December 11, 2018

James D. Fielder, Jr., Ph.D.
Secretary of Higher Education
Maryland Higher Education Commission
6 North Liberty Street
Baltimore, MD 21201

Dear Dr. Fielder:

Attached, please find Chesapeake College's Academic Program Proposal to offer an A.A.S. in Surgical Technology. The new degree aligns with current recommendations of ARCSTA, which stipulate that, in order to maintain CAAHEP accreditation, all Surgical Technology programs move toward an Associate's degree by 2021. This program revision has resulted in deliberate review of all curriculum, including course offerings and program outcomes, ensuring the college's Surgical Technology program is characterized by current industry best-practices.

Chesapeake College's program, one of the longest-standing in the state, seeks to comply with these recommendations in order to remain a fully-accredited resource for local students and for our regional healthcare industry. The college is pleased to offer this updated program with existing faculty and institutional resources. A check in the amount of $850 will be mailed by the end of the week.

If you have any questions or require additional information, please contact Marci Leach, Director of Program Development, at mleach@chesapeake.edu or 410-827-5824.

Sincerely,

David Harper, Jr.
Interim Vice President for Workforce and Academic Programs

Cover Sheet for In-State Institutions
New Program or Substantial Modification to Existing Program

Institution Submitting Proposal	Chesapeake College

Each *action* below requires a separate proposal and cover sheet.

- 🔵 New Academic Program
- New Area of Concentration
- New Degree Level Approval
- New Stand-Alone Certificate
- Off Campus Program

- Substantial Change to a Degree Program
- Substantial Change to an Area of Concentration
- Substantial Change to a Certificate Program
- Cooperative Degree Program
- Offer Program at Regional Higher Education Center

Payment Submitted:	**Yes** No	Payment Type:	R*STARS Check	**Payment Amount: $850**	**Date Submitted:**

Department Proposing Program	Health Professions
Degree Level and Degree Type	Associates of Applied Science
Title of Proposed Program	Surgical Technology
Total Number of Credits	60
Suggested Codes	HEGIS: 52-1102 CIP: 51.0909
Program Modality	🔵 On-campus Distance Education (*fully online*) Both
Program Resources	🔵 Using Existing Resources Requiring New Resources
Projected Implementation Date	Fall 🔵 Spring 2019 Summer Year:
Provide Link to Most Recent Academic Catalog	URL: https://www.chesapeake.edu/health-professions

Preferred Contact for this Proposal	Name: Marci L.S. Leach
	Title: Director of Program Development
	Phone: 410-827-5824
	Email: mleach@chesapeake.edu

President/Chief Executive	Type Name: David A. Harper, Jr.
	Signature: _David Harper_ Date: 12/19/18
	Date of Approval/Endorsement by Governing Board:

Revised 11/2018

MARYLAND HIGHER EDUCATION COMMISSION

NEW ACADEMIC PROGRAM

Surgical Technology Associate of Applied Science Degree

A. **Centrality to institutional mission statement and planning priorities:**

Chesapeake College's core commitment is to prepare students from diverse communities to excel in further education and employment in our region and beyond. Our Career and Technology Education (CTE) programs and services are designed with our regional economic development and sustainability in mind. In addition, the college is committed to the support of workforce development by providing the courses and training needed to build a skilled labor force.

The Chesapeake College 2014-2018 Strategic Plan explicitly calls for strengthening the regional economy notably by, "break[ing] new ground in educating and training a skilled workforce, helping Mid-Shore counties recruit and retain businesses". In our region, and throughout the state of Maryland, healthcare has been identified as an area of demand with projected growth averaging 13.36% through the year 2026[1]. In addition, the Strategic Plan shares the goal of "Integrate[ing] experiential learning into the curriculum to give students the opportunity to combine classroom learning and real-world settings." The proposed Surgical Technology A.A.S. degree does both of these things through a curriculum that integrates significant practical, technical and communication skills through classroom, laboratory, and clinical experiences.

The mission of the Surgical Technology program at Chesapeake College is to prepare students to be an integral part of the surgical team in the operating room. This program sets high standards for students to acquire the necessary knowledge and skills required to meet the needs of our current and emerging healthcare community. The Surgical Technology A.A.S. degree aligns with the current accreditation recommendations of ARCSTA[2] (Accreditation Review Council on Education in Surgical Technology and Surgical Assisting) that all Surgical Technology Certificate programs to move toward an Associate's degree by the year 2021 in order to maintain their CAAHEP (Commission on Accreditation of Allied Health Education Programs) accreditation.

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[1] Maryland Long Term Occupational Projections (2016-2026) -
https://www.dllr.state.md.us/lmi/iandoproj/maryland.shtml
[2] The ARC/STSA is a private 501(c)(3) non-profit accreditation services agency providing national recognition for higher education programs in surgical technology and surgical assisting, in collaboration with the Commission on Accreditation of Allied Health Education Programs (CAAHEP), in order to promote quality surgical patient care through quality credible education. http://www.arcstsa.org/wp-content/uploads/2016/08/SIG-ST-0816.pdf

The Surgical Technology program is fully staffed with existing faculty members and administrative support. No new resources will be necessary for implementation or to accommodate future needs.

Maryland Long Term Occupational Projections (2016 - 2026)

Occupation (keyword search)

| healthcare | ✕ |

Number of Openings

-736   211,284

Percent Change

-18.89%   75.26%

Occupation		2016	2026	Change	Pct Change
Healthcare Practitioners and Technical Occupations		172,797	196,957	24,160	13.98%
Healthcare Practitioners and Technical Workers, All Other		2,186	2,414	228	10.43%
Healthcare Social Workers		3,730	4,085	355	9.52%
Healthcare Support Occupations		76,629	90,502	13,873	18.10%
Healthcare Support Workers, All Other		3,781	4,199	418	11.06%
Other Healthcare Practitioners and Technical Occupations		4,130	4,522	392	9.49%
Other Healthcare Support Occupations		29,745	35,978	6,233	20.95%

B.   Critical and compelling regional or Statewide need as identified in the State Plan:

The newly released 2017-2021 Maryland State Plan for Post-Secondary Education has identified several key strategies. The Surgical Technology A.A.S. program supports the following strategies:

1. **Strategy 1**: "Continue to improve college readiness among K-12 students, particularly high school students". Chesapeake College works closely with the high schools within the five-county service region to provide significant opportunities for career exploration in the healthcare field. Representatives from the healthcare division meet students within their school, on the

college campus and during college hosted healthcare events. This early exposure to healthcare related career paths, and the conversations about entry requirements, allows students to better understand the necessity of maintaining a strong GPA, among other essential school performance measures. In addition, Chesapeake College accepts a wide array of opportunities for students to place directly into college level courses therefore bypassing any remedial level work. A complete list of qualifying college readiness assessments is included on our website at https://www.chesapeake.edu/admissions/accuplacer. Our robust Dual Enrollment program allows for students to complete necessary pre-requisites during the high school years, saving time and money. This, along with the high school level assessments, allows students to achieve college credits, further preparing them for college.

2. **Strategy 2**: "Cultivate greater financial literacy for students and families to encourage financial planning and to prepare for postsecondary education". Over 48%[3] of first-time, full-time Chesapeake College students received Pell grants in FY2017 and 80%[4] received other types of financial aid, including non-need based funds. In addition, 36.8%[5] of students are first generation students whereas neither parent attended college. Chesapeake College recognizes that many students, as well as their families, lack basic financial literacy and that could pose a barrier into college entry for these families. In response to the need for an enhanced understanding of the process, the college's financial aid division visits area high schools to share information on ways to prepare for the expense of college, these sessions are open to the public to attend. In addition, regular FAFSA workshops are held and financial aid experts assist with the document preparation.

3. **Strategy 5:** "Ensure that statues, regulations, policies, and practices that support students and encourage their success are designed to serve the respective needs of both traditional and non-traditional students". The Surgical Technology program is designed to allow the students to move through as a cohort in a scaffolded format. The Surgical Technology A.A.S. degree aligns with the current accreditation recommendations of ARCSTA that all Surgical Technology Certificate programs move toward an Associate's degree by the year 2021 in order to maintain their CAAHEP accreditation.

4. **Strategy 7**: "Enhance career advising and planning services and integrate them explicitly into academic advising and planning". Research has indicated that career advising is just as critical to student success as academic advising. Because of this, Chesapeake College has invested significant internal resources to improve the overall student advising experience. Career Coach is an innovative program designed to help students align their career vision with an educational pathway. Through this

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[3] Integrated Post-Secondary Education Data System (IPEDS)
[4] Integrated Post-Secondary Education Data System (IPEDS)
[5] Performance Accountability Report (PAR)

interactive software and subsequent advising meetings, students assess their strengths and interests and explore the various careers that others, with their similar preferences, have participated in. The site includes salary data, required educational level and the career pathways within the college.

5. **Strategy 8**: "Develop new partnerships between colleges and businesses to support workforce development and improve workforce readiness". The Surgical Technology program has established partnerships with Atlantic General, Peninsula Regional Medical Center, UM Shore Medical Center at Easton, Dorchester General Hospital, UM Shore Medical Center at Chestertown, Anne Arundel Medical Center, University of Maryland Baltimore Washington Medical Center, McCready Memorial Hospital, Bay Health Kent General, Delmarva Surgery Center, Beebe Healthcare, and Nanticoke Memorial Hospital. Partners host the students for their clinical assignment and, based on these interactions, provide direction on the overall training. These connections are a crucial part of the training as they help the students to understand the "essential skill" component that is necessary for success in the workplace. As a part of the Surgical Technology program students are required to complete a clinical experience, in a supervised capacity, within a community based hospital. This hands on component to the program is essential to the tactical learning process. In addition, the Surgical Technology program has a unique component. Each year, the current cohort and instructors, raise money through fundraisers to attend the national conference where students have the opportunity to learn about current trends in their industry and to network with potential employers. During the conference, they are exposed to topics that they would not typically have access to such as Surgical Intervention for the Treatment of Chronic Graft vs. Host Disease, Laparoscopic Colectomy, hybrid operating rooms, and more.

C. **Quantifiable & reliable evidence and documentation of market supply & demand in the region and State:**

The proposed A.A.S.in Surgical Technology enhances Chesapeake College's support for healthcare growth in state. In addition, the degree pathway supports the 2017 Governor's Workforce Development Board initiative of working with Maryland hospitals to develop and sustain a stable direct-care workforce. [6]

Growth in the Surgical Technology field is projected to experience statewide growth through 2026.[7]

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[6] http://www.gwdb.maryland.gov/lib/pdf/annualreport2017.pdf
[7] https://www.dllr.state.md.us/lmi/iandoproj/maryland.shtml

Maryland Long Term Occupational Projections (2016 - 2026)

Occupation (keyword search)

surgical technolog	×

Number of Openings

-736   211,284

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Percent Change

-18.89%   75.26%

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Occupation	⇕	2016	2026	Change	Pct Change
Surgical Technologists		1,977	2,289	312	15.78%

In addition, labor-market trends through 2026 indicate that demand is growing "faster than average" among the healthcare fields within Maryland.[8]

D.   Reasonableness of program duplication:

Currently, there are six other community colleges in Maryland who are offering the A.A.S. in Surgical Technology as mandated by the accrediting agency. Typically, each region gives enrollment preference to students residing in their respective county. Chesapeake College follows this practice and also extends Wicomico County students the same enrollment advantage as Wor Wic Community College does not offer Surgical Technology training program.

Provide justification for the proposed program:

Chesapeake College has offered a Surgical Technology Certificate program since 1999; it is one of the oldest accredited programs in the state. The Surgical Technology A.A.S. degree aligns with the current accreditation recommendations of ARCSTA that all Surgical Technology Certificate programs move toward an Associate's degree by the year 2021 in order to maintain their CAAHEP accreditation.

E.   Relevance to high-demand programs at Historically Black Institutions (HBIs)

The A.A.S. pathway in Surgical Technology has no impact, negatively or positively, on programs at HBIs.

F.   Relevance to the identity of Historically Black Institutions (HBIs)

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[8] https://www.bls.gov/ooh/healthcare/surgical-technologists.htm

The A.A.S. pathway in Surgical Technology has no impact, negatively or positively, on programs at HBIs.

G.   Adequacy of Curriculum Design, Program Modality, and Related Learning Outcomes (as outlined in COMAR 13B.02.03.10):

The Surgical Technology Program educates students through classroom instruction and clinical field work specifically to assist in surgical procedures. Students learn crucial surgical techniques, essential skills needed in the surgical environment, preparation and use of the operating room equipment, and surgical instruments.

The Program follows the core curriculum of the Association of Surgical Technologists as required by the accrediting agency. The course framework was developed in accordance with Chesapeake College's Curriculum Guide[9].

Prefix	Number	Course Name	Credits	Semester
ENG	101	Composition (G.Ed.)	3	FALL
MAT	107	Mathematics (G.Ed.)	3	FALL
BIO	103	Preparatory Biology for Healthcare Students	1	FALL
BIO	211	A&P I (G.Ed.)	4	FALL
MED	106	Medical Terminology	1	FALL
BIO	212	A&P II	4	SPRING
PSY	150	General Psychology (G.Ed.)	3	SPRING
	OR			
SOC	161	Sociology (G.Ed.)	3	SPRING
BIO	202	Microbiology	4	SPRING
ART/HUM		Humanities elective (G.Ed.)	3	SPRING
SGT	125	Introduction to Healthcare and Surgical Services	3	SPRING
		APPLY TO THE PROGRAM		
SGT	126	Surgical Techniques I	3	SUMMER
SGT	127	Surgical Pharmacology	2	SUMMER
SGT	128	Surgical Specialties I	4	SUMMER
SGT	129	Surgical Practicum I	5	FALL
SGT	226	Surgical Techniques II	3	FALL
SGT	228	Surgical Specialties II	4	FALL
SGT	225	Surgical Practicum II	1	WINTERIM
SGT	229	Surgical Practicum III	5	SPRING
SGT	230	Strategies for Professional Advancement	1	SPRING

List any specific General Education Courses from the approved Core Courses that may meet program requirements:

Arts and Humanities Category

Course Prefix & Number	Name	Credits
ART 101	Introduction to Art	3
MUS 101	Introduction to Music	3
HUM 110	Integrated Arts	3

English Category

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[9] Chesapeake College. *Chesapeake College Curriculum Development Guide*. 2016.

Course Prefix & Number	Name	Credits
ENG 101	Composition	3

Mathematics Category

Course Prefix & Number	Name	Credits
MAT 204	Introduction to Statistics	3
MAT 107	Foundation of Mathematic	3
MAT 113	College Algebra	3

Biology and Natural Science Category

Course Prefix & Number	Name	Credits
BIO 111	Principles of Biology	4

Social and Behavioral Science Category

Course Prefix & Number	Name	Credits
PSC 150	General Psychology	3
SOC 161	Sociology	3

The Surgical Technology program will be assessed in accordance with Chesapeake College's program review process as outlined in the College Curriculum Guide.[10] Core programmatic goals include:

1. Apply principles of ethics, safety, teamwork and patient advocacy to the role of the surgical technologist.
2. Demonstrate understanding of anatomy, physiology and pharmacology as they relate to the surgical patient.
3. Identify and demonstrate principles of asepsis and sterile technique.
4. Select prepare and utilize all required instrumentation, supplies and equipment.
5. Assess and anticipate needs of the patient and surgical team during all phases of operative care.
6. Demonstrate the understanding and the responsibility of the surgical conscience that puts the safety and well-being of the surgical patient first.
7. Combine knowledge from general education and surgical science with critical thinking skills to problem solve while functioning as a surgical technologist.
8. Apply a basic understanding of human physiology and surgical anatomy and the use of appropriate medical terminology in the preoperative, intraoperative, postoperative care of the patient.
9. Demonstrate the ability to think critically and communicate effectively.
10. Demonstrate responsibility, self-discipline, and teamwork.
11. Prepares the supplies, equipment, and sterile surgical instrumentation for the surgical procedures.

    The Surgical Technology program is fully supported through the college's marketing initiatives; all correlating materials accurately and concisely represent the program[11].

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[10] Chesapeake College. *Chesapeake College Curriculum Development Guide*. 2016.
[11] https://www.chesapeake.edu/allied-health/surgical

H.   Adequacy of articulation

The Surgical Technology A.A.S. is not designed for transfer. There are no Surgical Technology programs that currently require higher than an Associate's Degree which are accredited by CAAHEP (Commission on Accreditation of Allied Health Education Programs).[12]

I.   Adequacy of faculty resources (as outlined in COMAR 13B.02.03.11).

Karen Jones has been employed with Chesapeake College since 2010 as the full-time instructor and Director of the Surgical Technology Program. She has over 30 years of experience in the field with a Certification and an A.A.S. degree in Surgical Technology.

Tammy Babcock, full-time instructor, is a Certified Surgical Technician with over eight year of experience. Both instructors co-teach the courses to provide holistic instruction based on their unique clinical experiences and expertise.

J.   Adequacy of library resources (as outlined in COMAR 13B.02.03.12).

The library of Chesapeake College provides students, faculty and community members with various resources to meet their informational and research needs and supports the programs that make up the current curriculum offerings. The library has a collection of 30,000 print titles, more than 300,000 e-books, 1,500 audiovisual materials, 50 print serial subscriptions, and over 100,000 electronic print serials. The library subscribes to over 50 databases providing full-text material, bibliographic citations, images, audio, and films, dedicated to the scholarly disciplines in the sciences, social sciences, education, law, and medicine. Additionally, documents relevant to the Surgical Technology field, including magazines and textbooks, are shared with the students through the college and the clinical facilities.

The library is a member of the Upper Eastern Shore Library Consortium which provides for resource sharing among the college and local public libraries.   This program allows our patrons to borrow from public and academic libraries throughout the State of Maryland. Information about the college's library resources is found at http://info.chesapeake.edu/lrc/library.   The President has affirmed that the program can be implemented within existing library resources.

K.   Adequacy of physical facilities, infrastructure and instructional equipment (as outlined in COMAR 13B.02.03.13)

In 2015, Chesapeake College officially opened the Health Professions and Athletic Center, a state-of-the-art 100,000 square foot building. Classrooms feature technologically advanced simulators and training space. The Surgical Technology lab is a true to scale and fully functional operating room with a surgical scrub station, decontaminate room, sterile

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[12] https://www.caahep.org/

processing room, sterile storage and relevant equipment storage. An advanced simulator allows for students to practice surgical procedures in a controlled environment.

The operating room contains state-of-the-art equipment including the Stryker system, which is vital for minimally invasive surgery and allows our students to work with actual instrumentation and equipment prior to going to clinical facilities. In addition, most of the clinical facilities in our region use the Stryker system so students are familiar with the surgical instrumentation and equipment prior to clinical placement.

Students have the benefit of working with a wide variety of industry relevant surgical equipment including a general tray, orthopedic instrument trays, vascular instrument trays, laparoscopic instrument trays for variety of surgical specialties including general and GYN, urinary and plastic surgery.

In addition to the classroom and lab spaces, students have the opportunity to utilize all the College's resources including the library, tutoring center, computer labs, small group conference areas, and student dining/lounge area. Existing classrooms and labs within the Science and Humanities Buildings will be used to hold all General Education classes and there is sufficient space to hold any needed new equipment, supplies or materials.

The new Surgical Technology A.A.S. proposal was carefully reviewed and approved through the college governance structure. Thus it has met with the approval of the college faculty, administration and Board of Trustees for implementation and inclusion in the college budgeting process. The President has affirmed that the program can be implemented within existing institutional resources.

L. Adequacy of financial resources with documentation (as outlined in COMAR 13B.02.03.14)

TABLE 1: PROGRAM RESOURCES AND NARRATIVE RATIONALE

1. **Reallocated Funds**: This program will utilize existing faculty resources and administrative staff.

2. **Tuition and Fee Revenue**: We are projecting no more than a 2% tuition increase each year. There is an average of $320 in course fees added to the Program to cover the cost of the nationally certifying exam, the exam study guide, membership in the AST (Association of Surgical Technologists), and to help offset the cost of the course consumables.

3. **Grants and Contracts**: While additional grant funding will be sought to cover additional equipment costs, this program will be supported through the College's general fund.

4. **Other Sources**: Other sources of revenue include Consolidated Fees, $35 per credit hour, this fee helps cover the cost of the academic support center, student activities, technology and the general expenses of the college; Capitol Improvement fees, $15 per registration transaction, this fee supplements county funds for facility improvements and equipment upgrades for projects that do not meet the threshold for State funding; and Registration fees, $10 per registration transaction, this fee defrays cost of clerical support and supplies for registration processing.

5. **Total Year**: *Program Resources and Narrative Rationale table on following page*

TABLE 1: RESOURCES

Resource Categories	Year 1	Year 2	Year 3	Year 4	Year 5
1. Reallocated Funds	$0	$0	$0	$0	$0
2. Tuition/Fee Revenue (c + g below)	$35,136	$35,712	$36,288	$37,152	$38,016
a. Number of F/T Students[13]	12	12	12	12	12
b. Annual Tuition/Fee Rate	$2,928	$2,976	$3,024	$3,096	$3,168
c. Total F/T Revenue (a x b)	$35,136	$35,712	$36,288	$37,152	$38,016
d. Number of P/T Students[14]	0	0	0	0	0
e. Credit Hour Rate	$122	$124	$126	$129	$132
f. Annualized Credit Hour Rate	$1,464	$1,488	$1,512	$1,548	$1,584
g. Total P/T Revenue (d x e x f)	$0	$0	$0	$0	$0
3. Grants, Contracts & Other External Sources	$0	$0	$0	$0	$0
4. Other Sources	$11,000	$11,000	$11,000	$11,000	$11,000
TOTAL (Add 1 – 4)	$46,136	$46,712	$47,288	$48,152	$49,016

The Surgical Technology Program can accommodate 12 students per year, students move through the training as a co-hort.

We are projecting a tuition increase of no more than 2% per year. Other sources of revenue include Consolidated Fees[15] of $35/credit hour; Registration Fees[16] of $10 per registration transaction; and Capital Improvement Fees [17] of $15 per registration transaction. Surgical Technology students pay an average of $320 in course fees which covers the cost of lab materials, testing fees and membership in the national organization.

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[13] The Surgical Technology program can accommodate 12 students FT students per semester.
[14] All Surgical Technology students attend on a FT basis.
[15] Other Sources: Consolidated Fee: The consolidated fee helps cover the cost of the academic support center, student activities, technology and the general expenses of the college. This fee also covers use of the physical education facilities and equipment which all students have access to.
[16] Other Sources: Registration Fee: Defrays cost of clerical support and supplies for registration processing.
[17] Other Sources: Capital Improvement Fee: Supplements county funds for facility improvements and equipment upgrades. These projects do not meet the threshold for State funding.

TABLE 2: PROGRAM EXPENDITURES:					
Expenditure Categories	Year 1	Year 2	Year 3	Year 4	Year 5
1. Faculty (b + c below)	$160,550	$162,264	$166,026	$168,837	$171,699
a. Number of FTE	2	2	2	2	2
b. Total Salary[18]	$130,000	$131,950	$133,929	$135,938	$137,977
c. Total Benefits	$30,550	$31,314	$32,097	$32,899	$33,721
2. Admin. Staff (b + c below)	$0	$0	$0	$0	$0
a. Number of FTE	$0	$0	$0	$0	$0
b. Total Salary	$0	$0	$0	$0	$0
c. Total Benefits	$0	$0	$0	$0	$0
3. Support Staff (b + c below)	$0	$0	$0	$0	$0
a. Number of FTE	$0	$0	$0	$0	$0
b. Total Salary	$0	$0	$0	$0	$0
c. Total Benefits	$0	$0	$0	$0	$0
4. Technical Support and Equipment	$0	$0	$0	$0	$0
5. Library	$0	$0	$0	$0	$0
6. New or Renovated Space	$0	$0	$0	$0	$0
7. Other Expenses	$0	$0	$0	$0	$0
TOTAL (Add 1 – 7)	$160,550	$162,264	$166,026	$168,837	$171,699

The program will be implemented with existing administrative staff and campus resources. Campus resources are funded through the College's general operating budget each year. The dedicated faculty members, Karen Jones and Tammy Babcock, are currently utilizing 100% of their time teaching dedicated Surgical Technology courses.

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[18] No new faculty members will be needed to implement the program.

Salaries are forecasted to increase 1.5% each year, while health benefits are forecasted to increase 2.5% each year.

M. Adequacy of provisions for evaluation of program (as outlined in COMAR 13B.02.03.15).,

The college uses a five-year internal program review process for all of its courses and its programs. Additionally, all courses are reviewed annually with student opinion surveys. All courses and programs will implement faculty developed and approved assessment plans to monitor student mastery of all identified course and program goals and student learning outcomes. Each program also makes use of a program advisory board with membership consisting of college faculty, administration, area business representatives, and local leaders from the agriculture industry. This board will review and recommend curriculum revisions as needed. In addition, the Surgical Technology Program undergoes an annual review through the accrediting agency, CAAHEP.

N. Consistency with the State's minority student achievement goals (as outlined in COMAR 13B.02.03.05 and in the State Plan for Postsecondary Education).

Chesapeake College will use its ongoing outreach strategies to feeder high schools and to communities with high concentrations of minority populations. The College has a strong dual enrollment program which will be used to encourage early decisions about career goals and career exploration. Also the college, working in cooperation with the local county schools, has initiatives such as grow your own programs, community mentors, and new financial incentives, to recruit and retain more minority students. The college has an aggressive "early alert" system as part of its student retention initiatives.

O. Relationship to low productivity programs identified by the Commission:

This program is not related to low productivity programs identified by the Commission.

P. Adequacy of Distance Education Programs (as outlined in COMAR 13B.02.03.22)

Chesapeake College follows C-RAC guidelines for distance education.

Addendum

Board approval – 4/26/18 (verified - Board of Trustee minutes dated 4/26/2018)

I've added the classes with the instructor of record for the Surgical Technology A.A.S degree; the same courses were offered under the Surgical Technology Certificate program. The general education courses will be taught by college faculty within the disciplines. I'm also attaching the approval from the Accreditation Review Council on Education in Surgical Technology and Surgical Assisting (ARC/STSA) to offer the A.A.S. degree.

		Course Title:	Instructor of Record:		
SGT	125	Introduction to Healthcare and Surgical Services	K. Jones		
SGT	126	Surgical Techniques I	K. Jones	3	SUMMER
SGT	127	Surgical Pharmacology	T. Babcock	2	SUMMER
SGT	128	Surgical Specialties I	K. Jones	4	SUMMER
SGT	129	Surgical Practicum I	T. Babcock	5	FALL
SGT	226	Surgical Techniques II	K. Jones	3	FALL
SGT	228	Surgical Specialties II	K. Jones	4	FALL
SGT	225	Surgical Practicum II	T. Babcock	1	WINTERIM
SGT	229	Surgical Practicum III	T. Babcock	5	SPRING
SGT	230	Strategies for Professional Advancement	K. Jones	1	SPRING