

**BOARD OF HIGHER EDUCATION**  
**REQUEST FOR COMMITTEE AND BOARD ACTION**

**COMMITTEE:** Assessment and Accountability      **NO.:** AAC 06-12

**COMMITTEE DATE:** June 8, 2006

**BOARD DATE:** June 15, 2006

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**MOVED:**            The Board of Higher Education hereby approves the request of **Quincy College** to award the **Certificate in Surgical Technology**.

Prior to enrolling students in the program, the College must submit the resumes or CVs of the full-time faculty, including the new program chair, to the Chancellor of the Board of Higher Education for approval.

The institution shall provide in January 2007, and annually for four years thereafter, a status report on its implementation of the program, including information regarding administration, curriculum, enrollment, faculty, student clinical placements, and facility resources.

Authority:            Massachusetts General Laws Chapter 69, Section 30 et seq.

Contact:            Aundrea Kelley, Associate Vice Chancellor for Academic Policy

# BOARD OF HIGHER EDUCATION

June 2006

Quincy College

## Certificate in Surgical Technology

### **Background**

Quincy College has petitioned the Board to offer the Certificate in Surgical Technology. The purpose of the program is to educate and prepare diverse, professionally competent and highly skilled surgical technologists to meet the needs of hospitals and surgical services within metropolitan Boston, the South Shore, and the South Coastal areas of Massachusetts.

Quincy College is a non-profit, NEASC accredited institution operated by the City of Quincy, Massachusetts. On June 21, 1962, the Commonwealth of Massachusetts Board of Collegiate Authority, a predecessor agency to the Board of Higher Education, approved “the application of the School Committee of the City of Quincy for authority to confer the degrees of Associate in Science and Associate in Arts to duly qualified graduates of Quincy Junior College under the provisions of M.G.L. Chapter 71, sections 75-79 as amended.” The name of the College was later changed to Quincy College. In addition to the Associate degree authority granted to Quincy College by the Board, the College has been approved to offer certificate programs over 30 credits. (As an institution under the purview of the Board of Higher Education, Quincy College may offer certificate programs under 30 credits without specific prior approval.)

The College began to offer a surgical technology program below 30 credits in 1968. In the spring of 2004, following its preliminary investigation of potential improprieties in the administrative and academic oversight of the surgical technology program, the College voluntarily suspended the program operation with the understanding that it would not begin to readmit students into the surgical technology program until the program had been specifically reviewed and approved by the Board of Higher Education.

The proposed program reflects a curriculum that has been revised with the intent of meeting Association of Surgical Technologists (AST) guidelines and all program revisions were submitted, reviewed, and approved through the college’s governance process. The revised curriculum comprises 40 credits in surgical technology, microbiology, medical terminology, the human body, and human behavior that include 385 theory hours, 136 lab hours, and 504 clinical hours. (Attachment A)

The College plans to enroll an initial class of up to 15 students. A new cohort group would be enrolled during the spring semester. The College plans to maintain an

enrollment cap of 15 students in the surgical technology program. In addition to the high school diploma or GED, admission requirements for the surgical technology program now include passage of the Accuplacer exam with score requirements as follows: Reading Comprehension – 86; Sentence Skills – 96; Arithmetic – 70.

## **External Review and Institutional Response**

Deborah Coleman, RN, MSN, Surgical Technology Program Director, Quinsigamond Community College and Jane Roman, RN, MEd, CNOR, Surgical Technology Program Director, Bunker Hill Community College reviewed the Quincy College Surgical Technology Program during a site visit on May 11-13, 2005. The report of the visiting committee commended the College for the progress it had made in identifying and correcting shortcomings in the Surgical Technology Program and for placing the program on hold pending improvements. The committee report also made recommendations regarding concerns that still needed to be addressed in the areas of program integrity, administration and governance, faculty, and resources.

During the following year, the College worked to address the committee's findings, and the Board received its institutional response in April 2006. The response detailed extensive measures taken by the College to address identified shortcomings. The Visiting Committee reviewed the institutional response and concluded that the College had made significant progress in addressing areas of concern, including the following:

### **A. Integrity of the proposed program.**

#### **I. Curriculum**

Program Assessment Examination (PAE) results from 2003-2004 were utilized to change the curriculum and the curriculum has been revised to reflect (AST) core curriculum.

#### **II. Level of Instruction**

Level of instruction as proposed by new syllabi, lesson plans, and laboratory experiences meets AST requirements.

Planning of lesson sequencing and in-program student remediation opportunities are now available.

Instructional technology for teaching has been ordered or donated.

Plan to meet required Surgical Technology employment-ready computer competency was established.

The proposed class size for the first year is acceptable for the resources available.

Documentation of planning to meet the AST 70% retention rate has been revised.

Entrance exam scores have been increased and informational seminars planned.

#### **III. Evaluation of student performance**

Syllabi have been revised and a method of grading established.

Program outcomes are outlined according to AST standards and methods of assessment have been established.

### **B. Administration and governance of the proposed program within the context of the institution.**

Budget for the program is now available.

Multiple changes have been made to stabilize the administration at Quincy College including hiring a Dean for the Allied Health Sciences Division.

C. Selection, qualifications, and role of the faculty.

Job descriptions revised.

Program chair has been recruited.

D. Adequacy of human, financial, and physical (including information and library) resources to support the program, students, and faculty.

New lab space accommodates 8 students and 2 instructors.

Scrub sinks ordered.

Conforms with DPH syringe and needle regulations.

New lab facilities comprise 2 surgical areas, 1 observation area and 1 practice /skill area in the lab. There is space for 4-6 students in both surgical areas and 2-4 students in the observation and 2-4 students in the skill area.

The cohort class of 15 is split into 2 groups for lab with no more than 10 individuals including instructors in the lab at any given time.

The College also provided a new clinical manual that outlined a comprehensive clinical evaluation plan, including detailed guidelines and forms for clinical supervision, daily preceptor evaluation, student weekly evaluation, and monthly clinical evaluation. The College also submitted copies of tentative clinical site agreements for placements of up to 21 surgical technology students. (Attachment B)

Quincy College also undertook a number of measures at the institutional level that were designed to strengthen leadership and administrative oversight, including hiring a new president and senior staff, and instituting new policies and procedures for record keeping.

With respect to the overall readiness of the College to offer the program, one reviewer stated:

“It was a pleasurable surprise to read the thorough Quincy College response. It is complete and it appears the program details have been well developed with consideration of student and program success in mind. The Surgical Technology department is positioned to be an equal, contributing, and respected member of the learning community at Quincy College, and appears to be working collegially with other disciplines within the college to provide quality education for Surgical Technology students. The components for safety and success at the clinical sites are present in the written response. It is clear that the college is committed to the Surgical Technology program fiscally and administratively.”

## **PUBLIC HEARING**

The required public hearing was scheduled for June 7, 2006, at 10:30 a.m. in the office of the Board of Higher Education.

## **STAFF ANALYSIS AND RECOMMENDATION**

After an exhaustive evaluation of all documentation submitted, staff is satisfied that the proposed program meets the criteria for NEASC-accredited institutions as set forth in 610 CMR2.08 in the *Degree-Granting Regulations for Independent Institutions of Higher Education*. Recommendation is for approval of the request of Quincy College to award the Certificate in Surgical Technology.

Prior to enrolling students in the program, the College must submit the resumes or CVs of all new program faculty, including the program chair and clinical supervisor, to the Chancellor of the Board of Higher Education for approval.

The institution shall provide in January 2007, and annually for four years thereafter, a status report on its implementation of the program, including information regarding administration, curriculum, enrollment, faculty, student clinical placements, and facility resources.

## Attachment A – Curriculum Outline

### Curriculum Outline

<b>Major Required (Core) Courses</b>		
<b>Course Number</b>	<b>Course Title</b>	<b>Credit Hours</b>
SUR 941	Surgical Technology I (includes 120 lab hours)	9
SUR 942	Surgical Technology II (includes 16 lab hours and 336 clinical hours)	16
SUR 943	Surgical Technology III (includes 168 clinical hours)	8
SCI-121	Human Body	3
SUR 901	Medical Terminology for the ST	1
SUR 902	Microbiology for the ST	2
PN 811	Human Behavior	1
	<b>Total Credits</b>	<b>40</b>

## Attachment B – Tentative Clinical Placements

### Quincy College Surgical Technology Program List of Tentative Clinical Placements

<u>Clinical Affiliate</u>	<u>Number of Students</u>
Boston Medical Center	1
Brigham & Women's Hospital	2
Brockton Hospital	2
Cape Cod Hospital	2
Caritas Carney Hospital	1-2
Massachusetts General Hospital	2
Morton Hospital	1
Quincy Medical Center	2
St. Anne's Hospital	1
Tufts-New England Medical Center	1-2
VA – Jamaica Plain	2
VA – West Roxbury	2