**POLICY TYPE: ENDS #2 WORK PREPAREDNESS**

Students will be prepared for success in the workplace

**Indicator 1- Students will have the skills and knowledge required for successful entry into the workplace.**

The following table illustrates program completers for career technical education programs. Data reported reflects enrollment information for summer 2009, fall 2009 and spring 2010. Completers are defined as students who are certificate and/or degree graduates.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Pursuing Additional Education** | **Status**  **Unknown** | **Full-Time**  **Military** | **Employed in**  **Related Field** | **Employed Not Related Field** | **Still Enrolled**  **At Barton** | **Unemployed Not Pursuing Additional Education** | **Not In Labor Force-Not Pursuing Add Education** | **TOTALS** |
| Crop Protection |  | 5 |  |  |  |  |  |  | 5 |
| Agriculture Bus Mgmt |  | 2 |  |  |  |  |  |  | 2 |
| Hazardous Materials | 1 | 1 | 8 | 3 | 2 |  |  |  | 15 |
| EMS Administrator |  |  |  |  |  |  |  |  | 0 |
| Early Childhood | 1 | 1 |  | 4 |  |  |  |  | 6 |
| Dietary Manager |  | 2 |  | 13 |  |  |  |  | 15 |
| Criminal Justice | 3 | 1 |  |  |  |  |  |  | 4 |
| Fire Science |  |  |  | 2 |  |  |  |  | 2 |
| Corrections |  |  |  |  |  |  |  |  | 0 |
| Emergency Mgmt | 1 | 1 |  | 2 | 2 |  |  |  | 6 |
| Natural Gas Tech | 1 | 9 |  | 9 | 6 | 2 | 3 |  | 30 |
| Automotive | 2 | 4 |  | 3 | 3 | 2 |  |  | 14 |
| Paramedic | 1 |  | 1 | 23 | 2 |  |  |  | 27 |
| Medical Lab Technician | 10 |  |  | 12 |  | 1 |  | 1 | 24 |
| Nursing-LPN |  | 2 |  | 6 | 1 | 27 |  | 1 | 37 |
| Nursing-ADN | 1 |  |  | 30 |  |  |  |  | 31 |
| Business Admin Tech |  | 1 |  | 2 |  | 1 |  |  | 4 |
| Medical Admin Tech |  | 1 |  |  |  |  |  | 1 | 2 |
| Technical Accounting | 1 |  |  | 2 | 1 |  |  |  | 4 |
| Computer Networking |  | 1 |  |  |  |  |  |  | 1 |
| Graphic Design |  |  |  |  | 1 |  |  |  | 1 |
| Bus, Mgmt, Leadership |  | 1 |  | 1 | 1 |  |  |  | 3 |
| Medical Assistant |  | 2 |  | 9 | 2 |  |  |  | 13 |
| Med Transcriptionist |  | 2 |  | 2 | 2 | 1 |  |  | 7 |
| Business Technology |  | 10 |  |  |  | 2 |  |  | 12 |
| Medical Coding |  | 6 |  | 11 | 7 |  | 4 | 1 | 29 |
| Pharmacy Tech |  |  |  | 2 |  |  |  |  | 2 |
| **TOTALS** | **22** | **52** | **9** | **137** | **30** | **36** | **7** | **4** | **297** |

**Additional Comments:** Data compiled from the Kansas Board of Regents Follow-Up Report

**Industry Certification Pass Rates**

The following table reflects **first time** pass rates for career technical education programs with an industry certification. Typically, students who do not pass the first time do pass on their second attempt.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Professional License Program** |  | **2004-05** | **2005-06** | **2006-07** | **2007-08** | **2008-09** | **2009-10** |
|  | # Attempted | 21 | 31 | 25 | 33 | 25 | 26 |
| **Nursing ADN** | # Passed | 20 | 25 | 14 | 31 | 17 | 23 |
|  | **Pass Rate** | **95%** | **81%** | **56%** | **94%** | **68%** | **88%** |
|  | # Attempted | 35 | 35 | 36 | 38 | 34 | 34 |
| **Practical Nursing Certificate** | # Passed | 35 | 31 | 33 | 36 | 33 | 30 |
|  | **Pass Rate** | **100%** | **89%** | **92%** | **95%** | **97%** | **88%** |
|  | # Attempted | 0 | 0 | 0 | 0 | 2 | 0 |
| **Home Health Aide** | # Passed | 0 | 0 | 0 | 0 | 2 | 0 |
|  | **Pass Rate** |  |  |  |  | **100%** |  |
|  | # Attempted | 70 | 90 | 116 | 86 | 201 | 312 |
| **Certified Nurse Aide (CNA)** | # Passed | 69 | 89 | 100 | 86 | 182 | 268 |
|  | **Pass Rate** | **99%** | **99%** | **86%** | **100%** | **91%** | **86%** |
|  | # Attempted | 18 | 73 | 59 | 34 | 50 | 36 |
| **Certified Medical Aide (CMA)** | # Passed | 16 | 72 | 39 | 32 | 47 | 36 |
|  | **Pass Rate** | **89%** | **99%** | **66%** | **94%** | **94%** | **100%** |
|  | # Attempted | 11 | 7 | 8 | 8 | 12 | 9 |
| **Medical Laboratory Technician** | # Passed | 7 | 6 | 8 | 8 | 10 | 6 |
| **(MLT)** | **Pass Rate** | **64%** | **86%** | **100%** | **100%** | **83%** | **66%** |
|  | # Attempted | 26 | 74 | 123 | 69 | 114 | 47 |
| **EMT Basic** | # Passed | 25 | 48 | 69 | 49 | 77 | 32 |
|  | **Pass Rate** | **96%** | **65%** | **56%** | **71%** | **68%** | **68%** |
|  | # Attempted | 0 | 26 | 28 | 10 | 4 | 25 |
| **EMT Intermediate** | # Passed | 0 | 26 | 22 | 10 | 4 | 23 |
|  | **Pass Rate** |  | **100%** | **79%** | **100%** | **100%** | **92%** |
|  | # Attempted | NA | 4 | 13 | 21 | 45 | 17 |
| **Mobile Intensive Care Tech.** | # Passed | NA | 4 | 11 | 19 | 41 | 11 |
| **(MICT)** | **Pass Rate** |  | **100%** | **85%** | **90%** | **91%** | **65%** |
|  | # Attempted | 181 | 340 | 408 | 299 | 487 | 506 |
| **Licensure Exams, Overall** | # Passed | 172 | 301 | 296 | 271 | 413 | 429 |
|  | **Pass Rate** | **95%** | **89%** | **73%** | **91%** | **85%** | **85%** |

**Indicator 2 - Students will have the work ethics, discipline, and collaborative skills necessary to be successful in the workplace.**

Barton’s Workforce Training & Community Education Division recognizes the significance of employability skills. The division initiated an AQIP Employability committee comprised of Directors and faculty members to research these skills. Committee members facilitated round table discussions with each of the division’s advisory boards, surveyed current career technical students and interviewed career technical faculty to identify desired employability skills. The committee also assessed how career technical programs are currently addressing employability skills in their curriculum.

Research identified six common areas of employability skills: Communications, Critical Thinking, Self-Management, Professionalism, Accountability and Customer Service.

In response, committee members prepared reference documents that will be shared with career technical faculty this fall. Directors and/or Instructor/Coordinators for each program will be held responsible for facilitating the employability information to their students over the course of the academic year. Annual reports, addressing how faculty presented the information to students will be required.

It is the division’s hope that at a minimum the project will enhance student awareness of employability skills and their importance in today’s workplace.

**Indicator 3 - Students will have the skills and knowledge necessary to maintain, advance, or change their employment or occupation.**

The following are examples of program projects that were driven with the purpose of ensuring that Barton students experience education and training that prepares them for the workforce.

**Agriculture**

* Revising the curriculum
* Adding Concepts for Agriculture course designed to develop fundamental skills in math, science and agriculture; this addition will enhance student success in other coursework for the Crop Protection Certificate & Degree and Agribusiness Associate of Science degree.
* Other enhancements include increasing credit hours for the Introduction to Soils course for additional lab time, changing degree requirements and reviewing and revising existing courses to keep pace with changes in the Agriculture industry.

**Automotive**

* Alignment is mandated by the Technical Education Authority and Kansas Board of Regents
* Revised certificate and degree coursework to maintain NATEF certification for program in all eight (8) NATEF standards as per input from Barton's Automotive Advisory Board.

**Business, Technology & Community Education Programs**

In response to workforce needs, the following programs are now offered both face-to-face and 100% online:

* Business (Transfer)
* Business Management & Leadership
* Technical Accounting
* Business Administrative Technology
* Medical Administrative Technology

These dual delivery options allow students to continue their education while working full-time in the industry as well as taking courses face-to-face.  Courses have also been offered in eight-week sessions utilizing hybrid delivery to increase the coursework available in each semester.

**Early Childhood**

* Established two new certificate programs to meet new industry requirements as mandated by the National Head Start agencies.
* The degree builds upon coursework in the degree program and meets the requirements of the ECAAP registered apprenticeship program which provides scholarships for qualified students in the program.

**Information Technology**

* Microsoft Office Certifications will also be offered to students beginning in the fall of 2010.

**Medical Assisting**

* The Medical Assistant program had an advisory board member (G Shepman, Clara Barton) attend the Phase I meeting for medical transcription alignment as a B&I representative.
* The program developed a simulated physician’s office and secured equipment through grant funding…EKG machine, medication refrigerator, and scale through Perkins grant funding…ear syringe training model through a Foundation mini-grant.

**Medical Laboratory Technician**

* Following the lead of a majority of its clinical affiliates, the MLT program converted to “gel technology” for its blood banking course.

**Natural Gas**

* Gas Measurement Certificate added to gas program through the state's Energy Sector Partnership Grant and in collaboration with the Southern Gas Association's Joint Industry Project (SGA-JIP).
* The SGA-JIP comprises over a dozen large natural gas companies across the nation.
* Curriculum changes will prompt customized training opportunities
* A new certificate program will be added.

**Respectfully Submitted:**

* Elaine Simmons – Dean of Workforce Training & Community Education
* LaVonne Gerritzen – Program Assistant
* Jane Howard – Executive Director of Business, Technology & Community Education
* Julie Kramp – Executive Director of Workforce Training & Economic Development
* Leonard Bunselmeyer – Executive Director of Healthcare & Public Safety.