources	

### Comments (2012-2013)

Roles	Comments
<b>Coordinator</b>	
1. Strengths of the Program	Improve on knowledge of the position.
2. Items Requiring Continued Attention	Updated material and supplies needed for each class.
3. Document and provide evidence indicating how last year's program review resulted in improvements in the program.	Findings: Continue to strive at each goal and maintain current strengths.
<b>Assistant Dean</b>	I have reviewed and support the program health review comments made by the Medical Assisting program coordinator.
<b>Dean</b>	Program should be commended for successful completion of an external accreditation visit. Program needs to continue work on ensuring adequate local job placements.
<b>Vice President</b>	

### Comments (2013-2014)

Roles	Comments
<b>Coordinator</b>	
1. Strengths of the Program	Good student enrollment, Cap was 15, currently have 18 students. I developed a wait list for students that have met the program pre-reqs. I maintain this list to ensure all students have met their pre-reqs before entering into the program sequence. Clinical sites are improving with each year Retention rates are high and drop rates are low. Continue with accrediting body to fulfill program requirements.
2. Items Requiring Continued Attention	Supplies needed for the program, updated materials, my ability to improve on instruction. As noted from the Dean: Program needs to continue work on ensuring adequate local job placements.
3. Document and provide evidence indicating how last year's program review resulted in	Doing much better on placement for students at clinical sites. Clinical sites are complimenting us on having the best students. Program passed accreditation for another 10 yrs. Student pass/fail rate on national exam 17 passed 1st attempt,

improvements in the program.	1 failed, 2nd attempt passed.
<b>Assistant Dean</b>	I have reviewed the PHR comments of the Medical Assisting coordinator. The program received a renewal of accreditation due to the efforts of the program coordinator. I will continue to support the efforts of this new faculty/coordinator as she works toward program and teaching excellence.
<b>Dean</b>	Faculty is to be congratulated for receiving a 10 year full accreditation for the Med Assist program. Good student enrollment and supportive advisory committee.
<b>Vice President</b>	I agree with Assistant Dean and Dean comments. Given that this is a low-wage program, the college is taking a close look at this program to determine how we can effectively and efficiently meet student and industry needs.

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