

Cañada College

MEDICAL ASSISTING PROGRAM PROPOSAL FOR FULL-TIME FACULTY HIRE SPRING OR FALL 2017

A. Department/Discipline/Program Criteria

1. Identify current Comprehensive Program Review and Current Annual Program Plan documents with position need and justification in the annual plan.

Evaluate the status of the entire department's adjunct faculty.

Currently the Medical Assisting Department consists 5 adjunct faculty members depending on the course offerings per semester/enrollment. Careers in Allied Health Care are in demand and with an increase in demand for health care resources, there is a need for one full-time faculty member within the Medical Assisting Department to continue providing stability and coordination. Society is aging and health resources will continue to be in demand.

With the ever increasing administrative demands, a full-time faculty member is needed and to continue developing and enhancing the program.

2. Identify specialized knowledge (area expertise) or training need for the discipline/program.

The full-time hire would need to have current working knowledge of the Health Care industry, Electronic Health Records, communication expertise, and knowledge of health care resources.

3. Identify extraordinary program development and/or needs (for example: are there laboratory oversight, industry connections, student mentoring, etc.)

A full-time faculty coordinator will allow for continued Health Care industry outreach which is vital for the Medical Assisting Program to stay current and thrive within Health Care standards. The full-time hire would also continue to develop/coordinate externships.

4. Describe PT/FT faculty needs for the discipline/program.

There are two different skill sets in the Medical Assisting Department: clinical which requires a State licensed RN and administrative. In the medical field the administrative does not have the clinical area skills and vice versa.

A full-time RN is unlikely as a nurse earns \$120,000 a year with free (full) medical benefits. The full-time hire would probably need to come from the administrative/communication side.

5. Describe any future economic, community or government initiative/mandates this proposal is addressing.

Job growth in the Health Care industry is predicted for the foreseeable future, and Cañada's Medical Assisting Program is positioned to offer training for students, so they can obtain employment.

6. Describe any budgetary implications of the proposal.

To achieve a full-time load in the department for a full-time hire there would need to be three units of release time.

A full-time position would potentially reduce current adjunct faculty by two.

B. College Mission and Goals Criteria

1. Explain how the request supports the goals of the college strategic plan. Make sure to specifically address the four top strategic initiative: Institutionalize Evidence-based Decision Making; Improve Student Success in Transfer Programs; Strengthen Work Force Programs; Improve Basic Skills Success, Persistence & Retention.

The request for full-time faculty hire aligns with the goals of the college to improve retention and successful completion of certificates in the multi-certificate programs offered in the department and in demand in the Health Care field.

2. What unmet needs will this position address (student, district, community)?

This position will increase student access, allow greater participation in Cañada College and the medical community.

3. How will this position enhance retention or produce college-wide growth?

Having a full-time faculty position will allow greater follow-up with all students in the department and participation in enrollment increasing activities.

4. Describe how the position supports a pathway to student educational goal completion (certificate and/or degree) or GE transfer certification.

Students will have access to a full-time instructor to help plan their Allied Health Career pathway or advance their career in the various Allied Health Careers.

C. Historical data criteria supporting request.

1. Discuss Department/Discipline/Program enrollment and student service trends the proposal addresses.

The FTEs have remained consistent throughout the semesters from 34 to 40. The yearly Load Rate for the last three years has fluctuated between 340 and 382.

The retention and success rate for First-Time Student is from 88% to 100% and Continue and Return Student from 80s to 90s percentage.

More students are earning multiple certificates and working toward advancement in Allied Health careers.