



Kilgore College Associate of Applied Science - Surgical Technology

Policy for Continuing During Pandemic Disruptions

Purpose:

This policy outlines steps to maintain continuity in the Associate of Applied Science - Surgical Technology Program if on-site teaching is disrupted due to pandemic-related public health measures.

Course Disruption:

During a pandemic event, class/labs/clinical could potentially be disrupted, and result in an incomplete grade being issued for the course and possible delay in graduation. In that event, when courses are allowed to resume, the days and times to make up the content may be different than originally designated. All efforts will be made to provide adequate notice of any possible days/time changes, and the student will be required to attend those adjusted days/times to complete the requirements of the curricula.

1. **Didactic Coursework:** The program will leverage its existing LMS/hybrid model and Kilgore College's blueprinted curriculum, allowing a seamless transition to fully online learning if necessary. • Learning Management System (LMS): Blackboard will serve as the primary platform for remote learning. All lectures and assignments will continue through Blackboard, with additional resources provided by Cengage's MindTap, which is embedded within the LMS. • Instructional Support: The in-house Instructional Design Department staff will assist faculty in adapting and expanding online resources, including recorded lectures, interactive discussions, and assignments tailored to online delivery.
2. **Laboratory Coursework:** To support the hands-on skills component of the curriculum, the program will provide "take-home packs" with essential lab supplies for students to practice. Lab schedule will be modified for smaller class numbers with recommended PPE donning.
3. **Clinical Rotations:** Should clinical rotations be disrupted, alternative assignments, including case reports and presentations via zoom, will be assigned to ensure students continue to meet learning outcomes. Once the clinical affiliates allow students to return to rotation, students will complete case documentation using the current systems, and



any deficiencies in case counts will be addressed on a case-by-case basis and may lead to a course Incomplete (I).

4. **CST Exam Preparation:** Surgical Technology Review, and the AST study guide will support students in preparing for the NBSTSA CST exam. Cengage IQ to customize CST mock exams will be provided, and students will have access to these resources, and will be promoted to facilitate flexible study from home.

5. **Communication and Support:** Faculty will maintain regular contact with students through Blackboard announcements, email, zoom, and virtual office hours. Weekly check-ins will ensure students remain engaged and supported. Support tools for student services, such as tutoring, counseling services, disability services, book and resource support, technical support, and creating help desk tickets are available to students and faculty through the “Student Help Page” within each Blackboard course shell. Official institutional updates and changes will be communicated via KC email and the emergency notification system.