IT’S NOT ALL ACADEMIC AT THE ACADEMY OF HEALTH PROFESSIONS – IT’S MUCH, MUCH MORE

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Presentation Agenda

• Description of the Academy of Health Professions Program

• Collaborations across the college and beyond

• Case Management Model
Academy of Health Professions Career Pathway*

**Academy Levels**

- **Level I**
  - Certificate programs in CNA, Medical Receptionist
  - Certifications in CPR and First Aid

- **Level II**
  - Certificate Programs in Phlebotomy, Medical Secretary

- **Level III**
  - Other Certificate Programs

**Exit Employment Options**

- Enter workforce as a Medical Secretary or Phlebotomist with option to continue studies
- Enter workforce as a CNA or Medical Receptionist with option to continue studies
- Enter workforce with option to continue studies

*Developed through a grant from the Commonwealth Corporation*
Educational Model

- Innovative Curriculum
  - Integrates career exploration and career specific courses with academic skill building courses
  - Offers alternative scheduling
    - 8 week sessions vs 15 week semesters
    - Evening and weekend classes

- Student population
  - Unemployed and underemployed
  - Developmental students
  - English Language Learners

- Work force need
  - Vacancies in entry level positions
Key components

Through a case management model, the Academy has

• Fostered a close knit community of students, enhancing academic success
• Facilitated access to all college services
• Increased engagement through dedicated advising from the Program Coordinator
• Offered career and academic courses together as a cohesive program of study
Cohort Sequence: Multiple entry points

- Level I – Mod 1
- Level I – Mod 2
- Level I – Mod 3
- Level I – Mod 1
- Level I – Mod 2

Spring 1: 2/8 – 4/17/10
Spring 2: 4/19 – 6/26/10
Summer: 7/6 – 9/11/10
Fall 1: 9/13 – 11/13/10
Fall 2: 11/15 – 2/5/11
Spring 1: 2/7 – 4/16/11

Direct Entry to Level 2
More than Academics ...

Case Management

Admissions
Advisory Board & CBOs
Enrollment
Financial Aid
Advising – career and academic
Academic Support
Collaborative Approach – reaching out

• Create an Advisory Board
  • A Broad-based advisory board is key to the success of our program
  • It should be composed of internal and external members - college departments, career center staff and employer partners
  • Members will be able to offer multiple viewpoints on curriculum design and program planning based on knowledge of industry-specific skills and training required
  • Career Center staff and Employer partners know the labor market’s fluctuations
  • Members provide input to keeping programs current and offer suggestions for locating clinical and internship locations
College Departments - Early Collaboration Helps!

- **Before the program begins** – Foster connections between internal departments and seek input into program development early in the planning stages
  - It’s easier to work out the details at the beginning of the planning with key players
    - Recruiting
    - Admissions
    - Enrollment
    - Financial Aid
    - Student Accounts
- Considerations
  - Is Lab space needed?
  - Will Technical Support be required?
  - Tuition and fee schedule
  - Graduation issues
Collaborative Approach – on going

• Create a Steering committee
  • Composed of a variety of “upper level” decision makers who can
    — develop and revise systems to support innovative and flexible schedule to better meet student needs
    • Banner (database)
    • Student accounts
    • Off term enrollments
  — Offer creative solutions based upon existing programs on campus
Collaborating with Student Services

- Admissions and Recruitment –
  - Determines target audience - Open Houses and Info sessions
  - Develops a recruitment plan - Presentations and visits
  - Works with publications to develop
    - Promotional materials
    - Application materials
    - Web presence
  - Communicates and educates on campus

- Admission requirements-
  - High School Diploma/GED/Ability to Benefit test
  - Specialized AHP application packet
  - Must score 56 or higher on CPT in reading
Collaborating with Student Services

• Financial Aid
  • We are the square peg in the round hole of Federal Financial Aid regulations
    • Students work with Financial Aid during Info Sessions and Orientations to complete FAFSA
    • Students cannot cross register into other programs that run 15 weeks
    • Electronic Academic plans are created to check enrollment

• Student Accounts
  • Holds
  • Payment plans
More than Academics …

Admissions

Advisory Board & CBOs

Financial Aid

Enrollment

Advising – career and academic

Case Management

Academic Support
Academic Supports and Tutoring

• Academic support is included in all orientations
  — Holds “Strategies for Success” workshop for all new cohorts
• Provides CPT Prep/Review
• Facilitates study groups all semester long
• Provides tutoring as needed
• Coordinates support services with students
  — directly
  — through Program coordinator
More than Academics ...
Case Management Model

- Start with a Dedicated Program Coordinator
  - Acts as “advocate” for students
  - Knowledgeable of college wide programs and services
  - Academic and personal advisor
  - Mentor for faculty
  - Collaborates with Human Resources and purchasing
Case Management Model - students

- In addition, the Program Coordinator
  - Conducts Orientation for new students
  - Supports students through one-on-one conversations and group sessions throughout entire program
  - Provides academic advising - Early Alert intervention
  - Collaborates with admissions, advising, enrollment to ensure students are placed appropriately to ensure success
Case Management Model - students

- Registers students for all classes
- Discusses financial aid resources with students and financial aid office
- Schedules tutoring sessions and study groups to ensure retention and student success
- Provides links to services students might need – babysitting, counseling, medical assistance
- Handles and settles disciplinary issues
Case Management Model - faculty

- On the college management side, the Program Coordinator
  - Advertises for, recruits, hires and supervises faculty
  - Mentors new and existing faculty – AHP model
  - Encourages and provides professional development
  - Schedules rooms
  - Orders supplies and maintains equipment
  - Confers with faculty regarding student behavior
Case Management Model – follow up

- Student Surveys and evaluations
  - Course evaluations are completed each 9 weeks
  - Program evaluations are conducted at the end of every 27 week program to ensure we are meeting student and employer needs
- Evaluation results are discussed at Advisory Board meetings
- Faculty observations and evaluations
Wrap up: More than Academics ...

- Admissions
- Enrollment
- Case Management
- Advising – career and academic
- Financial Aid
- Academic Support
- Advisory Board & CBOs
Finally - Making it work – questions to address

• What to consider
  — Who are our students?
  — Where will they come from?
  — Where will we hold our program? Campus/building?
  — How will you schedule classes?
  — How can our program fit into the current financial aid model?
  — Who will teach for us?
  — Can we use the standard college tuition and fee schedule?
  — Who will help us create our program?
    • Input
    • Process of approval?
  — What are the current workforce needs? And how can we find that out?
Positive Challenges

• The AHP’s alternative model
  — Presents both
    • Challenges
      — Admission and recruiting
      — Financial Aid and student accounts
      — Enrollment and scheduling
    • Opportunity
      — Pilot new enrollment management models
Question & Answer

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