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# Associate of Applied Science in Veterinary Technology

# Academic Assessment Plan

**Adopted by**

**The Veterinary Technology Program faculty: 2/15/2023**

Reviewed with curriculum changes by the Academic Assessment Committee: 4/7/23

Reviewed by the Faculty Senate as an information item: 4/7/23

## Mission Statement

The mission of the Veterinary Technology program is to meet the accreditation requirements of the American Veterinary Medical Association’s Committee on Veterinary Technician Education and Activities(AVMA/CVTEA) and produce graduates that possess the skills necessary to work as effective members of a veterinary team who are both eligible and equipped to meet licensure requirements as outlined by the AVMA.

The mission statement of the AVMA/CVTEA is as follows: *“The mission of the* *Committee on Veterinary Technician Education and Activities (CVTEA) is to shape the future of veterinary medicine by promoting veterinary technology and the veterinary professional team through education, quality, integrity, service, leadership, and collegiality.”*

## Program Student Learning Outcomes

Students graduating with an **Associate of Applied Science in Veterinary Technology** will be able to:

1. Apply critical thinking skills required to be effective members of a veterinary care team.
2. Perform the technical skills required of a veterinary technician.
3. Demonstrate the hands-on animal nursing skills required of a veterinary technician.
4. Behave and communicate professionally as required to be successful as a veterinary technician.

## Measures

To obtain accreditation with the AVMA/CVTEA, this program must develop program-specific assessment instruments that assist in determining the attainment of the educational goals.  Such instruments should include but are not limited to, attrition rates, graduate and employer surveys, and the pass rates and domain scores of the Veterinary Technician National Exam (VTNE).  The results of all outcome assessments will be used to improve the program.

**TABLE 1:  PROGRAM OUTCOMES ASSESSMENT MEASURES AND ADMINISTRATION**

**(\* indicates a required assessment measure for AVMA CVTEA accreditation.)**

| **Measure** | **Description** | **Frequency/Start Date** | **Collection Method** | **Administered By** |
| --- | --- | --- | --- | --- |
| **\*VTNE (Veterinary Technician National Examination) scores and pass rate****(SLO #s 1,2,4)** | **National exam sponsored by the American Association of Veterinary State Boards (AAVSB) used to assess competency for the purpose of veterinary technician licensing** | **Upon completion of the program based on the exam administration schedule** | **Exam results and pass rate mailed to the program** | **American Association of Veterinary State Boards and Program Director** |
| **\*AVMA/CVTEA Essential Skills List completion rate****(SLO #s 1,2,3,4)** | **Checklist of all of the tasks that must be completed by each student to show successful completion of each skill and student outcome** | **Biennially after graduation of a cohort** | **Skills List completion checklist will be collected from each student** | **Veterinary Technology Faculty** |
| **\*Graduate exit survey****(SLO #s 1,2,3,4)** | **Exit survey administered to program students during the final course to evaluate educational preparedness for employment and satisfaction with the educational program** | **Biennially upon completion of the program** | **A survey is to be administered just prior to the graduation of a cohort** | **Veterinary Technology Faculty/ Program Director** |
| **\*Employer survey****(SLO #s 1,2,3,4)** | **A survey to be administered to employers of new program graduates to evaluate satisfaction with graduates** | **Biennially in the fall after graduation of a cohort and after students have acquired employment** | **A survey sent to new employers of program graduates** | **Veterinary Technology Faculty/ Program Director** |
| **\*Attrition rate****(SLO #s 1,2,3,4)** | **Rate of students lost to the program before completion** | **Annually at the end of the spring semester** | **Rates will be obtained from student services** | **Program Director** |
| **\*Faculty/staff survey****(SLO #s 1,2,3,4)** | **Survey to evaluate faculty and staff opinions of the adequacy of clinical resources, facilities and equipment, library resources, and preparedness of graduates** | **Biennially after graduation of a cohort** | **A survey will be administered to all faculty and staff associated with the program** | **Program Director** |
| **Externship evaluation****(SLO #s 1,2,3,4)** | **A survey administered to externship site supervisors to evaluate the quality and preparedness of students** | **Annually at the end of each externship period** | **Collected from site supervisors at end of externship experience and will be part of the course grade** | **Veterinary Technology Faculty/ Program Director** |

## Process

### General Implementation Strategy

This plan will be implemented with the start of the new Veterinary Technology program.  Data collection will occur according to the schedule listed in Table 1:  Program Outcomes Assessment Measures and Administration with most of the outcome measures being administered on a biennial basis at the end of each two-year cohort.  Data for attrition rates will be collected on an annual basis at the end of the spring semester.  Data will be compiled, analyzed, and assessed on a two-year cycle with the graduation of each cohort. Data will be retained in a shared file by the Program Director. This data will be shared with the members of the Veterinary Programs Advisory Board.

### Method of Data Analysis and Formulation of Recommendations for Program Improvement

The faculty of the program will meet at least once a year along with the Veterinary Programs Advisory Board (VPAB) to discuss data collected for that year along with any changes that are felt to be necessary right away.  Full program evaluation will occur every two years with the graduation of each cohort.  Recommendations resulting from that evaluation will be formulated and a plan of action to make the proposed curriculum changes will be discussed with the appropriate curriculum committee.  Proposed changes should enhance student performance relative to the program’s mission and student learning outcomes.  All information produced from this process will be forwarded in the required format to the office of the Academic Affairs Director.

The proposed programmatic changes may be any action or change in policy that the faculty deems necessary for performance improvement relative to the program mission, objectives, and outcomes.  Recommended changes will also consider workload (faculty, staff, and students), finances, facilities, and the rest of the standards that need to be met for AVMA CVTEA accreditation.  Accreditation site visits and reports will add to this assessment process by providing another set of recommendations.  Changes could include the following:

* Changes in course content, scheduling, sequencing, prerequisites, delivery methods, etc.
* Changes in faculty/staff assignments
* Changes in advising methods and requirements
* Addition and/or replacement of equipment
* Changes to facilities

### Modification of the Assessment Plan

After reviewing the assessment process and the data collected, Veterinary Technology Faculty may decide to change the assessment plan.  Changes may be made to any component of the plan, including the mission, the program introduction, student-learning outcomes, assessment measures, the process, or the appendices.  Any changes will be approved by the program faculty.  The modified assessment plan will be forwarded to the office of the Academic Affairs Director.

## APPENDIX A:  VTNE (VETERINARY TECHNICIAN NATIONAL EXAMINATION) SCORES AND PASS RATE

### Measure Description:

Students who complete the MSC Veterinary Technology Program will be eligible to sit for the Veterinary Technician National Examination.  The results will be obtained from the American Association of Veterinary State Boards (AAVSB)on a yearly basis.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

Student examination strategies and skills may impact data.

### How to interpret the data:

The outcomes associated with this assessment measure are directly related to the skills required by the AVMA CVTEA.

## APPENDIX B:  SKILLS LIST (VETERINARY TECHNOLOGY STUDENT ESSENTIAL AND RECOMMENDED SKILLS LIST) CHECKLIST COMPLETION RATE

### Measure Description:

The Veterinary Technology Student Essential and Recommended Skills List is a list that is compiled by the AVMA CVTEA and reviewed annually to ensure it is up-to-date and an accurate record of the skills needed by veterinary technicians entering the workforce.  All AVMA-accredited programs are required to ensure students are checked off on each of these skills by program faculty using standard criteria to evaluate students for completion of each of these skills.  The Skills List Checklist will contain the criteria needed to show the completion of each essential skill and task.  Students will be provided with the Skills List Checklist at the beginning of the program and will be responsible for making sure that they have been checked off for each skill and task.  Program faculty will collect these occasionally throughout the program to evaluate the progress of each student and at the completion of the program.  The completion rate for completing all the skills and tasks contained within the Skills List Checklist will be compiled for each student and then averaged to obtain a completion rate for the cohort at graduation.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

The completion of each of these skills and tasks will be a joint effort between students and program faculty.  If students and faculty are not working together to ensure that each completed skill is documented, data collection may be impacted and result in incomplete records.

### How to interpret the data:

The outcomes associated with this assessment measure are directly related to the skills required by the AVMA CVTEA and are used as a monitoring tool for accreditation.  The skills list checklist completion rate will be used by program faculty and the Veterinary Programs Advisory Board to ensure that students are learning all the essential skills they need to enter the workforce as veterinary technicians and comply with accreditation standards.

## APPENDIX C:  GRADUATE EXIT SURVEY

### Measure Description:

At the end of the final course of the Veterinary Technology Program, students will be given an exit survey.  This survey is designed for students to evaluate their satisfaction with the educational experience and how well it prepared them for employment.  They will have finished, or almost finished, their final externship at this point and should be able to evaluate how well they were prepared for that experience.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

Each student is different and will have different experiences in their externships as well as their clinical classes based on personalities, aptitudes, and motivation to learn.  These differences may impact the data.

### How to interpret the data:

The student exit survey will be used by program faculty and the Veterinary Programs Advisory Board to evaluate potential gaps in the educational experience where students may have felt they could have been better prepared.  This information will allow changes to be made to the program to make sure those areas are covered in better detail.

## APPENDIX D:  EMPLOYER SURVEY

### Measure Description:

A survey will be administered to employers of new program graduates in the fall following the graduation of a cohort.  This survey will be designed to evaluate employer satisfaction with program graduates and their preparedness for employment.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

Each veterinary clinic supervisor is different and will evaluate employees differently based on the supervisor’s experience and expectations.  These evaluation differences may impact the quality of the data.

### How to interpret the data:

The employer survey will be used by program faculty and the Veterinary Programs Advisory Board to determine if new employers feel there are areas that may be lacking in our graduates’ preparation for the workforce.  This information will allow changes to be made to the program to make sure those areas are addressed.

## APPENDIX E:  ATTRITION RATE

### Measure Description:

This is a measure of the number and percentage of students that do not complete the Veterinary Technology Program.  This rate will be measured at the end of each spring semester and will be obtained from student services by the program director.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

There shouldn’t be any factors that may impact data.

### How to interpret the data:

The attrition rate will be used by program faculty and the Veterinary Programs Advisory Board to evaluate program admissions policies and orientation practices to make sure students are better prepared for the rigors of the program.

## APPENDIX F:  FACULTY/STAFF SURVEY

### Measure Description:

A survey will be administered to veterinary program faculty and staff members to evaluate their opinions on the adequacy of clinical resources, facilities and equipment, library resources, and the preparedness of graduates.  This survey will be administered every two years after the graduation of each cohort.  This is a required assessment measure for AVMA CVTEA accreditation.

### Factors that affect the collected data:

Data may be affected by the differing experiences of faculty and staff and courses they teach, and the resources needed for those particular courses.

### How to interpret the data:

The information gained will be used by program faculty and the Veterinary Programs Advisory Board to evaluate program effectiveness and resources and determine a plan for making improvements to the instructional tools and/or resources used throughout the program.

## APPENDIX G:  EXTERNSHIP EVALUATIONS

### Measure Description:

Students are placed in two externships, one at the end of the first year and the other at the end of the program.   At the end of each externship, the veterinary facility site supervisor will be given an evaluation form to fill out to determine the preparedness of the student for the workplace.  This survey is designed for “employers” to evaluate their satisfaction with how well the educational program prepared the student at their externship site for employment, including professionalism, ability to work as a team member in a veterinary clinic, and their skills and didactic training.  This evaluation is part of the course grade as well.

### Factors that affect the collected data:

Each veterinary clinic and site supervisor is different and will evaluate students with equal abilities at different levels based on the supervisor’s experience and expectations.  These evaluation differences may impact the quality of the data.

### How to interpret the data:

The externship supervisor evaluation will be used by program faculty and the Veterinary Programs Advisory Board to evaluate potential gaps in the educational experience where site supervisors may have felt that students could have been better prepared.  This information will allow changes to be made to the program to make sure the areas are covered in better detail.