Proposal Title: CAAHEP-JRC-DMS Accreditation annual fees

Originator and Position: Colleen Saunders

Area Dean: Joyce Johnson

Campus: Menifee Valley Campus

Area Vice President: Rudolph Besikof

Budget Account Code: $1200.00 per year

*Total Amount Requested: Click here to enter text.

*Please complete all applicable portions of “Section VI - Projected Expense File” now to determine the “Total Amount Requested” above.

Please check:

- [ ] One-Time Funding
- [x] On-going funding
- [ ] Safety

1.) For what are you asking?
   Annual accreditation fees of $1200.00 for the DMS program

2.) Why is the request timely and important?
   It is a mandatory fee for on going CAAHEP-JRC-DMS accreditation. This accreditation is vital to the Diagnostic Medical Sonography Program

3.) Where was the need identified?
   Upon accreditation of the DMS Program

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JRC-DMS Fees

SELF-STUDY/ANNUAL FEES

One Concentration
Resource Allocation Proposal (RAP) 2016-17

- Initial accreditation ... $900
- Continuing accreditation ... $600
- Annual fee ... $1,200

Two Concentrations

- Initial accreditation ... $1,200
- Continuing accreditation ... $800
- Annual fee ... $1,300

Three Concentrations

- Initial accreditation ... $1,500
- Continuing accreditation ... $1,000
- Annual fee ... $1,400

Four Concentrations

- Initial accreditation ... $1,800
- Continuing accreditation ... $1,200
- Annual fee ... $1,500

ADDITION OF CLINICAL SITES FOR RECOGNITION

1-5 clinical sites ... $50 total

6-10 clinical sites ... $100 total

11-15 clinical sites ... $150 total

16+ clinical sites ... $200 total

ADMINISTRATIVE FEES

Late material submission ... $50
Failure to report substantive changes ... $500

JRC-DMS
6021 University Boulevard, Suite 500, Ellicott City, MD 21043
443-973-3251 phone | 866-738-3444 fax
jredms.org web
Please answer these three questions in 250 words or less. See instructions for further explanation. Click here to enter text.

Section I – Program Review and Learning Outcomes - 20 points possible

1.) Identify support from your 2014-15 Comprehensive Program Review (CPR) or 2015 – 16 Annual Program Assessment (APA) for this request (8 points). Link to Program Review

2014-2015 Comprehensive Program Review section II Planning and Resource Requirements Section A, first paragraph last sentence “We will have annual fees of $1,200.00 and additional fees for adding new clinical training facilities”. Also section III Budget allocation RAP proposal last sentence “Continued funding of CAAHEP JRC-DMS annual dues of $1200.00 and with each new clinical site we will pay a fee to CAAHEP-JRCDMS for certifying the facility into the program.

2.) How will this request help improve student learning in the course and/or program (12 points)? Link to Learning Outcomes

One of our program learning outcomes is that students complete the American Registry of Diagnostic Medical Sonographers (ARDMS) SPI Physics and Instrumentation exam, Abdomen/small parts examination and the Obstetric/Gynecology examination. With CAAHEP-JRCDMS accreditation our students are now able to take these examinations up to 60 days prior to graduation, which is an excellent outcome for all of our students. Prior to accreditation students had to work a full year after graduation to be able to take these examinations, which unfortunately made it difficult to obtain employment.

Section II – Alignment with Institutional Priorities via the Strategic Plan - 25 points possible

1.) How is your request aligned to the strategic goals below? Check all (typically 2 – 6 goals total) that apply. Click here for the 2016-17 Prioritization Allocation Rubric (PAR) for points-weighting during scoring.

2014-17 Strategic Plan Goals

☒ 1. Reduce time to completion of student educational goals and increase degree, transfer and certificate completion.
### 2. Drive institutional decision-making using internal and external data to inform planning and prioritize resources.

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- ☒ 4. Improve fiscal responsibility that is sustainable for the long term
- ☐ 5. Identify sustainability strategies to improve efficiencies in processes district-wide
- ☐ 6. Expand and improve student involvement in campus life
- ☒ 7. Promote quality of institution through enhanced communication within the community (internal/external)
- ☐ 8. Enhance the overall campus life experience
- ☐ 9. In an effort to serve students build bridges between instructional services, student services and administrative services
- ☒ 10. Increase the College’s visibility, value and recognition in the service area

2.) Please describe the connections between the goals you checked and your proposal (200 words maximum):

Area one, this accreditation is a great benefit for our DMS students as employers are looking for sonographers that have graduated from a CAAHEP-JRCDMS accredited program and those that have completed the ARDMS registry examinations. Our student licensing outcomes will increase as will student employment. Current new student interest has more than double since last year also. The Annual fees will be required for as long as this program is offered and as long as we continue to meet CAAHEP-JRCDMS standards, it is the college responsibility to maintain funding for these annual fees.

Now that we are a CAAHEP-JRCDMS accredited program we bring the highest level of education to this community. Also MSJC is the only community college in the Inland Valley and south to the boarder.

Accreditation has definitely brought MSJC more visibility, value and recognition in the world of sonography, our students are training and being hired from the Palm Springs area, Redlands, Riverside as well as local hospitals in Menifee, Murrieta and Temecula. We currently have a graduate student working in Minnesota and Arizona.

### Section III – Alignment with Institutional Plans - 15 points possible

Explain how your proposal is supported by the following plans: 2009-16 Educational Master Plan (4 points), Distance Education Plan (4 points), Technology Plan (4 points) and/or Facilities Master Plan (3 points). [Link to Plans](#)
Section 1: With our accreditation our student success will continue to be at 100% for the program, and will take the students to a higher level of success by allowing them to take licensing examinations prior to graduation which will bring them success in employment.

Section 2: With accreditation we are required to complete the program assessment required by CAAHEP-JRCDMS annually. With this assessment the program will always be planning ahead, keeping student success records for each graduating class, sending assessments to graduate students and their employers for finding areas we may need to improve or add to the program. At this time the DMS program has a small budget however it is not enough to keep up with the annual dues and maintain appropriate supplies required to teach this program and maintenance on our equipment. That is why we are requesting this RAP to help with the required annual fees.

Being an accredited Diagnostic Medical Sonography program brings MSJC into top schools offering this program, which in turn is increasing student interest in the college and our program. We have community partnerships through our clinical training requirements.

Section 3: Accreditation is and has been the goal for this program in its overall plan for MSJC. Achieving accreditation has been a major accomplishment. The DMS program does not offer distance education courses. While the DMS program is technical as far as the proper use of highly technical equipment there is no connection with the technology plan and there is no connection with the facilities plan.

Section IV – Goals and Measurable Outcomes – 30 points possible

1.) Describe your goal(s) for this project (10 points). How will this improve student learning or enhance institutional services? For a review of goals, see pp. 18 – 20 of a presentation via this link.

May goal for this request is to have funding for the accreditation annual fees. Accreditation is extremely important to the DMS students as they are able to take their ARDMS board exams prior to graduation which will greatly increase employment.

2.) What are the measurable outcomes for this RAP (10 points)? That is, how will progress toward meeting your goal(s) be identified and/or measured? Click here for learning outcome reference materials.

The measurable outcome from Accreditation is the percentage of students that pass their board exams.

3.) Explain how your outcomes are tied to your CLOs/PLOs/AUOs/SLOs (10 points).

These student outcomes are tied to our program learning outcomes of student completing and passing their ARDMS examinations.

Section V – Implementation Plan – 10 points possible
What are the steps that you will take or need to be taken to implement this proposal?

1.) Who is in charge of implementing the project (2 points)? Program Director-Colleen Saunders

2.) What are the projected start and end dates (2 points)? This is an ongoing need

3.) What other departments will need to assist to assist with the acquisition/implementation of the project (2 points)?

None

4.) When will the outcomes be measured (2 points)? With every DMS graduating class

5.) How will you measure the desired outcomes (2 points)? The number of students taking their ARDMS exams vs. the number of students that pass or fail

Section VI - Projected Expense Profile

For the object codes and titles below, please indicate the monetary amounts requested.

Object Code 4XXX
Supplies and Materials:  
Supplies and Materials:  
Supplies and Materials:

Object Code 5XXX
Services:  Annual dues for DMS Accreditation. Amount requested: $1200.00 annually – on going
Services:  
Services:

Object Code 6XXX
New Equipment/Building or Site Improvements:  
New Equipment/Building or Site Improvements:
New Equipment/Building or Site Improvements:

(S2) Subtotal from Non-Personnel Requests:
Total Proposed Budget (sum subtotals (S1) and (S2) above): Click here to enter text.

3. Secondary Effects (if this proposal is approved)

If a Classified/Administrative Personnel Prioritization Request is being submitted in tandem with this RAP, what additional space, if any, is needed to accommodate this position: Click here to enter text.

For equipment and technology requests, will additional space be needed to accommodate the requested equipment? If so, where is the proposed location? Click here to enter text.

Will requested equipment require maintenance agreements or support personnel? If so, what the projected costs? Click here to enter text.

Please list future year anticipated needs and estimated financial needs. NOTE: This section refers to any anticipated funding not addressed by this RAP but required in the future. This will not be automatically funded. A new RAP must be completed in the future.

Fiscal Year: Click here to enter text. Anticipated need: Click here to enter text. Estimated amount: Click here to enter text.

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