

## Cerritos College CTE Program Report, Spring 2020

Program: Dental Assisting

Division: Health Occupations

Attached is a copy of the Annual Unit Plan for: Dental Assisting (at end of document)

Submitted by: Lydia Cosio

Date: February 23, 2020

1. **Objectives: What are the objectives of the program?** To what extent are these objectives being achieved? How satisfied are students with their preparation for employment? How satisfied are employers with the preparation they receive in this program? Does this program contribute to programs in other fields? What plans are in place for improving the program?

### **Objectives:**

The Cerritos College Dental Assisting program objective's integrate well with the educational goals of Cerritos College and the *Commission on Dental Accreditation*, our Dental Assisting accrediting body.

- 1) To graduate individuals with the academic knowledge to successfully pass both the national and state board exams.
- 2) To provide a high caliber curriculum that adheres to the current dental healthcare standards that will prepare our students for employment as a competent dental healthcare professional.
- 3) To provide students with the following course work and certificates:
  - a. California State Radiation License
  - b. Coronal Polish Certificate
  - c. Pit and Fissure Sealant License
  - d. Infection Control Certificate
  - e. Dental Practice Act Certificate
- 4) To provide a broad based education that lays the groundwork for advancement for a variety of dental assisting careers and related, gainful employment opportunities.

### **How are the objectives met:**

- 1) These goals are met by our staff's dedication to continuous curriculum updates, using modern chairside techniques, incorporating the latest technology and equipment. This is accomplished, by faculty attending dental conferences and seminars, in collaboration with other dental assisting programs.
- 2) The students are well prepared and every student receiving a Cerritos College Dental Assisting certificate of completion, has met all requirements to allow them to sit for the State and National Dental Assisting exams.
- 3) Our exit surveys reflect that our Dental Assisting students feel they are receiving an above average rating for preparation of employment.
- 4) Our employer surveys reflect that the employers, of our Dental Assisting students, rank them above average, for their employment preparedness.

- 5) The program prepares the students for general Dentistry Assisting duties, along with a number of specialty Dental related Assisting fields.
  - a. Orthodontics
  - b. Periodontics
  - c. Oral Surgery
  - d. Pedodontics
  - e. Endodontics
  - f. Radiology

In addition, many of our students will continue their education into the field of Dental Hygiene and others may continue on to Dental School and become Dentists.

- 6) Our Dental Assisting program continues to purchase technology that will allow our curriculum to transition into a more digital environment, for both radiography and taking impressions. In addition, plans for the renovation/modernization of our entire Dental facility are underway, with the projected start date of March 2022. This renovation has considered student success as a priority.

2. **Market Data Need: How strong is the demand for graduates of the program?** How has demand changed in the past two years and what is the outlook for the next five years. How many jobs are available regionally in this field? Are other similar programs offered in this region and if so, what is their impact on the job market? How is the job market impacting your program?

**Market Data:**

The demand for Dental Assistants has increased in the past two (2) years. The outlook appears bright with growth anticipated for the next ten (10) years, as reflected in the Employment Development Department (EDD) data below.

2016-2026 Occupational Employment Projections  
 Los Angeles-Long Beach-Glendale Metropolitan Division  
 (Los Angeles County)

SOC Level*	SOC Code**	Occupational Title	Base Year Employment Estimate 2016***	Projected Year Employment Estimate 2026	Numeric Change 2016-2026 [1]	Percentage Change 2016-2026	Average Annual Job Openings				2018 First Quarter Wages [5]		Education and Training Levels [6]		
							Exits [2]	Transfers [3]	Numeric Change	Total Job Openings [4]	Median Hourly	Median Annual	Entry Level Education	Work Experience	On-the-Job Training
4	31-2021	Physical Therapist Assistants	1,480	1,950	470	31.8%	75	126	46	247	\$32.58	\$67,745	Associate's degree	None	None
4	31-2022	Physical Therapist Aides	1,410	1,840	430	30.5%	71	120	44	235	\$14.69	\$30,540	High school diploma or equivalent	None	Short-term on-the-job training
3	31-9000	Other Healthcare Support Occupations	56,240	67,780	11,540	20.5%	3,205	3,627	1,154	7,986	\$0.00	\$0	N/A	N/A	N/A
4	31-9011	Massage Therapists	6,970	9,050	2,080	29.8%	524	287	208	1,019	\$16.45	\$34,201	Postsecondary non-degree award	None	None
4	31-9091	Dental Assistants	11,900	13,610	1,710	14.4%	651	730	171	1,552	\$17.14	\$35,642	Postsecondary non-degree award	None	None
4	31-9092	Medical Assistants	21,540	27,380	5,840	27.1%	1,074	1,502	584	3,160	\$16.80	\$34,942	Postsecondary non-degree award	None	None
4	31-9093	Medical Equipment Preparers	1,640	1,900	260	15.9%	111	106	26	243	\$21.14	\$43,973	High school diploma or equivalent	None	Moderate-term on-the-job training
4	31-9094	Medical Transcriptionists	1,010	880	-130	-12.9%	63	48	-13	98	\$14.75	\$30,684	Postsecondary non-degree award	None	None

The number of Dental offices contacting our department seeking to hire Dental Assistants, has increased in the last two (2) years, with approximately 2 to 4 requests per week.

There are a few accredited Dental Assisting programs in our region. One, within eight miles, while the others are 30 plus, miles away. Therefore, we have not experienced an impact on our program.

In addition, students have chosen to attend our program because we offer an Orthodontic Assistant certificate. Cerritos College is one of the few Community Colleges to offer this in Southern California.

**3. Enrollment/Retention/Placement: What are the trends in student enrollment, success and completion, and placement?** Is there an increase or decline in the last five years? What are the barriers to success and completion? What are placement rates with local employers? What do these data mean for your program?

In general, the student enrollment, retention and placement (E,R & P) has varied during the last five years. Specifically, our program can accept 36 students per year and the number of applicants has increased slightly from 2014 to 2019. We continue to participate in a variety of recruitment avenues, as follows:

- 1) We host to information workshops, per school year, targeting high school seniors.
- 2) We participate in career and college fairs, within the community.
- 3) Our Dental Assisting program sponsors a "Senior Preview Day" booth at Cerritos College.
- 4) Our faculty are active in high school mentorship programs.
- 5) We recently hired a recruitment specialist, to assist us with outreach and recruitment, within our local community.

Of the 3 areas mentioned above, the Retention rate for our students has increased. We believe this is due to the fact that we have implemented several changes to assist our student.

For example, we have added the following since 2015:

- 1) AED tutoring (conducted by our existing faculty that are familiar with our curriculum) which allows the students access to 6 hours per week to focus on skills that will improve their success.
- 2) Individual counseling appointments twice a year with each student held with 2 faculty members to review progress, areas that may need improvement, and discuss future academic and career goals.
- 3) Curriculum mapping the entire program to analyze the flow of each exam, this was done to make sure all testing is strategically placed so students have better exam success.
- 4) We have both Dental Assisting alumni and Dentists within the community visit the classroom and deliver guest lectures and motivational talks to inspire students.
- 5) Our program utilizes on campus resources to facilitate student success, such as: mental health appointments, in class counselor visits, student health services, food bank, pregnant SEAS, safe zone, UndocuAlly, International student resources, foundation scholarship opportunity and disabled students program.

Although the steps we have taken as mentioned above is a tremendous help, obstacles and barriers that hinder our student population still exist. Our student often come from a socio-economic situation that suffers from financial constraints that often force our students to work numerous hours per week, to make ends meet. For many of our students, family support, financial and otherwise, is not always available. In fact, for many of our first generation college students English is a second language and they struggle with the College level vocabulary, which makes them feel inadequate. A number of our students do not have their own vehicle for transportation to school or to

the clinical classes they must attend. These unfortunate circumstances often hamper our students success and really become barriers for student success in our program.

Our student placement rates with the local dentists, has been excellent. Our program has established an outstanding reputation within the dental community. We often have a number of students who are hired while still in the internship segment of our program, earning a career opportunity prior to finishing our program.

Quite often we have a number of local Dental offices calling and emailing job opportunities for Dental Assistants. Some Dental offices will take advantage of our free Job Opportunities page on the Dental Assisting website, where we are posting 2-4 jobs per week.

The data we have gathered and analyzed reminds us to continue to focus on student success. We strive for constant improvement and we work hard to adjust our program to the evolving technology in dentistry.

*Chart 1-1*

**Dental Assisting Table of Enrollment and Attrition Data**

Format illustrates enrollment data for the Cerritos College Dental Assisting Program

Academic Year Enrollment	Date of Admission to Program
1. Academic Year Enrollment 2018-2019	08/2019
a. Number of qualified for Admission	40
b. Number Enrolled	31
c. Number completed	31
d. Percentage of number enrolled who completed the program	<b><u>100%</u></b>
2. Academic Year Enrollment 2017-2018	08/2018
a. Number qualified for Admission	41
b. Number Enrolled	27
c. Number completed	22
d. Percentage of number enrolled who completed the program	<b><u>81%</u></b>
3. Academic Year Enrollment 2016-2017	08/2017
a. Number qualified for Admission	39
b. Number Enrolled	30
c. Number completed	26
d. Percentage of number enrolled who completed the program	<b><u>87%</u></b>
4. Academic Year Enrollment 2015-2016	08/2016
a. Number qualified for Admission	37
b. Number Enrolled	23
c. Number completed	21
d. Percentage of number enrolled who completed the program	<b><u>91%</u></b>

Academic Year Enrollment	Date of Admission to Program
5. Academic Year Enrollment 2014-2015	08/2015
a. Number qualified for Admission	37
b. Number qualified for Admission	26
c. Number completed	23
d. Percentage of number enrolled who completed the program	<b>88%</b>

*According to Educational Results Partnership Launch Board, a statewide data system supported by the California Community Colleges Chancellor's Office and hosted by Cal-PASS Plus, the following chart looks at the students who applies and received Certificate of Achievements and the comparison from the different various colleges. Many times student do complete their programs as stated but they do not apply for their certificates. The Cerritos College Dental Assisting program is working to improve this.*

*Chart 1-2  
Data from the Unit Plan, as displayed on Tableau Public*

Annual Unit Plan Data – 2014-2015 thru 2018-2019	Actual Rate
1. Various rates: 2018-2019	
a. Success rate:	98.6
b. Completion rate:	100
c. Withdrawal rate:	0
2. Various rates: 2017-2018	
a. Success rate:	87.4
b. Completion rate:	90.
c. Withdrawal rate:	10.3
3. Various rates: 2016-2017	
a. Success rate:	97.3
b. Completion rate:	98.1
c. Withdrawal rate:	1.9
4. Various rates: 2015-2016	
a. Success rate:	94.7
b. Completion rate:	96.8
c. Withdrawal rate:	3.2
5. Various rates: 2014-2015	
a. Success rate:	92.8
b. Completion rate:	95.6
c. Withdrawal rate:	4.7

## 2020-2021 Dental Assisting Program Unit Plan

1		
Plan 1	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 1	SWOT	Strength
	Description	The program has a strong curriculum that reflects current professional standards and practices
Goal 1	Goal	Continue to develop teaching practices in the dental assisting courses.
	Status	Continued
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	Develop improvement of teaching practices in all dental assisting courses.
	Measurement	Dental assisting students and faculty complete questions regarding course content, student engagement and teaching practices. Faculty look at college data on course retention and completion certificated and degrees course content which can be changed or improved.
	Analysis	Our students agree that we are presenting an active learning approach. Overall, faculty use projects, presentations, demonstrations as learning opportunities. Full-time faculty members readily share materials and collaborate among themselves and with adjunct faculty.
	Date Completed	2020-04-01
Activity 1	Activity	Coordinate events for full and adjunct faculty to discuss class content, student engagement and teaching practices
	Status	Continued
	Description	One meeting each semester, for full-time and adjunct faculty to share teaching practices.
	Due Date	2020-04-27
Resource 1	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
2		
Plan 2	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 2	SWOT	Strength
	Description	The program has a strong curriculum that reflects current professional standards and practices

Goal 2	Goal	Continue to develop teaching practices in the dental assisting courses.
	Status	Continued
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	Develop improvement of teaching practices in all dental assisting courses.
	Measurement	Dental assisting students and faculty complete questions regarding course content, student engagement and teaching practices. Faculty look at college data on course retention and completion certificated and degrees course content which can be changed or improved.
	Analysis	Our students agree that we are presenting an active learning approach. Overall, faculty use projects, presentations, demonstrations as learning opportunities. Full-time faculty members readily share materials and collaborate among themselves and with adjunct faculty.
	Date Completed	2020-04-01
Activity 2	Activity	Do outreach to surrounding high school and dental assisting pathway programs
	Status	Continued
	Description	Continue to investigate ways to attract students at the high school level so that they are prepared to enter into the Dental Assisting program.
	Due Date	2020-06-29
Resource 2	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
3		
Plan 3	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 3	SWOT	Strength
	Description	Commission on Dental Accreditation (CODA) requires currency in subject discipline and educational methodology for all faculty (full-time and adjunct) who teach in the dental assisting program. Consequently, all faculty remain current with their specific disciplines and educational methodology.
Goal 3	Goal	Faculty Development
	Status	Continued
	Strategy	Goal C - Promoting Leadership and Staff Development
	Description	Promote/assess/ensure faculty development and expertise in individual subject matter.
	Measurement	Monitor faculty continuing education courses taken throughout the year to ensure that course specific requirements are being met
	Analysis	Commission on Dental Accreditation (CODA) and the Dental Board of California (dbc) requires all faculty to be current in individual subjects they teach. Further, CODA and dbc require that all faculty are current in Educational Methodology.
	Date Completed	
Activity 3	Activity	Faculty Development



	Status	Continued
	Description	Offer course specific and educational methodology continuing education, for all faculty.
	Due Date	2019-02-28
Resource 3	Resource	(Purchase through Strong Workforce 2020-2021) Offer course specific and educational methodology courses, to all dental assisting faculty
	Type	Budget Augmentation
	Priority	12
	Tier	Tier 1 - Critical
	Criteria	Accreditation Compliance
	Funding	Perkins Other Funding
	Amount	8000.00
	Recurrence	One-Time Augmentation
	Description	(Purchase through Strong Workforce 2020-2021) Secure funding to allow all dental assisting faculty to attend the On-Course workshop, in April.
4		
Plan 4	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 4	SWOT	Strength
	Description	Commission on Dental Accreditation (CODA) requires currency in subject discipline and educational methodology for all faculty (full-time and adjunct) who teach in the dental assisting program. Consequently, all faculty remain current with their specific disciplines and educational methodology.
Goal 4	Goal	Faculty Development
	Status	Continued
	Strategy	Goal C - Promoting Leadership and Staff Development
	Description	Promote/assess/ensure faculty development and expertise in individual subject matter.
	Measurement	Monitor faculty continuing education courses taken throughout the year to ensure that course specific requirements are being met
	Analysis	Commission on Dental Accreditation (CODA) and the Dental Board of California (dbc) requires all faculty to be current in individual subjects they teach. Further, CODA and dbc require that all faculty are current in Educational Methodology.
	Date Completed	
Activity 4	Activity	Attend the California Association of Dental Assisting Teachers Conference
	Status	Continued
	Description	Seek approval for all faculty (full and adjunct) members who must attend the Annual California Association of Dental Assisting Teachers, local conference in 2020. This conference focuses on current cutting-edge changes in the dental assisting field, teaching methodology, and current standards within the industry. Perkins will only fund the full-time faculty.
	Due Date	2019-04-26
Resource 4	Resource	California Association of Dental Assisting Teachers Conference
	Type	Budget Augmentation
	Priority	3
	Tier	Tier 1 - Critical
	Criteria	Accreditation Compliance

	Funding	Perkins Other Funding
	Amount	14000.00
	Recurrence	One-Time Augmentation
	Description	Attending the California Association of Dental Assisting Teachers conference provides dental assisting faculty with the most current and up-to-date knowledge on the changes in the dental assisting field. Examples are assessing the skill in classroom environment, interaction, accreditation update, and changes in the industry. All faculty members must attend. Attendance for 7 faculty members, requesting \$14,000.00
5		
Plan 5	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 5	SWOT	Strength
	Description	Commission on Dental Accreditation (CODA) requires currency in subject discipline and educational methodology for all faculty (full-time and adjunct) who teach in the dental assisting program. Consequently, all faculty remain current with their specific disciplines and educational methodology.
Goal 5	Goal	Faculty Development
	Status	Continued
	Strategy	Goal C - Promoting Leadership and Staff Development
	Description	Promote/assess/ensure faculty development and expertise in individual subject matter.
	Measurement	Monitor faculty continuing education courses taken throughout the year to ensure that course specific requirements are being met
	Analysis	Commission on Dental Accreditation (CODA) and the Dental Board of California (dbc) requires all faculty to be current in individual subjects they teach. Further, CODA and dbc require that all faculty are current in Educational Methodology.
	Date Completed	
Activity 5	Activity	American Dental Education Association (ADEA) conference
	Status	Continued
	Description	Full-time faculty to attend American Dental Education Association (ADEA) conference. This conference will enhance our knowledge in order for us, as educators, to deliver the current oral health care standards to our students. The conference will also address the contemporary issues influencing education.
	Due Date	2020-03-17
Resource 5	Resource	(Purchase through Strong Workforce 2020-2021) American Dental Education Association conference
	Type	Budget Augmentation
	Priority	2
	Tier	Tier 1 - Critical
	Criteria	Accreditation Compliance
	Funding	Perkins Other Funding
	Amount	6000.00
	Recurrence	One-Time Augmentation
	Description	(Purchase through Strong Workforce 2020-2021) Secure funding to allow full-time Dental Assisting faculty to attend the American Dental Education Association conference, in March 2020.
6		
Plan 6	Year	2020-2021
	Plan	DA - Dental Assisting

	Status	Completed
Swot 6	SWOT	Strength
	Description	New dental assisting clinical site and radiology site reflect "real world" state-of-the-art dental situations that meet current state standards.
Goal 6	Goal	Renovate Dental Space
	Status	Not Started
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships
	Description	With the addition of new, state-of-the-art dental chairs to reflect "real world" situations, the dental classroom/lab needs to be fully remodeled to reflect state-of-the-art technology and dental science pedagogy that will facilitate student learning and provide additional space to accommodate more students in the future. The space is too crowded and no longer mirrors a good teaching environment. There must be a plan to provide better storage in classrooms, reconfigure the classrooms to improve student seating and instruction space, and provide necessary supportive equipment
	Measurement	A classroom and dental work environment that mirrors and mirror the "real-life" work environment.
	Analysis	The department has moved in the right direction with the improvement of the state-of-the-art chairs, but instruction also needs to be completed in the classroom where the students begin and they need to have space to learn with out a crowded classroom and equipment that works.
	Date Completed	
Activity 6	Activity	Dental Space Renovation
	Status	Continued
	Description	Reconfigure class room
	Due Date	2019-04-01
Resource 6	Resource	Dental Space Renovation, upon State bond approval
	Type	Facilities
	Priority	18
	Tier	Tier 3 - It Can Wait
	Criteria	Strategic Plan Faculty & Infrastructure Compliance Replacement of Obsolete Equipment Growth and/or New Program Code Compliance (Fire, Life Safety, ADA)
	Funding	Instructional Equipment Other Funding Categorical - Other
	Amount	500000000.00
	Recurrence	One-Time Augmentation
	Description	Upon State bond approval, plan to reconfigure the classroom to improve student seating and instruction space in HS 304, 307, and 308. Plan to supply storage areas to classroom specific in HS 304, 307, and 308. Plan to provide necessary supportive equipment (vacuum, compressor, counter tops, light, sink, current technology, etc.). Plan to provide necessary supportive equipment (i.e. replace automatic develop, add dipping tanks, counter tops, light sink, current technology, etc.) Plan to provide new dark room.
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Plan 7	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 7	SWOT	Strength
	Description	Students often enroll in the dental assisting program as a step toward a future goal of dental hygiene or dentistry.
Goal 7	Goal	Create a pathway for Cerritos College Dental Assisting Students

	Status	Continued
	Strategy	Goal D - Improving Internal and External Communications Goal A - Strengthening the Culture of Completion
	Description	Promote the program to students who show interest in the Dental field.
	Measurement	Determine growth of the dental assisting field and promote positive aspect of the field.
	Analysis	Monitor the students in high school and across campus who have an interest in dentistry, dental hygiene and dental assisting.
	Date Completed	
Activity 7	Activity	Promote the Dental Assisting program in the Community
	Status	Continued
	Description	Continue to participate in career fairs, high school college fairs, health fairs, and Dental Assisting Information Workshops on campus.
	Due Date	2019-04-30
Resource 7	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
∞		
Plan 8	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 8	SWOT	Strength
	Description	Students often enroll in the dental assisting program as a step toward a future goal of dental hygiene or dentistry.
Goal 8	Goal	Create a pathway for Cerritos College Dental Assisting Students
	Status	Continued
	Strategy	Goal D - Improving Internal and External Communications Goal A - Strengthening the Culture of Completion
	Description	Promote the program to students who show interest in the Dental field.
	Measurement	Determine growth of the dental assisting field and promote positive aspect of the field.
	Analysis	Monitor the students in high school and across campus who have an interest in dentistry, dental hygiene and dental assisting.
	Date Completed	
Activity 8	Activity	Outreach to surrounding High School/Dental Assisting ROC and ROP Career Technical Education programs.
	Status	Continued
	Description	Continue to investigate possible avenues to promote the Cerritos College dental assisting programs.
	Due Date	2019-04-30

<b>Resource 8</b>	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	

**9**

<b>Plan 9</b>	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed

<b>Swot 9</b>	SWOT	Strength
	Description	Students often enroll in the dental assisting program as a step toward a future goal of dental hygiene or dentistry.

<b>Goal 9</b>	Goal	Create a pathway for Cerritos College Dental Assisting Students
	Status	Continued
	Strategy	Goal D - Improving Internal and External Communications Goal A - Strengthening the Culture of Completion
	Description	Promote the program to students who show interest in the Dental field.
	Measurement	Determine growth of the dental assisting field and promote positive aspect of the field.
	Analysis	Monitor the students in high school and across campus who have an interest in dentistry, dental hygiene and dental assisting.
	Date Completed	

<b>Activity 9</b>	Activity	Offer a course to address newley created pathway in Dental Assisting
	Status	On Hold
	Description	Seek ways to offer one course in the Dental Assisting program that may explore a pathway into our program.
	Due Date	2019-03-29

<b>Resource 9</b>	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	

**10**

Plan 10	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 10	SWOT	Strength
	Description	Students often enroll in the dental assisting program as a step toward a future goal of dental hygiene or dentistry.
Goal 10	Goal	Create a pathway for Cerritos College Dental Assisting Students
	Status	Continued
	Strategy	Goal D - Improving Internal and External Communications Goal A - Strengthening the Culture of Completion
	Description	Promote the program to students who show interest in the Dental field.
	Measurement	Determine growth of the dental assisting field and promote positive aspect of the field.
	Analysis	Monitor the students in high school and across campus who have an interest in dentistry, dental hygiene and dental assisting.
	Date Completed	
Activity 10	Activity	(Purchase through Strong Workforce 2020-2021) Invest in a recruitment and marketing specialist.
	Status	Continued
	Description	(Purchase through Strong Workforce 2020-2021) Hire a recruitment and marketing specialist who will provide an opportunity to increase short-term enrollment and improve long-term enrollment for the Dental Assisting Program.
	Due Date	2019-04-01
Resource 10	Resource	(Purchase through Strong Workforce 2020-2021) Invest in a recruitment and marketing specialist.
	Type	Capital
	Priority	4
	Tier	Tier 1 - Critical
	Criteria	Growth and/or New Program
	Funding	
	Amount	4000.00
	Recurrence	One-Time Augmentation
	Description	(Purchase through Strong Workforce 2020-2021) Invest in a recruitment and marketing specialist, who will provide an opportunity to increase enrollment in the short-term and maintain higher enrollment levels in the long-term.
11		
Plan 11	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 11	SWOT	Strength
	Description	The Dental Assisting Program has been continuously accredited by CODA since 1964.
Goal 11	Goal	
	Status	
	Strategy	
	Description	

	Measurement	
	Analysis	
	Date Completed	
Activity 11	Activity	
	Status	
	Description	
	Due Date	
Resource 11	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
12		
Plan 12	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 12	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 12	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 12	Activity	Purchase replacement of broken Isolite system for one Dental Assisting chair
	Status	On Hold
	Description	Five dental assisting chairs have the state-of-the-art equipment used for teaching clinical procedures in proper isolation techniques required by accreditation standards. When the old dental units were removed, one Isolite system was broken and was not able to be repaired. Therefore, this unit needs to be replaced.
	Due Date	2020-04-01
Resource	Resource	Purchase replacement Isolite system

	Type	Budget Augmentation
	Priority	11
	Tier	Tier 2 - Important
	Criteria	Accreditation Compliance
	Funding	Instructional Equipment Perkins
	Amount	2000.00
	Recurrence	One-Time Augmentation
	Description	Isolite system is used in clinical procedures for patient care.
<b>13</b>		
<b>Plan 13</b>	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
<b>Swot 13</b>	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
<b>Goal 13</b>	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
<b>Activity 13</b>	Activity	Dental X-ray sensor service contract
	Status	Continued
	Description	Schick 33 - 12 Month service contract
	Due Date	2020-01-06
<b>Resource 13</b>	Resource	Schick X-ray sensors, annual service contract (yearly fee).
	Type	Capital
	Priority	1
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	2000.00
	Recurrence	One-Time Augmentation
	Description	Continuing maintenance contract for Schick X-ray sensors, annual service contract (yearly fee).
<b>14</b>		



Plan 14	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 14	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 14	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 14	Activity	Purchase orthodontic instruments used for clinical procedures.
	Status	Continued
	Description	Purchase additional orthodontic instruments and pliers, used for clinical procedures. These will be used to increase training efficiency and simultaneous instrument sterilization.
	Due Date	2020-04-01
Resource 14	Resource	Purchase additional orthodontic instruments and pliers.
	Type	Capital
	Priority	10
	Tier	Tier 1 - Critical
	Criteria	Replacement of Obsolete Equipment
	Funding	
	Amount	1000.00
	Recurrence	One-Time Augmentation
	Description	Purchase additional orthodontic instruments and pliers.
15		
Plan 15	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 15	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 15	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion

	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 15	Activity	Intra-Oral dental scanner
	Status	In Progress
	Description	The intra-oral scanner (IOS) devices capture the direct optical intra-oral 3D impression by simply moving a pen-like wand over the surfaces of the oral cavity. This 30-minute procedure replaces a tedious 30-60 minute, multi-step procedure that has been previously used.
	Due Date	2020-05-01
Resource 15	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	5
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	30000.00
	Recurrence	One-Time Augmentation
Description	One of the fastest moving forms of technology in the dental arena is the method of capturing impressions. This method is able to capture a 3D image of the dental arches with much more accuracy, cost-effective and improves the patient experience.	
<b>16</b>		
Plan 16	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 16	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 16	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 16	Activity	Radiology, indirect digital scanner
	Status	In Progress
	Description	Indirect digital scanning for intra-oral radiographs is one of the more current systems that replaces traditional film in the dental setting.

	Due Date	2020-05-01
Resource 16	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	6
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	30000.00
	Recurrence	One-Time Augmentation
	Description	Indirect digital scanning for intra-oral radiographs is one of the more current systems that replaces traditional film in the dental setting.
17		
Plan 17	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 17	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 17	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 17	Activity	Panoramic digital imaging system
	Status	In Progress
	Description	This techniques for radiographs uses an extra-oral sensor to capture a panoramic view of the entire patient's oral cavity, neck, jaw and the relationship between the upper and lower arch.
	Due Date	2020-05-01
Resource 17	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	13
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	47000.00
	Recurrence	One-Time Augmentation

	Description	This techniques for radiographs uses an extra-oral sensor to capture a panoramic view of the entire patient's oral cavity, neck, jaw and the relationship between the upper and lower arch.
<b>18</b>		
<b>Plan 18</b>	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
<b>Swot 18</b>	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
<b>Goal 18</b>	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
<b>Activity 18</b>	Activity	Replace vital signs equipment
	Status	In Progress
	Description	Replace equipment used to take and practice vital signs on peer and outside patients. Stethoscope, Sphygmomanometer, thermometers and automatic blood pressure measuring devices.
	Due Date	2020-05-01
<b>Resource 18</b>	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	7
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	3500.00
	Recurrence	One-Time Augmentation
	Description	Replace equipment used to take and practice vital signs on peer and outside patients. Stethoscope, Sphygmomanometer, thermometers and automatic blood pressure measuring devices.
<b>19</b>		
<b>Plan 19</b>	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
<b>Swot 19</b>	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
<b>Goal 19</b>	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.

	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 19	Activity	DXTTR Manikin repair and replacement
	Status	In Progress
	Description	DXTTR radiology manikin are used by students to practice exposing radiographs. With constant use by both the dental hygiene and dental assisting programs, repair & replacement must be done on an annual basis.
	Due Date	2020-05-01
Resource 19	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	8
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	12000.00
	Recurrence	One-Time Augmentation
	Description	DXTTR radiology manikin are used by students to practice exposing radiographs. With constant use by both the dental hygiene and dental assisting programs, repair & replacement must be done on an annual basis.
<b>20</b>		
Plan 20	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 20	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 20	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 20	Activity	Purchase dental teaching models
	Status	In Progress

	Description	Purchase educational training models for the dental assisting program. These manikins will help to teach the very specific anatomical structures of adult and child dentition. These models are also utilized by our students to teach oral hygiene to various groups within our community.
	Due Date	2020-05-01
Resource 20	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	9
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	8000.00
	Recurrence	One-Time Augmentation
	Description	Purchase educational training models for the dental assisting program. These manikins will help to teach the very specific anatomical structures of adult and child dentition. These models are also utilized by our students to teach oral hygiene to various groups within our community.
21		
Plan 21	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 21	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 21	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 21	Activity	Replacement of small hand instruments
	Status	In Progress
	Description	Small hand instruments such as scissors, rubber dam punches and various hinged instruments that are prone to dulling after numerous uses and sterilization processing.
	Due Date	2020-05-01
Resource 21	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	15
	Tier	Tier 1 - Critical
	Criteria	
	Funding	

	Amount	5000.00
	Recurrence	One-Time Augmentation
	Description	Small hand instruments such as scissors, rubber dam punches and various hinged instruments that are prone to dulling after numerous uses and sterilization processing.
22		
Plan 22	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 22	SWOT	Strength
	Description	Provide students with a vigorous and technologically advanced skill set that is reflective of industry standards and current dental practice.
Goal 22	Goal	Replace and update the dental assisting department and clinical courses with new technology, equipment and software to meet industry standards and current dental practices.
	Status	In Progress
	Strategy	Goal E - Upgrading educational infrastructure Goal B - Ensuring program alignment by strengthening partnerships Goal A - Strengthening the Culture of Completion
	Description	Funding for new and outdated equipment and materials as new techniques become necessary to be reflective of current standards of care.
	Measurement	Annual review of dental assisting equipment.
	Analysis	As the profession of dental assisting evolves new equipment and replacement outdated equipment is necessary to keep pace with industry standards.
	Date Completed	
Activity 22	Activity	Panoramic digital imaging manikin
	Status	In Progress
	Description	Students need a manikin to train on while learning Panoramic digital imaging scanner techniques.
	Due Date	2020-05-01
Resource 22	Resource	Panoramic digital imaging manikin
	Type	Capital
	Priority	14
	Tier	Tier 1 - Critical
	Criteria	
	Funding	
	Amount	1325.00
	Recurrence	One-Time Augmentation
	Description	Students need a manikin to train on while learning Panoramic digital imaging scanner techniques.
23		
Plan 23	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 23	SWOT	Weakness
	Description	The Dental Assisting Department has time-intensive clinical grading and recording procedures for clinical instructors that are often done during non-school time.

Goal 23	Goal	Improve clinical grading and recording procedures
	Status	Not Started
	Strategy	Goal D - Improving Internal and External Communications
	Description	Streamline and improve the clinical grading and recording procedures.
	Measurement	New grading and recording process will be in effect.
	Analysis	The clinical grading and recording procedures currently being utilized by the department is time consuming. The clinical instructors spend a great deal of non-school time to complete the procedures.
	Date Completed	
Activity 23	Activity	Improve clinical grading
	Status	Not Started
	Description	Work with the IT department to investigate solutions to the grading and recording issues currently being experienced by the department.
	Due Date	2020-04-30
Resource 23	Resource	Purchase iPads
	Type	Capital
	Priority	16
	Tier	Tier 2 - Important
	Criteria	Faculty & Infrastructure Compliance
	Funding	
	Amount	7000.00
	Recurrence	One-Time Augmentation
	Description	Purchase iPads to facilitate clinical grading.
24		
Plan 24	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 24	SWOT	Weakness
	Description	Currently the Dental Assisting Department administers and analyzes yearly exit surveys, clinical site surveys, patient satisfaction survey, graduate and employer surveys by a time-intensive method.
Goal 24	Goal	Program Goals
	Status	Continued
	Strategy	Goal D - Improving Internal and External Communications Goal B - Ensuring program alignment by strengthening partnerships
	Description	Dental Assisting Department surveys will be administered and analyzed by the Department of Institutional Effectiveness, Research and Planning for current and accurate reports.
	Measurement	Department survey instruments, analysis and reports completed by Department of Institutional Effectiveness, Research and Planning.
	Analysis	The department would like to utilize the Department of Institutional Effectiveness, Research and Planning to update all the surveys. By utilizing the campus Research Department, the data can be easily analyzed and reports can be generated that will allow the department to view, over time, the survey results to determine if any negative trends are developing and to initiate change.
	Date Completed	
Activity 24	Activity	Program Surveys
	Status	In Progress



	Description	Effectiveness, Research and Planning to update all program surveys. Additionally, have the Research Department administer and analyze the data and generate appropriate reports.
	Due Date	2019-12-20
Resource 24	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
	25	
Plan 25	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 25	SWOT	Opportunity
	Description	Program outcomes and goals are determined by faculty and reviewed annually to meet accreditation standards and practices, in the areas of program completion, pass rates, graduate and employer satisfaction and student preparedness and job placement.
Goal 25	Goal	Maintain overall program completion at 80% or more
	Status	Continued
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	Program completion, for the student who enters into the program in DA 51 and exits in DA 75, within a 2 year period of time, is 80% or more.
	Measurement	Review of number of students who complete the program within the guidelines each semester.
	Analysis	Annual review of student completion.
	Date Completed	2020-02-28
Activity 25	Activity	Students are provided a number of support services to promote program completion.
	Status	Continued
	Description	Students have faculty study classes, peer tutors and faculty supervised skills lab time to promote successful progression in the program
	Due Date	2019-05-24
Resource 25	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	

	Recurrence	
	Description	
26		
Plan 26	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 26	SWOT	Opportunity
	Description	Program outcomes and goals are determined by faculty and reviewed annually to meet accreditation standards and practices, in the areas of program completion, pass rates, graduate and employer satisfaction and student preparedness and job placement.
Goal 26	Goal	95% of graduates who chose to be employed will be within 6 months of graduation.
	Status	Continued
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	Graduates are tracked to determine employment rates following graduation.
	Measurement	Graduates data on employment is obtained through the graduate surveys, faculty interaction at clinical sties and personal contact with students.
	Analysis	Graduate employment rates are reviewed annually.
	Date Completed	2019-04-26
Activity 26	Activity	Graduate survey
	Status	In Progress
	Description	Graduate survey will be analyzed to determine how many students are employed and if the need to increase the number of students is still needed.
	Due Date	2019-04-26
Resource 26	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
27		
Plan 27	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 27	SWOT	Opportunity
	Description	Program outcomes and goals are determined by faculty and reviewed annually to meet accreditation standards and practices, in the areas of program completion, pass rates, graduate and employer satisfaction and student preparedness and job placement.
Goal 27	Goal	90% of employers report that graduates were prepared for entry-level paractice and are satisfied with graduate competencies.

	Status	In Progress
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	Employer comments and survey responses state that the Cerritos Dental Assisting graduates are prepared for entry-level practices.
	Measurement	Graduates data on employment is obtained through the graduate survey and progress identify by employers.
	Analysis	Annual review of survey and anecdotal comments concerning graduates competencies and preparation for the dental assistant role
	Date Completed	2017-12-01
Activity 27	Activity	Employer survey
	Status	Continued
	Description	Employer survey will be analyzed to determine how the dental community feels and if our department is meeting the needs of the community.
	Due Date	2019-04-26
Resource 27	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
Description		
28		
Plan 28	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 28	SWOT	Threat
	Description	Proprietary schools continue to open throughout the region. This has the potential to negatively impact enrollment.
Goal 28	Goal	Promote the Dental Assisting Program
	Status	In Progress
	Strategy	Goal B - Ensuring program alignment by strengthening partnerships
	Description	Promote the program to students who show interest in the Dental field
	Measurement	
	Analysis	
	Date Completed	
Activity 28	Activity	Promote the Dental Assisting program in the community
	Status	Continued
	Description	Continue to participate in career fairs, high school college fairs, health fairs, Dental Assisting Information workshops on campus, and promote the benefits of the Cerritos College Dental Assisting Program as compared to Private College Programs.

	Due Date	2019-05-31
Resource 28	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
29		
Plan 29	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 29	SWOT	Threat
	Description	Lack of non-traditional male students, in the Dental Assisting program.
Goal 29	Goal	Recruit and maintain non-traditional male students
	Status	Continued
	Strategy	Goal B - Ensuring program alignment by strengthening partnerships
	Description	Historically, Dental Assisting has been a profession dominated by females.
	Measurement	The program will see a greater number of male students
	Analysis	In order for social transformation towards gender equality and to challenge stereotypical roles, we need to increase male involvement in the field and recruit male students who will in turn become dental assistant.
	Date Completed	
Activity 29	Activity	Senior Preview Day
	Status	Continued
	Description	Recruit non-traditional students through annual participation in the Senior Preview Day at Cerritos College.
	Due Date	2016-05-17
Resource 29	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	

30		
Plan 30	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 30	SWOT	Threat
	Description	Lack of non-traditional male students, in the Dental Assisting program.
Goal 30	Goal	Recruit and maintain non-traditional male students
	Status	Continued
	Strategy	Goal B - Ensuring program alignment by strengthening partnerships
	Description	Historically, Dental Assisting has been a profession dominated by females.
	Measurement	The program will see a greater number of male students
	Analysis	In order for social transformation towards gender equality and to challenge stereotypical roles, we need to increase male involvement in the field and recruit male students who will in turn become dental assistant.
	Date Completed	
Activity 30	Activity	Collaboration with local high schools
	Status	Continued
	Description	Continue collaborating in recruitment events with high schools throughout the local community.
	Due Date	2019-04-01
Resource 30	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
31		
Plan 31	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 31	SWOT	Threat
	Description	Lack of non-traditional male students, in the Dental Assisting program.
Goal 31	Goal	Recruit and maintain non-traditional male students
	Status	Continued
	Strategy	Goal B - Ensuring program alignment by strengthening partnerships
	Description	Historically, Dental Assisting has been a profession dominated by females.
	Measurement	The program will see a greater number of male students

	Analysis	In order for social transformation towards gender equality and to challenge stereotypical roles, we need to increase male involvement in the field and recruit male students who will in turn become dental assistant.
	Date Completed	
Activity 31	Activity	Dental Assisting Program as a career for males.
	Status	Continued
	Description	Visit and promote the dental assisting program with the local high school principals, guidance counselors and community leaders.
	Due Date	2019-04-01
Resource 31	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
32		
Plan 32	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 32	SWOT	Threat
	Description	Enrollment has decreased in the last two years.
Goal 32	Goal	Learning centers for English 72
	Status	Not Started
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	English 72 must be completed before completing the Dental Assisting Program.
	Measurement	Courses or learning centers for students be more prepared for the dental assisting program upon accepted, or while in the program may be able to complete English 52 within the one year of the program.
	Analysis	Students who have not completed English 20 may not be accepted into the Dental Assisting program. If they assess into English 52 they must complete it before they complete their program. This is very difficult because the program is involves many hours of lecture and lab that makes it difficult for the students to find a course in English 52.
	Date Completed	
Activity 32	Activity	Learning centers
	Status	Not Started
	Description	Investigate adaption of learning communities and/or center utilization.
	Due Date	2019-02-08
Resource 32	Resource	
	Type	
	Priority	

	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	

Plan 33	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed

Swot 33	SWOT	Threat
	Description	Enrollment has decreased in the last two years.

Goal 33	Goal	Network with High Schools to improve student motivation to meet application process
	Status	In Progress
	Strategy	Goal B - Ensuring program alignment by strengthening partnerships
	Description	Promote the program to high school students at an early date to motivate them towards their goal in the dental field. Many students do not understand the application process and find that they do not meet the prerequisites and are not able to enter into the program.
	Measurement	Track to see if more high school students are able to enroll easier and more timely.
	Analysis	Determine if students (high school) are able to meet the application process and enter into the program at completion of high school.
	Date Completed	2019-02-08

Activity 33	Activity	Recruit high school students
	Status	In Progress
	Description	Recruit high school students by sending flyers to the high school career counselors and administrators, Dental Assisting faculty continue to periodically give presentations at high school college fairs and career days.
	Due Date	2019-04-01

Resource 33	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	

Plan 34	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed

Swot 34	SWOT	Threat
	Description	Students do not always apply for their Certificate of Completion and/or AA degree at course completion. And often, the students will not apply to take the State and National Board exams.
Goal 34	Goal	Encourage students to apply for their Certificate of Completion and/or AA Degree, as well as, the State and National Board exams at course completion.
	Status	Continued
	Strategy	Goal A - Strengthening the Culture of Completion
	Description	During the last course of the Dental Assisting program (DA 75), the faculty will help students complete application paperwork and encourage students to file the application when they complete the program during their summer course. Faculty will also work to encourage the students to apply for the State and National Board exams.
	Measurement	Will work with students to complete application and turn in paperwork.
	Analysis	Students are in summer internship and have completed the program but just do not do the application due to time conflicts.
	Date Completed	2019-07-03
	Activity 34	Activity
Status		Continued
Description		Provide the students the necessary paperwork in order for them to complete the application process to attain their Certificate of Completion or AA degree. In addition, the Dental Assisting faculty will provide the paperwork for fingerprinting and the applications to sit for the State and National board exams.
Due Date		2019-07-03
Resource 34	Resource	
	Type	
	Priority	
	Tier	
	Criteria	
	Funding	
	Amount	
	Recurrence	
	Description	
35		
Plan 35	Year	2020-2021
	Plan	DA - Dental Assisting
	Status	Completed
Swot 35	SWOT	Weakness
	Description	Currently the Health Occupation department has numerous applications that have to be processed without enough clerical support.
Goal 35	Goal	Hire a clinical placement coordinator to assist with the application process
	Status	In Progress
	Strategy	Goal F - Enhancing Organizational Effectiveness
	Description	Currently the Health Occupation department has numerous applications that have to be processed without enough clerical support.
	Measurement	
	Analysis	



	Date Completed	2020-05-01
Activity 35	Activity	Hire a clinical placement coordinator
	Status	In Progress
	Description	Hire a clinical placement coordinator who will help streamline and process the flow of numerous applications that are turned in throughout the year.
	Due Date	2020-05-01
Resource 35	Resource	Purchase through Strong Workforce 2020-2021
	Type	Capital
	Priority	17
	Tier	Tier 2 - Important
	Criteria	
	Funding	
	Amount	30000.00
	Recurrence	Recurring Expense
	Description	Hire a clinical placement coordinator who will help streamline and process the flow of numerous applications that are turned in throughout the year.