

KENT STATE UNIVERSITY CERTIFICATION OF CURRICULUM PROPOSAL

Preparation Date **27-Oct-17** Curriculum Bulletin _____
 Effective Date **Fall 2018** Approved by EPC _____

Department _____
 College **RE - Regional College**
 Degree **AAS - Associate of Applied Science**
 Program Name **Veterinary Technology** Program Banner Code **VTEC**
 Concentration(s) _____ Concentration(s) Banner Code(s) _____
 Proposal **Establish program**

Description of proposal:

The purpose of this proposal is to extend the Associate of Applied Science (AAS) in Veterinary Technology to the Ashtabula campus. Currently, the AAS is offered at the Tuscarawas and Trumbull campuses.

Does proposed revision change program's total credit hours? Yes No
 Current total credit hours: _____ Proposed total credit hours: _____

Describe impact on other programs, policies or procedures (e.g., duplication issues; enrollment and staffing considerations; need; audience; prerequisites; teacher education licensure):

None

Units consulted (other departments, programs or campuses affected by this proposal):

**Ashtabula Faculty Council
 Tuscarawas Faculty Council
 Regional College Curriculum Committee**

REQUIRED ENDORSEMENTS

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|--|------------|
| Department Chair / School Director | _ / _ / _ |
| | 12, 14, 17 |
| Campus Dean (for Regional Campuses proposals) | _ / _ / _ |
| | 12, 18, 17 |
| College Dean (or designee) | _ / _ / _ |
| Dean of Graduate Studies (for graduate proposals) | _ / _ / _ |
| Senior Vice President for Academic Affairs and Provost (or designee) | _ / _ / _ |

Change Request: Offering Existing Program at Regional Campus

Date of submission: *date of submission*

Name of institution: Kent State University

Name of program: Veterinary Technology major, Associate of Applied Science degree

Name of campus at which program is offered: Trumbull Campus, Tuscarawas Campus

Name of additional campus at which program will be offered: Ashtabula Campus

Proposed start date: Fall 2018

Primary institutional contact for the request:

Name: Therese E. Tillet

Title: Executive Director of Curriculum Services
Office of the Provost

Phone: 330-672-8558

Email: tillet1@kent.edu

Date that the request received final approval from the appropriate institutional committee.

Approval to offer the program on the Ashtabula Campus was granted by the Regional College Curriculum Committee and the dean of the Regional College on December 1, 2017. The Educational Policies Council, a sub-committee of the Kent State Faculty Senate, was informed of the action and made no objections at its January 22, 2018 meeting.

Educator Preparation Programs:

Program leads to licensure: No

Program leads to endorsement: No

Briefly describe the rationale for offering the program at this site. In your response, indicate whether the program to be offered at the site will be time limited or ongoing.

Kent State has offered the Associate of Applied Science degree in Veterinary Technology at its Tuscarawas Campus since fall 2006. In November 2013, the university received approval to extend the degree program to the Trumbull Campus. It is proposed now to extend the program to the Ashtabula Campus.

The Veterinary Technology major is administered by the university's Regional College and is accredited by the American Veterinary Medical Association's Committee on Veterinary Technician Education and Activities. More than 200 students have graduated from the program since its inception. In fall 2017, 152 students were enrolled (15th days census). The university considers it a viable program and now sees an opportunity to offer it ongoing in Ashtabula County.

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| SECTION 1: CHANGES NEEDED TO ACCOMMODATE THE NEW PROGRAM(S) |
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Academic and Administrative Leadership and Services

1.1 Describe the changes (if any) that will be needed in academic and administrative leadership at the site to accommodate the new program.

There are no anticipated changes needed given the Ashtabula Campus is an established regional campus of Kent State University. The campus has a dean/chief administrator officer, who reports to the university provost, and a full range of support personnel and services.

The veterinary technology program director at the Tuscarawas Campus, Kimberly Hutson, will direct all curricular and other academic aspects of the program at the Ashtabula Campus, similar to what is done at the Trumbull Campus.

1.2 Describe the changes (if any) that will be needed in the site's existing administrative services (e.g., admissions, financial aid, registrar) to accommodate the new program. If such services are not available at the site, describe how students in the new program(s) will access such services.

There are no additional resources required to implement this degree program. The Ashtabula Campus provides a full range of administrative and support services available, including admissions, financial aid, advising, registrar, tutoring, learning center, student support services and library.

1.3 Describe the changes (if any) that will be needed in the site's existing academic student services (e.g., advising, tutoring, psycho-social counseling, placement services) to accommodate the new program. If such services are not available at the site, describe how students in the new program(s) will access such services.

The Regional College and Ashtabula Campus have committed to hire a full-time, on-site program coordinator, supervised by the program director, to oversee program operations such as advising, clinical placements and teaching. Once approved to offer the program, the Ashtabula Campus will seek to hire a full-time faculty member.

Resources and Facilities

1.4. Describe the changes in resources and facilities (e.g., classrooms, laboratories, study areas, social areas, technology and other learning environments) that will be needed to accommodate the new program and provide a timeline for implementing the changes.

The Ashtabula Campus has the necessary classroom facilities to provide all lecture components of the major's curriculum. For specialized labs and clinical courses, the campus will, through the use of regional partnerships, utilize local veterinary clinics to provide required curricular components in the degree program. The campus will develop agreements with local veterinary clinics to ensure the lab facilities are available as needed to provide hands-on laboratory coursework.

1.5 Describe any additional library resources (e.g., personnel, space, technology, etc.) that will be needed to accommodate the new program at the site and provide a timeline for implementing the changes.

There are no additional library resources required to implement this degree. The on-site Ashtabula Campus library currently houses 65,188 volumes/reference materials, access to computers, copier and printer station and private study rooms, and provides student access to reference librarians, information literacy instruction, interlibrary loan, OhioLINK and KentLINK.

KentLINK is Kent State's library system catalog, containing 2.9 million items – books, electronic books, audiovisual materials and microforms. Through KentLINK, students have access to more than 140 online professional journals and nearly 600 reference books in veterinary medicine.

1.6. If a full-service library is not available onsite, please indicate how students, faculty, staff in the program will access the resources and services of the main campus library.

Not applicable.

SECTION 2: PROGRAM INFORMATION

2.1 Using the chart below, please list the degree program/general education program that is being added for delivery at the site.

| title of degree/major or program component | full program available on-site | partial program available on-site | comments for chancellor's staff |
|--|--------------------------------|-----------------------------------|--|
| Associate of Applied Science degree in Veterinary Technology | ✓ | | Program is an extension of existing program at the Tuscarawas Campus |

2.2 Indicate whether accelerated, hybrid/blended and/or online delivery options are available for the program at the proposed campus and indicate whether this is different from the delivery option used for the approved program at other campuses:

All Veterinary Technology courses will be delivered at the Ashtabula Campus as on-ground instruction. There will be no difference in delivery format from what is offered at the Tuscarawas and Trumbull campuses.

SECTION 3: FACULTY

3.1 Complete a faculty matrix for the proposed program at this offsite location. A faculty member must be identified for each course to be taught at the site during the first two years of program delivery. If a faculty member has not yet been identified for a course, indicate that as an "open position" and describe the necessary qualifications in the matrix.

Please note the courses listed in the matrix on the next page are the major courses in the degree program. All other courses to satisfy graduate requirements comprise general education requirements (Kent Core, including first-year biology and chemistry courses), which are offered on all Kent State University campuses and required in other degree programs.

A copy of the full-time faculty member's CV is included in Appendix A. See the 2017 University Catalog for the program requirements: catalog.kent.edu/colleges/re/veterinary-technology-aas.

*Number of courses instructor will teach per year at all campus locations.

| Name of instructor | Title | Degree, title, institution, year | Years teaching | Courses individual will teach in proposed program | Campuses taught* |
|--------------------|---------------------------------|---|----------------|---|------------------|
| Open Position | Program Coordinator (full time) | Bachelor's required; master's preferred Registered veterinary technician | 2 years | VTEC 10001 Introduction to Veterinary Technology VTEC 10204 Clinical Laboratory I VTEC 20008 Clinical Laboratory II VTEC 20215 Veterinary Office Applications VTEC 20392 Practicum in Veterinary Hospital | 5 |
| Open Position | Adjunct (part time) | Bachelor's required; master's preferred | 2+ years | VTEC 10002 Veterinary Nursing I VTEC 10205 Veterinary Nursing II VTEC 20009 Veterinary Nursing III | 3 |
| Open Position | Adjunct (part time) | Bachelor's required; master's preferred | 2+ years | VTEC 20010 Imaging Techniques | 1 |
| Open Position | Adjunct (part time) | Doctor of Veterinary Medicine | 5+ years | VTEC 10206 Pharmacology VTEC 20212 Surgery and Anesthesia VTEC 20216 Laboratory and Exotic Animal Medicine VTEC 20213 Nutrition and Disease | 4 |
| Thierry Delorme | Associate Professor (full time) | PhD, Biology, University of Lyon, 1997 | 21 years | BSCI 10005 Anatomy for Veterinary Technicians BSCI 20021 Basic Microbiology, BSCI 20022 Basic Microbiology Lab | 6 |

3.2 Describe future faculty staffing plans for the program at this location. In your response, include a description of the institution's plans, if any, for adding courses and faculty after the initial two years of operation and a description of the plans to add faculty in response to increases in student enrollment.

Upon approval to offer the major at the Ashtabula Campus, the campus will conduct a search for a full-time, non-tenure track faculty member and program coordinator, who will start in the fall 2018 semester. The campus will also seek to develop a pool of qualified part-time (adjunct) faculty to teach the Veterinary Technology classes. The program director will determine the criteria for hiring all faculty to ensure they meet accreditation standards.

After the initial two years of operation and if program enrollment warrants an increase, the college and Ashtabula Campus is supportive of hiring additional full-time faculty. Each academic year in the fall, the campus reviews program enrollments and develops a budget for new faculty positions. For example, the program enrollment doubling after two years would constitute a sound rationale for adding a second full-time, non-tenure position to the program.

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| SECTION 4: MARKET / WORKFORCE NEED |
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4.1 Indicate whether the institution performed a needs assessment/market analysis to determine a need for the program at the proposed site. If so, briefly describe the results of those findings.

Presently, there are no accredited veterinary technician programs in Ashtabula, Lake, or Geauga counties in Ohio. There are also no veterinary technician programs in Northwestern Pennsylvania, which borders Ashtabula County. The program offered closest to the Ashtabula Campus is actually Kent State's program offering at the Trumbull Campus, which is more than 50 miles apart.

There is no other veterinary technology program offered in Ashtabula, Lake, or Geauga counties. The Ashtabula Campus has the support

Veterinary technologists and technicians are considered one of Ohio's fastest-growing occupations, with a projected 20.4 percent increase in employment between 2014 and 2024.¹ North Northeastern Ohio (where Ashtabula County is located) is ranked number one as the non-metropolitan area with the highest employment in this occupation in the country, with Ohio overall ranked number 8.² Across the country, jobs in the field are expected to increase 20 percent increase between 2016 to 2026, which is much faster than the average when compared to all occupations.³

To gauge the current number of open veterinary technician positions, the Ashtabula Campus conducted an analysis of the local job market for veterinary technicians in Ashtabula and Lake counties. The search for open veterinary technician positions resulted in identifying 59 open positions within a 50-mile radius and 102 open positions within a 100-mile radius of the Ashtabula Campus.

4.2 Indicate the projected enrollments for the program at this site over the next three years.

| | 2018-2019 | 2019-2020 | 2020-2021 |
|----------------------|-----------|-----------|-----------|
| First-year students | 20 | 20 | 24 |
| Second-year students | | 18 | 20 |

4.3. Indicate whether the institution consulted with advisory groups, business and industry, or other experts when considering moving the program to the proposed site. If so, briefly describe the involvement of these groups in the development of this request.

In fall 2017, the Ashtabula Campus hosted a meeting of local veterinary medical professionals to discuss their need and interest for the campus to begin a veterinary technician degree program. An invitation was sent to 36 veterinary clinics in and around Ashtabula County. All attendees at the meeting indicated strong support and need for the campus to begin a veterinary technician program because of the current demand and anticipated position openings in the future.

¹Ohio Job Outlook. The Ohio Department of Job and Family Services. Retrieved from http://ohiolmi.com/proj/Projections/Ohio_Job_Outlook_2014-2024.pdf.

² Bureau of Labor Statistics. U.S. Department of Labor. Occupational Employment Statistics, May 2016. Veterinary Technologists and Technicians. Retrieved from www.bls.gov/oes/current/oes292056.htm.

³ Bureau of Labor Statistics. U.S. Department of Labor. Occupational Outlook Handbook, 2016 -17 Edition, Veterinary Technologists and Technicians. Retrieved from www.bls.gov/ooh/healthcare/veterinary-technologists-and-technicians.htm.

The meeting provided good feedback and helped identify local and regional community resources the campus could partner with to help provide required course works, clinical experiences and potential adjunct faculty.

A needs survey was also conducted to gauge support and interest. The campus continues to compile results, but preliminary response indicated the following:

- All respondents supported the Ashtabula Campus starting a veterinary technician program.
- Local veterinary clinics anticipated a need to hire one to five technicians in the next three years.
- Some clinics stated they would provide tuition assistance to employees.
- Local clinics stated they would hire program graduates.
- Local clinics stated they are open to serving as clinical sites for students in the program.

Overall, the meeting and survey reinforced the campus' research into the need for the program. More important, support for the program is evident and strong in the community. Once approval for the program is granted, the campus will develop fully the program's community advisory board to seek on going input, advice and support to begin the veterinary technician program.

See Appendix B for letters of support from the local veterinary community.

4.4. Indicate whether any other institution within a 30-mile radius of your campus currently offers the program(s). If so, list the institutions that offer the program(s) within this radius.

There are no other institutions within a 30-mile radius of the Ashtabula Campus currently offering an accredited associate degree in veterinary technology.

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| APPENDICES |
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Appendix Description

- A Faculty curricula vitae
- B Letters of support
- C Faculty Council motion for support

Commitment to Program Delivery at Site

Kent State University is committed to supporting the AAS degree in Veterinary Technology at it Ashtabula Campus. If the university decides in the future to either eliminate the degree program or close the campus, Kent State will provide the necessary resources and means for matriculated students to complete their degree.

Kent State University verifies that the information in the application is truthful and accurate.

[will be signed after EPC]

Todd A. Diacon
Executive Vice President for Academic Affairs and Provost
Kent State University