Instructional Units Program Review Year Five Update - Emergency Medical Services Department Latest Version

This cycle is for Instructional Units to complete the Year Five Update of the Program Review Cycle.

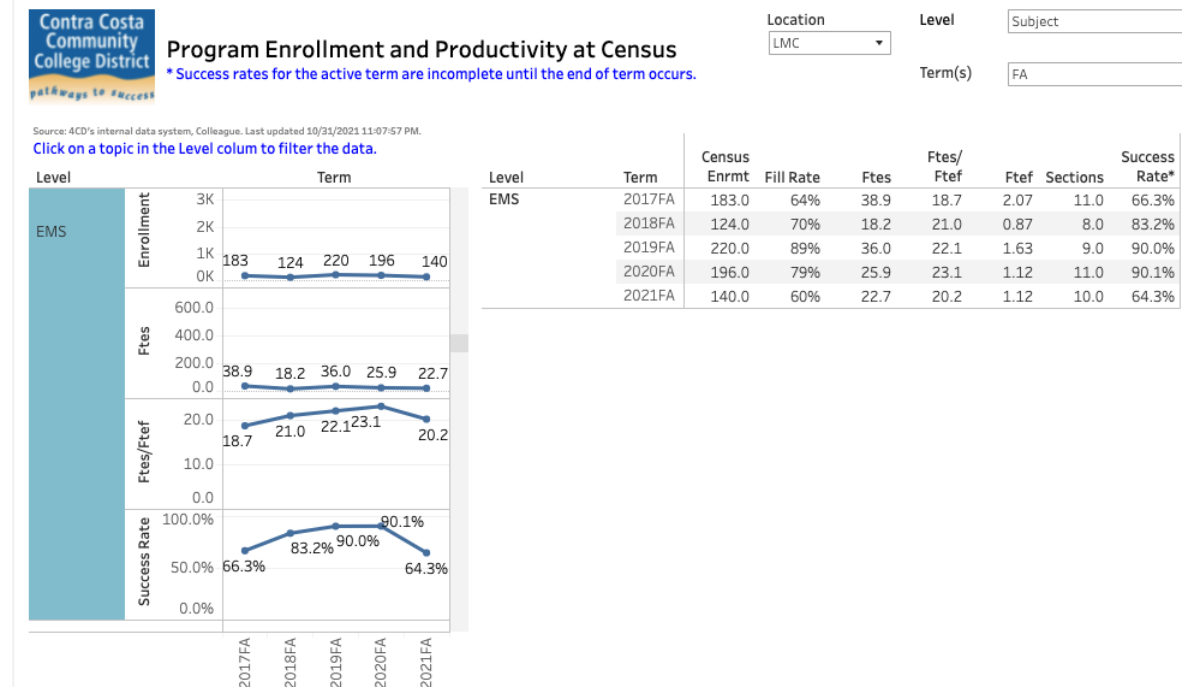## Instructional Units Program Review Year Five Update

1. Program Update : Version by **Franco, Dennis** on **02/10/2022 18:22**

1a. Provide any important changes or updates within your program since your Program Review Year Three Update (2019-20). (New degrees, new curriculum, staffing changes, etc.)

1. Since 2019-2020, the previous aides and assistants left the college and in Spring and Fall of 2020, EMS Program is in the process of seeking additional aides and assistants.

2. The EMT Program successfully passed re-accreditation in 2019, with the following agencies: EMT training program accreditation through Contra Costa County EMS Agency, National Registry EMT accreditation through the National Registry of EMT's and accreditation with the American Heart Association.

3. Recruited and hired a new staff member to teach EMS 13 - Medical Terminology for Healthcare.

1b. Please address the following enrollment data provided for your program.

1.b.1. What are the enrollment trends over the past 3 years, beginning with Fall 2018? (Please address census enrollment, census fill   rate, and productivity (FTES/FTEF)

Program Enrollment and Productivity at Census
* Success rates for the active term are incomplete until the end of term occurs.

Source: 4CD's internal data system, Colleague. Last updated 10/31/2021 11:07:57 PM.
Click on a topic in the Level colum to filter the data.

Level	Term	Census Enrmt	Fill Rate	Ftes	Ftes/ Ftef	Ftef	Sections	Success Rate*
EMS	2017FA	183.0	64%	38.9	18.7	2.07	11.0	66.3%
	2018FA	124.0	70%	18.2	21.0	0.87	8.0	83.2%
	2019FA	220.0	89%	36.0	22.1	1.63	9.0	90.0%
	2020FA	196.0	79%	25.9	23.1	1.12	11.0	90.1%
	2021FA	140.0	60%	22.7	20.2	1.12	10.0	64.3%

1b. Please address the following enrollment data provided for your program.

1.b.2. What does the data suggest in terms of future needs/directions?

Hire (1) one additional full-time faculty member
Hire (1) one Admin Assistant
Hire a minimum of (4) four additional Skills proctor Assistants and Aides

1c. Provide a brief update on the timeline for your program's goals as listed in your Program Review Year Three Update (2019-2020). If your program's goals are in progress or modified, please include action steps and responsible parties in your explanation.

Goals	Completed/ Abandoned/ In Progress/ Modified	Impact/ Explain/ Action Steps	Timeline/ Responsible Parties

Goal 1: Offer LMC Healthcare Career Pathway Academy to all at least one high school in our service area			
Goal 2: Offer a COA for EMS that includes a combination of the following courses: EMS 10, EMS 13 and BIOSC 30			
Goal 3: Recruit new adjunct faculty			
Goal 4: Recruit new staff and reclassify our aides and assistants into programs specialists.			

1. Enrollment went up (positive trends, except Fall 2018)
2. Census fill rates are healthy, higher than college average 74%.
3. FTES/FTEF (productivity) is good, higher than 16.

FOR CTE PROGRAMS ONLY

1c. Community and Labor Market Needs (Link Ed Code 78016 (http://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=EDC&sectionNum=78016.), Title 5, 51022 (https://govt.westlaw.com/calregs/Document/I69DDBCC0B6CB11DFB199EEE3FF08959C? viewType=FullText&listSource=Search&originationContext=Search+Result&transitionType=SearchItem&contextData= (sc.Search)&navigationPath=Search%2fv1%2fresults%2fnavigation%2fi0ad7140b0000016c911a16d7fb7f969b%3fNav%3dREGULATION_PUBLICVIEW%26fragmentIdentifier%3dI69DDBCC0B6CB11DFB199EEE3FF08959C%26startInde

Community and Labor Market shows a 9% growth rate for the 4-county area, the PDF Occupational Outlook shows that within Contra Costa County specifically, the expected growth rate is 17%.

SOC Description	2021 Jobs	2026 Jobs	2021 - 2026 % Change	Avg. Annual Openings	Median Hourly Earnings	Pct. 25 Hourly Earnings	Pct. 75 Hourly Earnings	Typical Entry Level Education	Regional Completions (2020)
29- Emergency Medical Technicians 2041 and Paramedics	3,214	3,493	9%	284	$22.62	$14.97	$34.54	Postsecondary nondegree award	80

FOR CTE PROGRAMS ONLY

1d. Advisory Board Update and Analysis (CTE related only) Include dates of Advisory Board meetings in 2020-2021, and those completed or planned in 2021-2022.

1. No Advisory Board during 2020/21 due to staff and program changes and COVID.
2. Attended (CMSA) a Regional Advisory Board made of local EMS agencies in State of California.

Goals and Objectives	Modified	In Progress	Abandoned	Completed
Goal 1. Strengthen a culture of equity, diversity, inclusion, and racial justice. (District #2 and #4)				
Goal 2. Increase and maximize equitable opportunities for students to successfully complete courses and programs. (District #1 and #2)				
Goal 3. Increase opportunities that will prepare students to enter high-demand and living-wage occupational fields. (District #3)				
Goal 4. To better support students in accomplishing their academic and career goals – from entry to completion/transition – and to enhance course-level and program-level achievement, expand and deepen educational, workforce, and community partnerships. (District #3)				
Recommended Actions	Continue to assess staffing needs for the EMS Department.	0 linked SLOs 0 resource requests		
Goal 5: Effectively utilize institutional resources to meet the needs critical to the College mission. (District #4 and #5)				
Recommended Actions	Recruit new staff and reclassify our aides and assistants into programs specialists. Add professional experts to the EMT Academy Program.	0 linked SLOs 0 resource requests		

2. Vision for Success Goals Update : Version by **Franco, Dennis** on **02/08/2022 19:50**

2a. The following table lists the *Vision for Success* **indicators that we must align to as a College and as a District. Please look at your program data (Tableau) for each of the following** *Vision for Success* **indicators. Please address all indicators that are relevant to your program and provide a status update on your program goals from your Program Review Year Three Update. Please include action steps if your goal(s) has been modified and an explanation if your goal(s) has been abandoned.** *

NOTE - Please copy and paste the table below in your response and complete accordingly.

Vision for Success Indicators and ACCJC Indicator	Program Set Goals (from PR Year 3 Update)	Status (Indicate Modified, Completed, or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
Course Success					

Degrees (AA, AS, ADT)				
Certificates of Achievement				
Unit Reduction				
CTE Jobs				

Vision for Success Indicators and ACCJC Indicator	Program Set Goals (from PR Year 3 Update)	Status (Indicate Modified, Completed, or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
Course Success	82.7%	Improve course success	SNG 21	Paul Cutino	
Degrees (AA, AS, ADT)	N/A				
Certificates of Achievement	N/A				
Unit Reduction	N/A				
CTE Jobs					

2b. The *Vision for Success Goal 5 - Equity* is designed to reduce the equity achievement gap on course seuccess for disproportionately impacted (DI) student populations. The College has identified the following three disproportionately impacted (DI) populations: African-American, economically disadvantage students (low income), and foster youth students.

Please review your program data (Tableau) for each of the aforementioned DI populations, and provide a status update on your program goal(s) for your previously selected DI population(s) in your Program Review Year Three Update. If your goal(s) has been modified please include action steps and if your goal(s) has been abandoned please provide an explanation.*

NOTE - Please copy and paste the table below in your response and complete accordingly.

Course Success by DI Population	Program Set Goals (PR Year 3 Update)	Status (Indicate Modified, Completed or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
African American					
Low Income					
Foster Youth					

Course Success by DI Population	Program Set Goals (PR Year 3 Update)	Status (Indicate Modified, Completed or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
African American	65.5%	88.0% - Completed			
Low Income	80.8%	91.9% - Completed			
Foster Youth	72%	83.3% - Completed			

3. Assessment Status Update and CSLO Assessment Effectiveness : Version by **Cutino, Paul** on **02/02/2022 23:24**

a. Please review the data provided on the assessment status of courses in your discipline for Cycle Two (2017/18-2020/21). For any courses that were not assessed in Cycle Two please list them in the table below in your response including why they were not assessed, when you are going to assess them, and who is going to assess them.*

NOTE - Please copy and paste the table below in your response and complete accordingly (add extra rows if needed).

Course Name/ Number	Reason course was not assessed	When course will be assessed	Faculty Responsible for Course Assessment

Course Name/ Number	Reason course was not assessed	When course will be assessed	Faculty Responsible for Course Assessment
EMS -004	NOT TAUGHT IN THE PAST (4) YRS.	N/A	N/A
EMS - 017	NOT TAUGHT IN THE PAST (4) YRS	N/A	N/A

b. Discuss the results of any CSLO assessments performed this year. What changes, if any, are planned to improve student success (ex. pedagogy, assessment instruments are not appropriate to measure, CSLO rewritten etc.)?

New Instructor and Chair and needs to become more familiar with the curriculum process.

4. Course Outline of Record Updates : Version by **Cutino, Paul** on **02/02/2022 23:24**

Please review the data provided in eLumen for the status of the Course Outline of Records (COORs) in your discipline. Please indicate in the table below any COOR(s) for your discipline that has not been updated and identify the faculty member responsible for submitting the updated COOROs) to the Curriculum Committee by November 1, 2021.*

NOTE - Copy and paste the table below in your response and complete accordingly (add extra rows if necessary).

Course *(Enter Course Name ex. ENGL-100)*	Faculty Responsible for COOR Update

Course *(Enter Course Name ex. ENGL-100)*	Faculty Responsible for COOR Update
EMS - 004	Gretchen Medel
EMS - 011	Paul Cutino
EMS - 014	John Kelleher

Impact of Resource Allocation