

PROGRAM INFORMATION	Program	Medical Laboratory Technology
	Submitted by:	Lynne Smith
	Year	2021-2022
	Date of Review	2022-01-05
	Form Key	912f9de7-1871-47ca-bce9-6d9965abc115
PROGRAM OUTCOMES	Explain how program outcomes were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	A program assessment plan is completed each year to review our outcomes. We use surveys from graduates, employers and our clinical sites to analyze the different outcomes. We also used for the first time a survey which was sent to our advisory board members to ask for input regarding externship sites, admission to the program and to review syllabi. At this time no changes were made or suggested by the advisory board on the survey.
	Outcomes are up to date in WIDS and on the program's web page	Yes
SYLLABI	ADA Statement	Yes
	Competencies	Yes
	Course Description	Yes
	Course Title and Number	Yes
	Credit Hours	Yes
	Freedom of Expression Statement	Yes
	Grading Criteria	Yes
	Instructor	Yes
	Academic Integrity Policy	Yes
	Nondiscrimination Statement	Yes
	Office Hours/Contact Information	Yes
	Prerequisites	Yes
	Required Text(s)	Yes
	Syllabi Up to Date in WIDS	Yes
	Explain which syllabi were reviewed this year; input received from advisory board, instructors, students, etc. regarding course objectives and textbooks used; and changes made, if any.	ML 240 and ML121 were reviewed by our advisory board this fall. These syllabi were included on the MLT survey send to the advisory board members so they would have time to review and comment.They all agreed that no changes needed to be made at this time.
PROGRAM COMPETENCIES	Explain how competencies were reviewed this year (i.e., input from advisory board, instructors, students, etc.) and changes made, if any:	We use a yearly program assessment plan to review all of our competencies. This assessment plan is presented to the advisory board for input and to examine the data obtained during the year. No changes were suggested at this time based on the data and discussion held.
	WIDS Up to Date	Yes
COURSE ASSESSMENTS USED IN PROGRAM CHECKLIST	Capstone	Yes
	Class Participation	No
	Clinical/internship observations	Yes
	Examinations	Yes
	Comprehensive Final Exams	Yes
	Journals	No
	Lab Demonstrations	Yes
	Oral Examinations/Presentations	Yes
	Other Projects	No
	Peer Evaluatioins	Yes
	Portfolio Projects	No
	Quizzes	Yes
	Self Evaluations	No
	Simulations	Yes
	Videos of Student Mastery	No
Written Essays	Yes	
Written Reports	Yes	
ALIGNED AND APPROPRIATE ASSESSMENTS	Assessments used in the program are matched to the outcomes/competencies for the program.	Yes
	Give examples of how assessments used in the program reflect higher-level thinking skills, such as applications, analysis, synthesis, and evaluation.	Lab practicals are given which prepare a student to multitask, make independant decisions and evaluate the results to make sure they clinically significant. Case studies are also utilized to provide an opportunity to evaluate lab results, decide what the next step would be and the expected results with certain disease states. Online modules also allow additional opportunities to provide ways to make sure a student understands the tests and expected patient results.

	Explain changes in the assessments used in your program since your last review (include input received and rationale)	We continue to add online modules that will help students understand the information better. Many of the modules contain case studies that need to be evaluated and decisions made. We have also added alumni speakers who discuss how they will use the information presented in their future career and the importance of critical thinking. A virtual presentation was also made of high tech machines and how they function in the hospital lab. Students were allowed to ask questions and view the process and technology.
INDUSTRY CERTIFICATIONS	Explain any changes made or planned in the program based on assessment of industry certifications used in the program.	The program continually looks for revisions for the certification tests to make sure that all the necessary information is covered and presented to the student. New guidelines are available in January of every year which are reviewed and changes will be made based on the guidelines presented. Results of the certification tests are also evaluated to make sure that there is not an area of concern with the students' scores. If student scores fall below the acceptable level the instructors will evaluate that course to make sure the student is receiving the necessary information or provided experience at the clinical site.
INTERNSHIPS/CLINICALS	How do you evaluate program competencies or learning objectives during internship/externship experiences?	The clinical coordinators at our extern sites evaluate our students on the required competencies. These results are compiled and the data is presented in our program assessment plan.
	As you reviewed results of internship/externship evaluations, what curriculum changes were made or are planned in your program?	At this time, the program assessment plan competencies all met the benchmarks so the advisory board and instructors did not plan for any changes at this time.
ENROLLMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Our program met the five year data for program enrollment. In 2020 our yearly enrollment did fall to 67%. This was the year that COVID played a role in the upcoming school year. I think a lot of students were unsure of starting school in the event that it may not be face to face or the challenges that could occur if they were to have a COVID infection. In 2021, our enrollment jumped back to its normal number which states that 2020 was an anomaly.
RETENTION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	Our five year data meets the benchmark, but the students starting in 2020 again affected the retention in 2021. Many of the students who were just graduating high school during the COVID year, I feel were unprepared for the rigor of the MLT program. Absences that occurred from infections or exposures also played a large role in the success of many students. This in turn did play a role in the retention being only 74% for this group. The program will continue to monitor this number but it looks like it will be back to our normal percentage in the upcoming year.
GRADUATION	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	We meet the 5 year data but again the year 2020 has caused a drop in the number of students graduating. All of these numbers are due to the pandemic and the problems encountered by many of the students which caused them to be unsuccessful. We will continue to monitor this number.
PLACEMENT	Does the most recent year's data meet this benchmark? If not, explain a single-year anomaly or explain what strategies your program will implement to address a pattern (two or more years) of not reaching this benchmark.	We are at 100% for job placement. MLT's are in high demand. There are many opportunities for jobs and students have been rewarded with many additional perks to attract them to different facilities. These students are highly recruited and many are recipients of a Build Dakota scholarship which they have committed to a certain facility before even starting the program.
STUDENT SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	We had one area fall outside the 1.0 gap which was instructors understand student's learning differences. We only had 5 students take the survey so the one person can cause the gap. This gap was a 1.3 so it barely fell outside the range. We will continue to make sure we provide many different study tools and way to present lectures to make sure that we are addressing all students' learning needs.
ALUMNI SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	On the alumni survey all respondents were either very satisfied or satisfied with their career preparation.
EMPLOYER SATISFACTION	If this benchmark is not met, what strategy or strategies will be implemented to address this measure?	We send out an employer survey every year to those who hired our new graduates. All employers were very satisfied with the graduates they hired. We met the 80% benchmark for this area.
PROFESSIONAL DEVELOPMENT	What professional development activities have instructors in this program completed in the last year?	Because of COVID many of our conferences have not been held. We continue to complete online modules to make sure that we are keeping up to date with the latest information and tests. Webinars were also attended especially about the development of the COVID testing and how results are interpreted.
	How were these activities used to improve this program?	We use this information to help our students understand new aspects of the laboratory and additional teaching methods to make sure the information presented is up to date.

PROFESSIONAL ORGANIZATIONS	Do faculty members belong to professional organizations associated with this program?	Yes
	If no, explain why.	
	Are students made aware of the professional organizations for their career field?	Yes
All	What changes were or will be made to this program based on feedback provided at the past year's advisory board meeting(s)?	After presenting the MLT program assessment plan and conducting a survey of the advisory board members on different issues. It was decided that no changes will be made at this time. One of the items discussed was the introduction of the TEAS test as part of the admission process. At this time the advisory board did not feel that was necessary but the instructors will continue to monitor student success in the program and this item may be revisited in the future.
	Implementation Date	2022-01-05
	Indicate the personnel responsible for implementing the change(s):	Lynne Smith
PROGRAM IMPROVEMENT PLANS AND BUDGET	As you review this past year, what changes do you propose for the next school year that will affect the program's budget?	I do not anticipate any changes that will affect the program's budget.
	Cost	