Accreditation Review Council on Education in Surgical Technology and Surgical Assisting
(ARC/STSA)
## 2015 Annual Report

Vernon College

**4105 Maplewood Avenue**
**Wichita Falls, TX 76308**

www.vernoncollege.edu/surgical-technology-home

Degree(s) Awarded: Certificate

Length of Program(s): 12 months

AAD Program: Distance

| | |
|---|---|
| Program Director | Jeff Feix, , AA, FAST |
| Title: | Program Coordinator |
| Address: | 4105 Maplewood Avenue |
| City, State Zip | Wichita Falls, TX 76308 |
| Phone Number: | (940) 696-8752 |
| Fax Number: | (940) 696-3244 |
| Email Address: | jfeix@vernoncollege.edu |

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ENROLLMENT DATA:

Maximum Number of Students per Cohort: 15

Maximum Number of Cohorts (Starts) per Year: 1

Maximum Enrollment Capacity: 15

Current New Students Enrolled (8/1/2014 to 7/31/2015): 15

Current Students Enrolled From Previous Academic Year: 0

Current Enrollment: 15

ENROLLMENT ANALYSIS - analysis of 8/1/2014 to 7/31/2015: The program continues to remain at maximum capacity of 15 students per cohort with one (1) cohort per academic year. The program had 15 students enrolled for the 2014/2015 academic year with 15 still enrolled at the writing of this report. The program plans to enroll 15 students for the 2015/2016 academic year.

Does the program enroll at or below the program's stated maximum enrollment capacity? YES

Lab Ratio: 8/1

Academic Breaks:

5/22/2015-05/22/2015,
5/25/2015-05/25/2015,
5/29/2015-05/29/2015,
5/29/2015-05/29/2015,
6/5/2015-06/05/2015,
6/12/2015-06/12/2015,
6/19/2015-06/19/2015,
6/26/2015-06/26/2015,
7/3/2015-07/03/2015,
7/10/2015-07/10/2015,
7/17/2015-07/17/2015,
7/24/2015-7/24/2015,
7/31/2015-07/31/2015,
9/7/2015-09/07/2015,
10/15/2015-10/16/2015,
11/25/2015-11/29/2015,
12/21/2015-01/04/2016,
3/14/2016-03/18/2016

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Tuition/Fees: In-State: $8,150.00     Out of State: $11,800.00

Greater than a 10% tuition change? YES

Institutional Accreditor(s): SACS/COC – Southern Association of Colleges and Schools – Commission on Colleges

PROGRAM ADVISORY COMMITTEE (PAC) DATA:

Date(s) of PAC Meeting(s): 10/23/2014, 04/16/2015

### PAC MEMBERS:

Marlee Rater  - Current Student

Dierdre Roberston - ST Program Graduate - Verified Non-Faculty

Rhonda Pate - ST Program Graduate - Verified Non-Faculty

Jeff Feix - ST Program Faculty

Gary Don Harkey - School Administrator

Shana Drury - School Administrator

Becky Awtrey - ST Employer - Verified Non-Faculty

Amanda Crow - ST Employer - Verified Non-Faculty

Delayne Crow - ST Employer - Verified Non-Faculty

Bonnie Beavers - ST Employer - Verified Non-Faculty

Tami Ferguson - ST Employer - Verified Non-Faculty

Jerry Myers - Physician - Verified Non-Faculty

David Huang - Physician - Verified Non-Faculty

Terry Porter - Practicing CST - Verified Non-Faculty

Shane Smith - Public Member - Verified Non-Faculty

Karen McClure - Other

Donna Egoavil - Other

LeAnn Scharbrough - Other

Attachments:

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| BUDGET: | AR 2015 | AR 2014 | AR 2013 |
|---|---|---|---|
| Supplies & Equipment: | $11,500 | $11,000 | $12,500 |
| Capital Expenditures: | $0 | $0 | $0 |
| Professional Dev: | $2,000 | $3,500 | $3,000 |

BUDGET ANALYSIS: Program budget is adequate for delivery of the ST program. The program budget for 2015/2016 has been increased to fund CAAHEP and ARC/STSA fee increases.

The program received re-allocated Perkins Grant funds to update lab equipment during the 2014/2015 academic year. The lab and equipment are in excellent condition which does not require annual capital expenditures.

The college administration continues to support faculty professional development.

CLINICAL AFFILIATE SITES:

| Name of Institution | City, State | Contact Person | Telephone Number | # of Scrub Slots Available | Site/Contract Status |
|---|---|---|---|---|---|
| United Regional Surgical Services | Wichita Falls, TX | Amanda Crow | (940) 764-6700 | 5 | Existing Site Without Changes |
| United Regional L&D | Wichita Falls, TX | Delayne Crow | (940) 764-7000 | 2 | Existing Site Without Changes |
| Wilbarger General Hospital | Vernon, TX | Tami Ferguson | (940) 553-2844 | 2 | Existing Site Without Changes |
| United Regional Sterile Processing Department | Wichita Falls, TX | Beth Helms | (940) 764-7000 | 1 | Existing Site Without Changes |
| Kell West Regional Hospital | Wichita Falls, TX | Bonnie Beavers | (940) 696-7559 | 5 | Existing Site Without Changes |
| Texoma Plastic Surgery | Wichita Falls, TX | Dr. Phillip Stephan MD | (940) 264-2602 | 1 | New |

Attachments: Vernon College 2015 Clinical Attestation Form,
Clinical Agreement Texoma Plastic Surgery

Program Personnel:

| President/CEO | Dusty Johnston, , Ed. D |
|---|---|
| Title: | President |
| Address: | 4400 College Drive |
| City, State Zip | Vernon, TX 76384 |
| Phone Number: | (940) 552-6291 |
| Fax Number: | (940) 553-3902 |
| Email Address: | drj@vernoncollege.edu |

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| | |
|---|---|
| Dean | Gary Harkey |
| Title: | Dean of Instructional Services |
| Address: | 4400 College Drive |
| City, State Zip | Vernon, TX 76384 |
| Phone Number: | (940) 552-6291 |
| Fax Number: | (940) 553-3902 |
| Email Address: | gharkey@vernoncollege.edu |

Program Core Faculty:

Rhonda Pate, , CST                    PRN Clinical Instructor

Other Program Personnel:

Shana Drury, , MBA                    Associate Dean of Instructional Services

PROGRAM OUTCOMES:

RETENTION (RET):

RET CURRENT DATA          (8/1/2013-7/31/2014)

| # of Students Enrolled | # of Students Graduated | % of Students Graduated |
|---|---|---|
| 13 | 11 | 85% |

RETENTION ANALYSIS (analysis of 8/1/2013-7/31/2014): Program retention continues to be above the 70% threshold with 13 students starting and 11 completing. The program had one student drop due to personal issues with a divorce and the other student was failing clinical and he elected to withdraw from the program. The program coordinator provided individual counseling with both students.

The female student with the divorce did not feel safe and had to move away to live with family. The student's ex husband would wait in parking lots and in front of her house. Local police could not ensure her safety.

The male student was not able to perform clinical duties and was in the process of failing. After a one on one meeting with the program coordinator the student was advised to withdraw from the program. Patient safety was a major concern for the program and this student withdrew rather be administratively withdrawn.

Does the program meet the ARC/STSA threshold for retention? YES

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RET TRENDS DATA:

| Annual Reporting Year | Academic Year | # of Students Enrolled | # of Students Graduated | % of Students Graduated |
|---|---|---|---|---|
| 2015 | 8/1/2013 - 7/31/2014 | 13 | 11 | 85% |
| 2014 | 8/1/2012 - 7/31/2013 | 15 | 15 | 100% |
| 2013 | 8/1/2011 - 7/31/2012 | 16 | 14 | 88% |
| 2012 | 8/1/2010 - 7/31/2011 | 21 | 20 | 95% |
| 2011 | 8/1/2009 - 7/31/2010 | 8 | 7 | 88% |
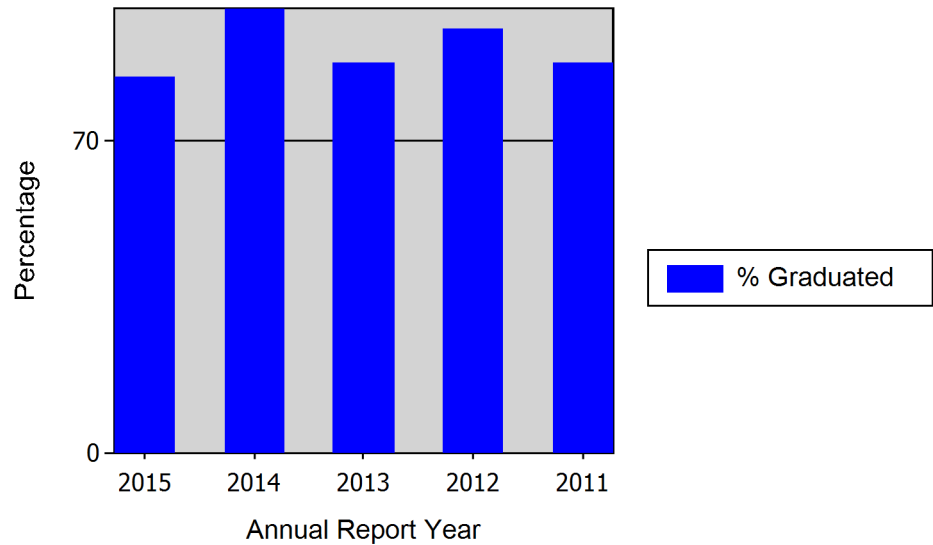


RETENTION TRENDS ANALYSIS (analysis of 8/1/2011-7/31/2014): Program retention remains above the 70% threshold for the past five years. The program coordinator is the only instructor for the program allowing for personalized counseling and advising. This advising begins before admission into the program and continues throughout the program. Student success is a college wide initiative and the program strives to see each student admitted succeed in completing the program, passing the CST exam, and becoming employed upon graduation. 100% retention is not always possible and this is why early advising on the rigorous program requirements has provided students on the commitment needed to succeed in the ST Program. Attendance, financial issues, outside study time, and clinical professionalism are discussed in detail during the application process to ensure students enter the program with realistic expectations about the program and profession.

Does the program meet or exceed the ARC/STSA threshold for retention for all 3 years? YES

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OUTCOMES ASSESSMENT EXAM (OAE):

OAE-PARTICIPATION RATE - CURRENT DATA        (8/1/2013-7/31/2014)

Outcomes Assessment Exam elected for this reporting year: CST

| # of Students Graduated | # of Students Who Took Exam | % of Students Who Took Exam |
|---|---|---|
| 11 | 11 | 100% |

ANALYSIS OF OAE PARTICIPATION AND REPORT RESULTS: 100% pass and participation rate. The program initiated a review process for the CST exam involving additional study material and face to face review sessions prior to testing. The program also utilizes the NBSTSA practice examinations to prepare students for the CST exam. The practice exam is administered prior to the start of the review process then another version is given two weeks prior to pre-graduate testing. This review process has helped the program achieve 100% pass rate two years in a row on the CST exam.

Pre-graduate testing is done the week of graduation to ensure 100% participation.

Does the program meet the ARC/STSA threshold for CST Exam participation rate? YES


OAE-CST PARTICIPATION RATE - TRENDS DATA

| Annual Reporting Year | Academic Year | # of Students Graduated [CST Exam-eligible] | # of Students Who Took CST Exam | % of Students Who Took CST Exam |
|---|---|---|---|---|
| 2015 | 8/1/2013 - 7/31/2014 | 11 | 11 | 100% |
| 2014 | 8/1/2012 - 7/31/2013 | 15 | 15 | 100% |
| 2013 | 8/1/2011 - 7/31/2012 | 14 | 14 | 100% |
| 2012 | 8/1/2010 - 7/31/2011 | 20 | 19 | 95% |
| 2011 | 8/1/2009 - 7/31/2010 | 7 | 0 | 0% |

NOTE: There is no participation rate threshold for the period of 8/1/2008-7/31/2009 for programs approved to use the CST exam as their elected Outcomes Assessment Exam (OAE).

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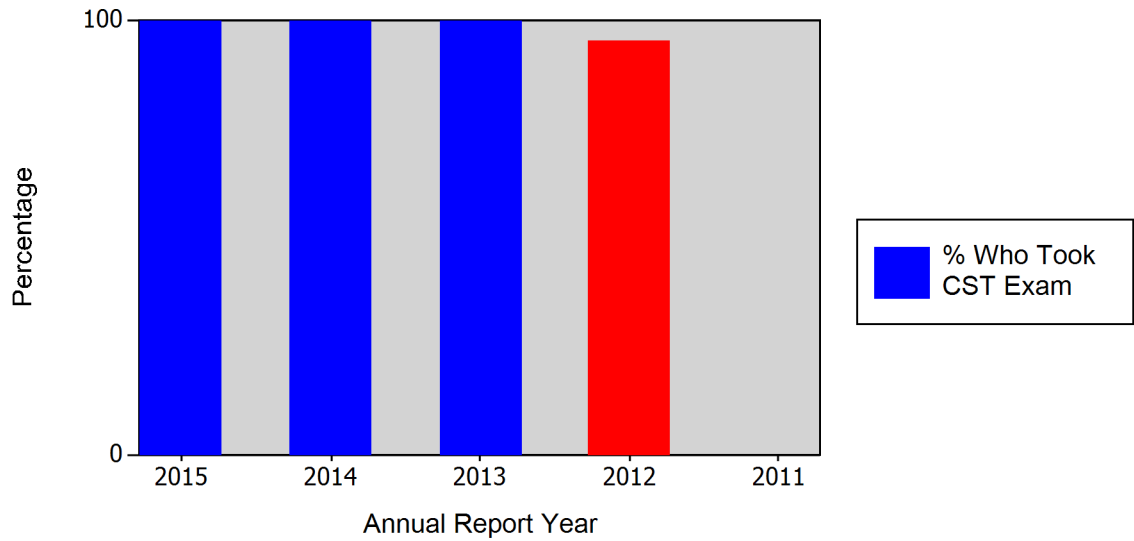


OUTCOMES ASSESSMENT EXAM [CST EXAM] TRENDS ANALYSIS (analysis of 8/1/2011-7/31/2014): The elimination of the AAD Program has allowed the program to focus on the face to face program and ensure 100% participation each year. The review process initiated in 2012 described in the narrative above has improved the pass rate to 86.7% in August 2012, 100% in August 2013, and 100% in August 2014. The program will continue the current program curriculum, goals, outcomes, and processes to exceed the threshold for pass rate.

Does the program meet or exceed the ARC/STSA threshold for Outcomes Assessment Exam [CST Exam] participation rate (100%) for all 3 years? YES

OAE-CST PASS RATE - CURRENT DATA

Outcomes Assessment Exam elected for this reporting year: CST

| # of Students Graduated [CST Exam-eligible] | # of Students Who Took CST Exam | # of Students Who Passed CST Exam | % of Students Who Passed CST Exam |
|---|---|---|---|
| 11 | 11 | 11 | 100% |

Does the program meet the ARC/STSA threshold for CST Exam pass rate? YES

OAE-CST PASS RATE - TRENDS DATA          (8/1/2013-7/31/2014)

| Annual Reporting Year | Academic Year | OAE Reported | # of Students Graduated [CST Exam-eligible] | # of Students Who Took CST Exam | # of Students Who Passed CST Exam* | % of Students Who Passed CST Exam* |
|---|---|---|---|---|---|---|
| 2015 | 8/1/2013 - 7/31/2014 | CST | 11 | 11 | 11 | 100% |
| 2014 | 8/1/2012 - 7/31/2013 | CST | 15 | 15 | 13 | 87% |

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| 2013 | 8/1/2011 - 7/31/2012 | CST | 14 | 14 | 9 | 64% |
|------|---------------------|-----|-----|-----|-----|------|
| 2012 | 8/1/2010 - 7/31/2011 | CST | 20 | 19 | 14 | 74% |
| 2011 | 8/1/2009 - 7/31/2010 | PAE | 7 | 0 | 0 | 0% |

\* CST Exam Pass Rate = 70%

NOTE: There is no pass rate threshold for the period of 8/1/2008-7/31/2009 for programs approved to use the CST exam as their elected Outcomes Assessment Exam (OAE).
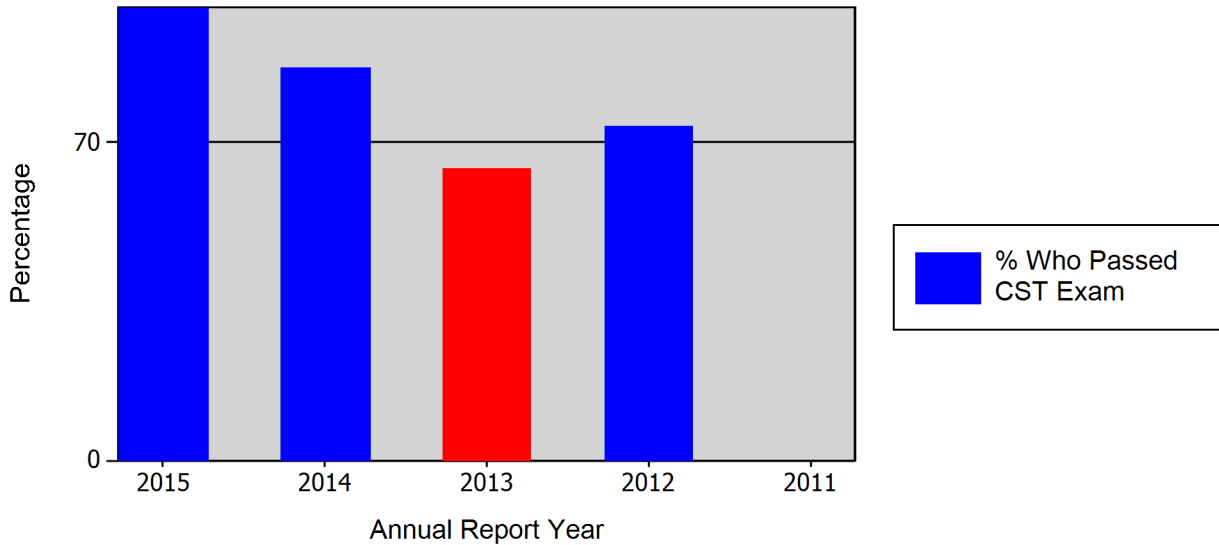


OUTCOMES ASSESSMENT EXAM [CST EXAM] PASS RATE TRENDS ANALYSIS (analysis of 8/1/2011-7/31/2014): The elimination of the AAD Program has allowed the program to focus on the face to face program and ensure 100% participation each year. The review process initiated in 2012 described in the narrative above has improved the pass rate to 86.7% in August 2012, 100% in August 2013, and 100% in August 2014. The program will continue the current program curriculum, goals, outcomes, and processes to exceed the threshold for pass rate.

Does the program meet or exceed the ARC/STSA threshold for Outcomes Assessment Exam [CST Exam] pass rate (70%) for all 3 years? NO

Does the program meet or exceed the ARC/STSA threshold for Outcomes Assessment Exam [CST Exam] pass rate (100%) for the most recent year (8/1/2013-7/31/2014)?  YES

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### GRADUATE PLACEMENT (GP):

GP CURRENT DATA                    (8/1/2012-7/31/2013)

| ST Employed % | ST Employed & Cont Ed % | Cont Ed % | Total Grads Placed % |
|---|---|---|---|
| 87% | 0% | 0% | 87% |

GRADUATE PLACEMENT OUTCOMES ANALYSIS (analysis of 8/1/2012-7/31/2013): 13 of 15 graduates employed within six months of graduation in the ST field for a rate of 87% exceeding the threshold. The 2 graduates not employed in the ST field chose not to become employed in the field after graduation. One wanted to work in a doctor's office for the schedule to fit in with taking care of her son. She knew the employment requirements of shift work and on call hours prior to entering the program. This graduate passed the CST exam and did not return a graduate survey. The second graduate did not pass the CST exam and did not respond to repeated requests by email, text message, and phone calls by the program coordinator to help her prepare and retest. She remained employed at a local hospital in a clerical role and did not return her graduate survey.

Does the program meet the ARC/STSA threshold for graduate placement (80%)? YES

GP TRENDS DATA

| Annual Reporting Year | Academic Year | # of Students Graduated | ST Employed | ST Employed & Cont Ed | Cont Ed | Total Grad Placement | Total Grad Placement % |
|---|---|---|---|---|---|---|---|
| 2015 | 8/1/2012 - 7/31/2013 | 15 | 13 | 0 | 0 | 13 | 87% |
| 2014 | 8/1/2011 - 7/31/2012 | 14 | 11 | 0 | 1 | 12 | 86% |
| 2013 | 8/1/2010 - 7/31/2011 | 20 | 19 | 0 | 0 | 19 | 95% |
| 2012 | 8/1/2009 - 7/31/2010 | 7 | 6 | 0 | 0 | 6 | 86% |
| 2011 | 8/1/2008 - 7/31/2009 | 17 | 16 | | 0 | 16 | 94% |
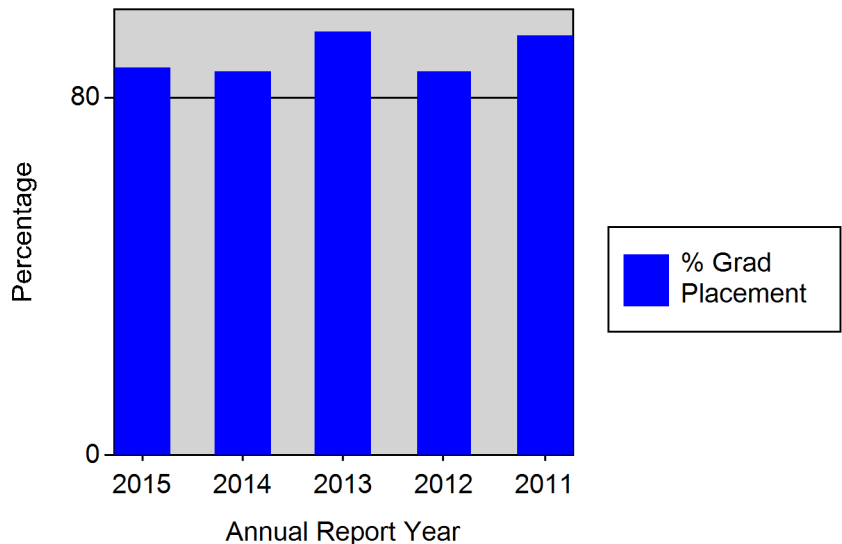
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GRADUATE PLACEMENT OUTCOMES TREND ANALYSIS (analysis of 8/1/2010-7/31/2013): The program has exceeded the 80% threshold for the most recent five years. The program will continue the current processes in place for job placement of graduates.

Does the program meet or exceed the ARC/STSA threshold for graduate placement for all 3 years? YES

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<u>EMPLOYER SATISFACTION (ES):</u>

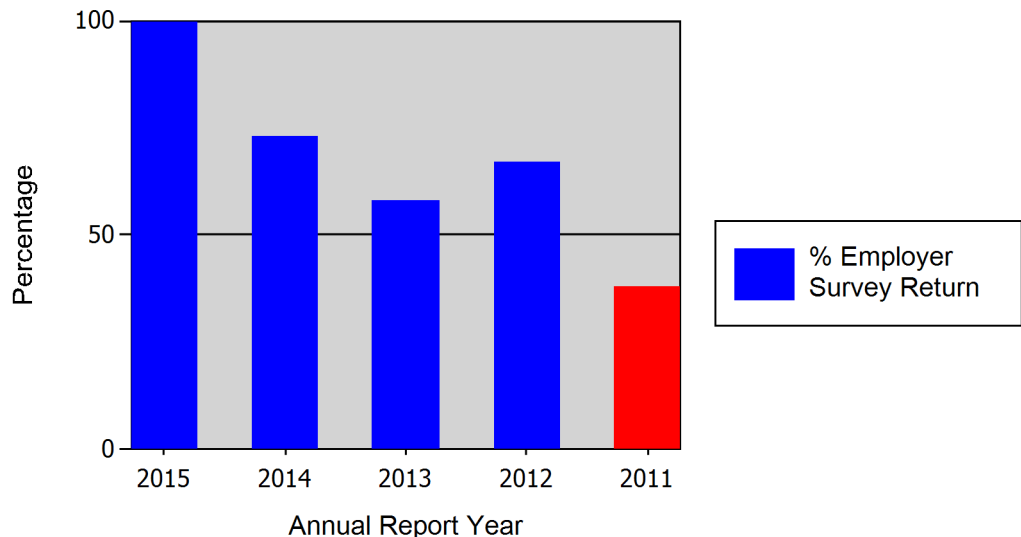ES SURVEY OUTCOMES - CURRENT DATA                    (8/1/2012-7/31/2013)

| Employer Survey Return % | Employer Satisfaction % |
|---|---|
| 100% | 100% |

EMPLOYER SURVEY RETURN RATE AND SATISFACTION RATE ANALYSIS (analysis of 8/1/2012-7/31/2013): The program sent 13 surveys with all 13 being returned with a 100% satisfaction rate. All 13 graduates were placed at two local hospitals allowing the program coordinator to ensure the surveys were returned. The employers are on the program advisory committee and understand the importance of the surveys to program review and improvement. The graduates were also an exceptional class that excelled upon employment.

Does the program meet the ARC/STSA threshold for employer survey return rate (50%)? YES

ES RETURN RATE - TRENDS DATA

| Annual Reporting Year | Academic Year | # of Employer Surveys Distributed | Employer Survey Return % |
|---|---|---|---|
| 2015 | 8/1/2012 - 7/31/2013 | 13 | 100% |
| 2014 | 8/1/2011 - 7/31/2012 | 11 | 73% |
| 2013 | 8/1/2010 - 7/31/2011 | 19 | 58% |
| 2012 | 8/1/2009 - 7/31/2010 | 6 | 67% |
| 2011 | 8/1/2008 - 7/31/2009 | 16 | 38% |

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EMPLOYER SURVEY RETURN RATE TREND ANALYSIS (analysis of 8/1/2010-7/31/2013): Return rate of surveys has been improved and it is directly related to two main factors. The first being the elimination of the AAD Program which had graduates all over the United States and those employers not vested in the program. Even with program coordinator follow up these employers did not return most surveys. The second being the program coordinator hand delivering employer surveys to local employers and asking for a date to expect the surveys to be completed. With many graduates being placed locally this has been effective.

Satisfaction rate has improved and it has been a result of an effort on the program and college administration to engage local employers in the program advisory committee. This has resulted in a vested interest in the program and graduate success by local employers. The program and college emphasized the goal of graduates completing the program that met or exceeded their expectations for CST's.

Does the program meet or exceed the ARC/STSA threshold for employer survey return rate (50%) for all 3 years? YES

ES SATISFACTION RATE - CURRENT DATA                    (8/1/2012-7/31/2013)

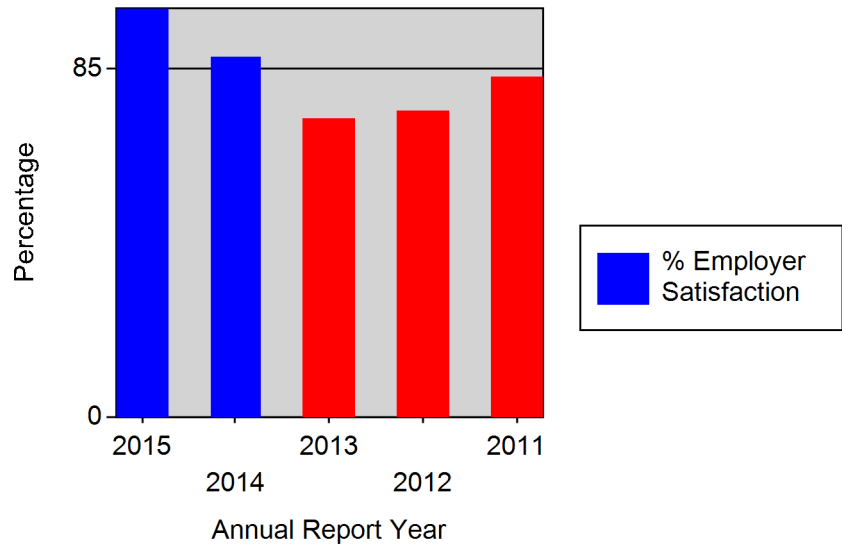| Employer Survey Return % | Employer Satisfaction % |
|---|---|
| 100% | 100% |

EMPLOYER SURVEY RETURN RATE AND SATISFACTION RATE ANALYSIS (analysis of 8/1/2012-7/31/2013): The program sent 13 surveys with all 13 being returned with a 100% satisfaction rate. All 13 graduates were placed at two local hospitals allowing the program coordinator to ensure the surveys were returned. The employers are on the program advisory committee and understand the importance of the surveys to program review and improvement. The graduates were also an exceptional class that excelled upon employment.

Does the program meet the ARC/STSA threshold for employer survey satisfaction rate (85%)? YES

ES SATISFACTION RATE - TRENDS DATA

| Annual Reporting Year | Academic Year | # of Employer Surveys Distributed | Employer Satisfaction % |
|---|---|---|---|
| 2015 | 8/1/2012 - 7/31/2013 | 13 | 100% |
| 2014 | 8/1/2011 - 7/31/2012 | 11 | 88% |
| 2013 | 8/1/2010 - 7/31/2011 | 19 | 73% |
| 2012 | 8/1/2009 - 7/31/2010 | 6 | 75% |
| 2011 | 8/1/2008 - 7/31/2009 | 16 | 83% |

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EMPLOYER SURVEY SATISFACTION RATE TREND ANALYSIS (analysis of 8/1/2010-7/31/2013): Return rate of surveys has been improved and it is directly related to two main factors. The first being the elimination of the AAD Program which had graduates all over the United States and those employers not vested in the program. Even with program coordinator follow up these employers did not return most surveys. The second being the program coordinator hand delivering employer surveys to local employers and asking for a date to expect the surveys to be completed. With many graduates being placed locally this has been effective.

Satisfaction rate has improved and it has been a result of an effort on the program and college administration to engage local employers in the program advisory committee. This has resulted in a vested interest in the program and graduate success by local employers. The program and college emphasized the goal of graduates completing the program that met or exceeded their expectations for CST's.

Does the program meet or exceed the ARC/STSA threshold for employer survey satisfaction rate (85%) for all 3 years? NO

Does the program meet or exceed the ARC/STSA threshold for employer survey satisfaction rate (85%) for the most recent year? (8/1/2012-7/31/2013)? YES

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GRADUATE SATISFACTION (GS):

GS SURVEY OUTCOMES - CURRENT DATA          (8/1/2012-7/31/2013)

| Graduate Surveys Returned % | Graduate Satisfaction % |
|---|---|
| 53% | 100% |

GRADUATE SURVEY RETURN RATE AND SATISFACTION RATE ANALYSIS (analysis of 8/1/2012-7/31/2013): 15 surveys were sent and 8 were returned for a 53% return rate. All 8 surveys returned had a 100% satisfaction rate. Graduates are sent the survey with a self-addressed, stamped envelope to return the surveys. The program coordinator personally asked all the graduates to return the survey by text message and  13 graduates in person as 13 were employed locally upon graduation. Each graduate would reply they received the survey and would be returning the survey. The program coordinator continued for several months to ask the graduates that did not return the surveys and yet only 8 returned the surveys. Ironically all 13 graduates employed locally resulted in employers returning surveys at a 100% rate.
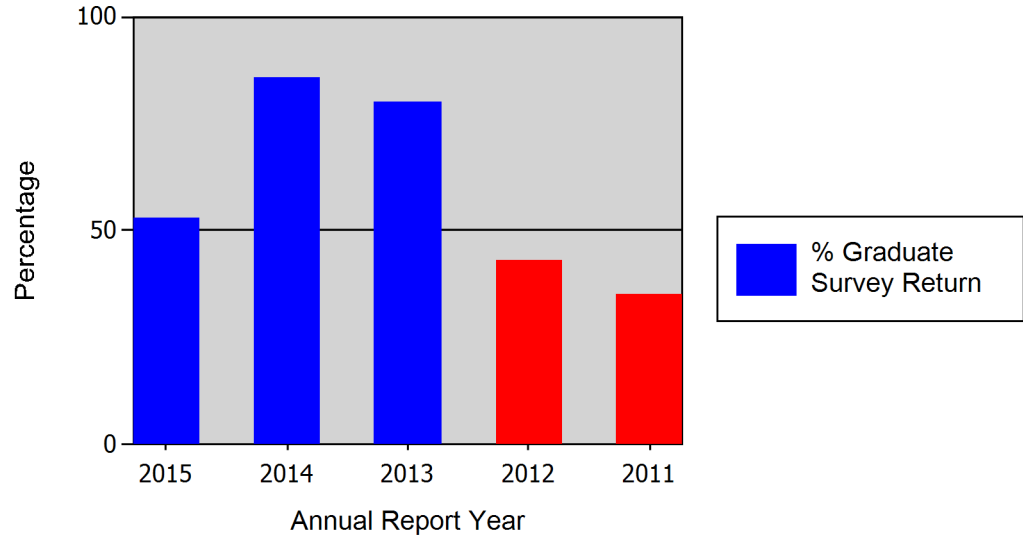
Satisfaction rate was 100% and the graduates who returned the surveys with this rating all passed the CST exam along with becoming employed in the field. The one on one instruction and advising throughout the program by the program coordinator has been an often quoted reason by graduates for the 100% satisfaction rating.

Does the program meet the ARC/STSA threshold for graduate survey return rate (50%)? YES

GS RETURN RATE - TRENDS DATA

| Annual Reporting Year | Academic Year | # of Graduate Surveys Distributed | Graduate Survey Return % |
|---|---|---|---|
| 2015 | 8/1/2012 - 7/31/2013 | 15 | 53% |
| 2014 | 8/1/2011 - 7/31/2012 | 14 | 86% |
| 2013 | 8/1/2010 - 7/31/2011 | 20 | 80% |
| 2012 | 8/1/2009 - 7/31/2010 | 7 | 43% |
| 2011 | 8/1/2008 - 7/31/2009 | 17 | 35% |

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GRADUATE SURVEY RETURN RATE TREND ANALYSIS (analysis of 8/1/2010-7/31/2013): Return rate has been above threshold of 50% with the program goal of 100% return rate. The program coordinator stresses the importance of the graduates opinions about the program and how to improve it. Students are also reminded throughout the program concerning this outcome assessment tool for accreditation. Eliminating the AAD Program has helped raise the return rate over the past five years. The program will continue the current process to achieve or exceed the 50% threshold return rate.

Graduate satisfaction remains high and exceeds the 85% threshold with 4 of 5 years having a 100% satisfaction rate. The program will continue the current method of instruction and program delivery to achieve graduate satisfaction above the 85% threshold.

Does the program meet or exceed the ARC/STSA threshold for graduate survey return rate (50%) for all 3 years? YES

GS SATISFACTION RATE - CURRENT DATA          (8/1/2012-7/31/2013)

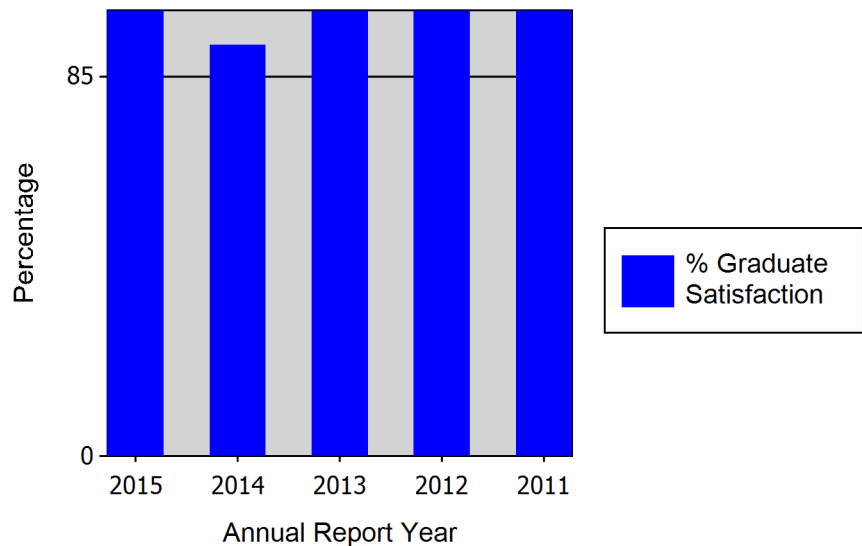| Graduate Surveys Returned % | Graduate Satisfaction % |
|---|---|
| 53% | 100% |

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Satisfaction rate was 100% and the graduates who returned the surveys with this rating all passed the CST exam along with becoming employed in the field. The one on one instruction and advising throughout the program by the program coordinator has been an often quoted reason by graduates for the 100% satisfaction rating.

Does the program meet the ARC/STSA threshold for graduate survey satisfaction rate (85%)? YES

GS SATISFACTION RATE - TRENDS DATA

| Annual Reporting Year | Academic Year | # of Graduate Surveys Distributed | Graduate Satisfaction % |
|---|---|---|---|
| 2015 | 8/1/2012 - 7/31/2013 | 15 | 100% |
| 2014 | 8/1/2011 - 7/31/2012 | 14 | 92% |
| 2013 | 8/1/2010 - 7/31/2011 | 20 | 100% |
| 2012 | 8/1/2009 - 7/31/2010 | 7 | 100% |
| 2011 | 8/1/2008 - 7/31/2009 | 17 | 100% |



GRADUATE SURVEY SATISFACTION RATE TREND ANALYSIS (analysis of 8/1/2010-7/31/2013): Return rate has been above threshold of 50% with the program goal of 100% return rate. The program coordinator stresses the importance of the graduates opinions about the program and how to improve it. Students are also reminded throughout the program concerning this outcome assessment tool for accreditation. Eliminating the AAD Program has helped raise the return rate over the past five years. The program will continue the current process to achieve or exceed the 50% threshold return rate.

Graduate satisfaction remains high and exceeds the 85% threshold with 4 of 5 years having a 100% satisfaction rate. The program will continue the current method of instruction and program delivery to achieve graduate satisfaction above the 85% threshold.

Does the program meet or exceed the ARC/STSA threshold for graduate survey satisfaction rate (85%) for all 3 years? YES

Submission Date: