

Wisconsin Indianhead Technical College  
Dental Assistant Program  
Assessment Plan

	Objective/Goal #1	Objective/Goal #2	Objective/Goal #3	Objective/Goal #4	Objective/Goal #5
	<b>The WITC Dental Assistant program will prepare students for the Dental Assistant National Board (DANB) exam</b>	<b>The WITC Dental Assistant program will prepare students for successful employment in a dental office or related field</b>	<b>The WITC Dental Assistant program will continually improve teaching and learning and provide updated curriculum to meet professional changes</b>	<b>The WITC Dental Assistant program will support opportunities for faculty development</b>	<b>The WITC Dental Assistant program will connect and create partnerships with external stakeholders under the leadership of the Program Director.</b>
<b>Evaluation mechanism</b>	<ul style="list-style-type: none"> <li>• Mastery of 1<sup>st</sup> and 2<sup>nd</sup> semester Dental Assistant course assignments, exams, and skill competency assessments</li> <li>• Completion of mock DANB exam</li> <li>• Successful completion of the DANB exam</li> </ul>	<ul style="list-style-type: none"> <li>• Completion of course competencies and DA program</li> <li>• Rotation through a variety of clinical sites</li> <li>• Clinical evaluation forms</li> <li>• Employment survey</li> <li>• Graduate/Employee Survey</li> </ul>	<ul style="list-style-type: none"> <li>• Advisory Committee meetings will be held at least once a year and feedback will be used for program improvement</li> <li>• Faculty will attend professional growth and development activities</li> <li>• Faculty will receive yearly performance evaluations</li> <li>• Student evaluation of instruction will be implemented for each course and feedback will be used to improve instruction</li> <li>• Faculty will attend WTCS state called Dental Assistant program meetings</li> <li>• The faculty and academic dean will participate in strategic planning for the Dental Assistant program,</li> </ul>	<ul style="list-style-type: none"> <li>• Faculty will be given opportunities for professional growth and development</li> <li>• Faculty development will be based on performance evaluations and Individualized Learning Plans</li> </ul>	<ul style="list-style-type: none"> <li>• The Dental Assistant Advisory Committee will consist of members from dental offices from throughout the district</li> <li>• The Dental Assistant program will seek articulation agreements with other programs</li> <li>• The Dental Assistant program will partner with other WITC programs to provide educational events</li> <li>• Faculty will liaison with practitioners in local communities</li> <li>• The Program Director will attend biannual Allied Health Program Director meetings</li> <li>• The DA faculty will network with faculty from other DA programs to learn best practices</li> </ul>

			<p>aligning strategic plans for the college with the Dental Assistant program</p> <ul style="list-style-type: none"> <li>The Dental Assistant Program will participate in WITC's program review process</li> </ul>		
<b>How often conducted</b>	<ul style="list-style-type: none"> <li>Assessment within each course is on-going</li> <li>Mock DANB exams will be conducted once annually prior to graduation</li> </ul>	<ul style="list-style-type: none"> <li>Annual Employer/employee surveys</li> <li>Annual Graduate follow-up surveys</li> <li>Clinical evaluation form is completed 4/year, at the midterm and end of each semester</li> </ul>	<ul style="list-style-type: none"> <li>Advisory Committee meetings are held annually</li> <li>Translation of professional growth and development activities into updated curriculum will be assessed annually</li> <li>Faculty will receive yearly performance evaluations</li> <li>Student Evaluations of Faculty Instruction are completed once/semester</li> <li>WTCS state called DA program meetings are held approximately every 3-5 years or when requested by state DA faculty</li> <li>The Dental Assistant Program participates in WITC's program review process every 5-7 years</li> </ul>	<ul style="list-style-type: none"> <li>On-going</li> </ul>	<ul style="list-style-type: none"> <li>Dental Assistant Advisory Committee Meetings are held annually</li> <li>The seeking of Articulation Agreements will be completed on a continual basis</li> <li>The Dental Assistant Program will partner with other WITC programs on a continual basis with the minimum opportunities being participation in Give Kids A Smile Day and the Campus Health Fair</li> <li>Faculty will liaison with local practitioners to create an active Advisory Committee but also during the student's clinical experience and preparation and implementation of Give Kids a Smile Day.</li> <li>The Program Director will attend WITC biannual Allied Health Program Director meetings</li> <li>The DA faculty will network with faculty from other DA programs to learn best practices on an</li> </ul>

					ongoing basis
<b>Date to be conducted/ finished by</b>	<ul style="list-style-type: none"> <li>All of the above will be completed prior to May graduation by the Dental Assistant Program Director and Faculty</li> </ul>	<ul style="list-style-type: none"> <li>Completion of course competencies/DA program, Clinical experiences, and Clinical evaluation forms will be completed prior to May graduation by the Dental Assistant Program Director, Faculty, Dentists, and Dental Assistants</li> <li>Employment, Graduate/Employee Surveys will be completed annually</li> </ul>	<ul style="list-style-type: none"> <li>Advisory Committee meetings are held annually</li> <li>Faculty will implement information from professional growth and development opportunities on a continual basis</li> <li>Faculty Performance Evaluations will be completed by the end of second semester each academic year</li> <li>Student evaluation of instruction will be completed one/semester</li> <li>Program Review will take place based on the college's rotation schedule</li> </ul>	<ul style="list-style-type: none"> <li>Faculty will attend professional growth and development activities when they are offered by WITC, as needed for completion of recertification requirements and/or improve teaching and learning</li> <li>Faculty Performance Evaluations will be reviewed at the end of second semester each academic year</li> </ul>	<ul style="list-style-type: none"> <li>On-going</li> </ul>
<b>Results expected</b>	<ul style="list-style-type: none"> <li>Students must achieve an 79.5% or better in each course</li> <li>Students must achieve an 80% in each skill competency</li> <li>100% will take DANB mock exam</li> <li>The program expectation is that 75% of those taking the DANB exam will successfully complete it on their first attempt</li> </ul>	<ul style="list-style-type: none"> <li>100% graduates will Complete all DA course competencies</li> <li>100% of students will have a minimum of two clinical sites</li> <li>90% students will receive a satisfactory rating on their clinical evaluation</li> <li>80% of graduates will be employed in a dental office or related field within 1 year of graduation</li> <li>90% of employers will be satisfied with WITC graduates</li> </ul>	<ul style="list-style-type: none"> <li>Advisory Committee meetings are held annually</li> <li>Each Faculty member will attend all mandatory WITC in-services</li> <li>Faculty will complete a minimum of 12 CE's annually for renewal of DANB certification</li> <li>Student evaluation of instruction-once during the fall semester and once during the spring semester</li> <li>All faculty will receive an annual performance evaluation</li> </ul>	<ul style="list-style-type: none"> <li>100% of the DA faculty will be given opportunities for professional growth and development</li> <li>Faculty development will be based on performance evaluations and Individualized Learning Plans</li> </ul>	<ul style="list-style-type: none"> <li>WITC DA program meets/exceeds Advisory Committee expectations</li> <li>If Articulation Agreements are made they will be applied to the program</li> <li>The Dental Assistant Program will partner with other WITC programs during Give Kids A Smile Day and the Campus Health Fair</li> <li>The Dental Assistant Program has an active Advisory Committee and local practitioners who partner with the program</li> </ul>

		<ul style="list-style-type: none"> <li>90% of students will be satisfied with the education they received at WITC</li> </ul>	<ul style="list-style-type: none"> <li>A minimum of one faculty member will attend state called meetings</li> <li>Program Review will take place based on the college's rotation schedule</li> </ul>		<p>through participation in Give Kids A Smile Day.</p> <ul style="list-style-type: none"> <li>Through participation in Allied Health Program Director Meetings, the Program Director will collaborate with other WITC Allied Health Program Directors</li> </ul>
<b>Results achieved</b>	<ul style="list-style-type: none"> <li>All program graduates received at least 79.5% or better in each course</li> <li>All program graduates received at least 80% in each skill competency</li> <li>100% of the students enrolled in 2<sup>nd</sup> semester courses took the DANB mock exam</li> <li>All graduates of the WITC DA program are strongly encouraged to take the DANB exam.</li> </ul>	<ul style="list-style-type: none"> <li>100% received a satisfactory rating on their clinical evaluation forms</li> <li>Graduate Employment surveys were completed and 90% of the graduates were employed in a related field</li> <li>90% of employer survey results were satisfactory</li> </ul>	<ul style="list-style-type: none"> <li>An annual Advisory Committee meeting was held</li> <li>All DA faculty attended WITC held in-services</li> <li>All DA Faculty obtained the minimum number of CE's to recertify</li> <li>Student evaluation of instruction results were used for reflection and improvement of instruction</li> <li>Faculty Performance evaluations were completed</li> <li>100% of courses were reviewed and updated</li> </ul>	<ul style="list-style-type: none"> <li>All DA faculty attended WITC held in-services</li> <li>All DA faculty obtained the minimum number of CE's to recertify</li> <li>Faculty performance evaluations were satisfactory</li> </ul>	<ul style="list-style-type: none"> <li>WITC DA program meets Advisory Committee expectations</li> <li>The Dental Assistant Program will partner with other WITC programs during Give Kids A Smile Day and Campus Health Fair</li> <li>Local practitioners partnered with the program through participation in Give Kids A Smile Day.</li> </ul>
<b>Assessment of results</b>	<ul style="list-style-type: none"> <li>100% of DA graduates are eligible to sit for the DANB exam</li> </ul>	<ul style="list-style-type: none"> <li>Student clinical evaluations demonstrate that clinical sites meet the needs of our students</li> </ul>	<ul style="list-style-type: none"> <li>100% of courses were reviewed and updated rate</li> </ul>	<ul style="list-style-type: none"> <li>Faculty members were able to implement new knowledge into DA courses</li> </ul>	<ul style="list-style-type: none"> <li>A quorum was met during all Advisory Meetings</li> <li>Annual Give Kids a Smile was held</li> </ul>
<b>Person</b>	<ul style="list-style-type: none"> <li>DA Faculty</li> </ul>	<ul style="list-style-type: none"> <li>DA Faculty</li> </ul>	<ul style="list-style-type: none"> <li>Program Dean</li> </ul>	<ul style="list-style-type: none"> <li>Program Director</li> </ul>	<ul style="list-style-type: none"> <li>Program Director</li> </ul>

<b>responsible</b>		<ul style="list-style-type: none"> <li>• WITC Office of Institutional Effectiveness</li> </ul>	<ul style="list-style-type: none"> <li>• DA Faculty</li> </ul>	<ul style="list-style-type: none"> <li>• DA Faculty</li> <li>• WITC</li> </ul>	<ul style="list-style-type: none"> <li>• DA Faculty</li> <li>• WITC</li> </ul>
<b>Program improvement as a results of data analysis</b>	<ul style="list-style-type: none"> <li>• Early identification of a need for academic counselor referrals and/or remediation</li> </ul>	<ul style="list-style-type: none"> <li>• Clinical sites that do not provide experiences that meet the needs of our students are no longer used</li> <li>• WITC faculty are continually seeking new clinical experience sites</li> </ul>	<ul style="list-style-type: none"> <li>• Skill Competency Assessments were revised</li> <li>• Curriculum is continually modified and improved to incorporate the current needs of private practice and prepare students for the mock DANB</li> <li>• The affective checklist is reviewed annually and used to improve soft skills</li> </ul>	<ul style="list-style-type: none"> <li>• DA faculty attend CEs to complete certification requirements and maintain currently in dentistry</li> </ul>	<ul style="list-style-type: none"> <li>• DA faculty and students continue to provide an opportunity to work collaboratively with dental professionals</li> </ul>
<b>Next date of completion</b>	<ul style="list-style-type: none"> <li>• End of each academic year (Spring Semester)</li> </ul>	<ul style="list-style-type: none"> <li>• End of each academic year (Spring semester)</li> </ul>	<ul style="list-style-type: none"> <li>• End of each academic year (Spring semester)</li> </ul>	<ul style="list-style-type: none"> <li>• On-going</li> </ul>	<ul style="list-style-type: none"> <li>• On-going</li> </ul>

Revised 5/2019