

# LMC Program Review Year 3 Update 2019-2020

## Instructional Unit Name: FIRE TECHNOLOGY

### Introduction

In 2017-2018, all departments/programs completed a Comprehensive Program Review (CPR), in which goals were set for the 2017-2022 program years. Los Medanos College (College) is now in year three of a five-year review cycle. New to this program review cycle is the passage of the State's [Vision for Success](#) plan which establishes system-wide goals that can only be attained by each department contributing to college-level goals aligned with the state plan. Toward that end, the [Contra Costa Community College District Strategic Plan](#) (CCCD Strategic Plan) adopted by the Governing Board at its June 2019, meeting, aligns with the *Vision for Success* and plans are underway to ensure that the *Los Medanos College Educational Master Plan (LMC EMP)* also supports college and state goals. The intent is to direct College efforts toward a singular and coordinated set of goals.

The *Vision for Success* directs each college to increase degree and certificate completion and increase student transfers, improve time to completion, increase job placement in field of study, narrow achievement gaps and establishes targeted goals in five primary areas as follows:

**Goal #1** Increase by 20 percent the number of CCC students annually who acquire associates degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.

**Goal #2** Increase by 35 percent the number of CCC students' system-wide transferring annually to a UC or CSU.

**GOAL #3** Decrease the average number of units accumulated by CCC students earning associate's degrees, from approximately 87 total units (the most recent system-wide average) to 79 total units—the average among the quintile of colleges showing the strongest performance on this measure

**GOAL #4** Increase the percent of exiting CTE students who report being employed in their field of study, from the most recent statewide average of 69 percent to an improved rate of 76 percent—the average among the quintile of colleges showing the strongest performance on this measure in the most recent administration of the CTE Outcomes Survey.

**Goal #5** Reduce equity gaps across all of the above measure through faster improvements among traditionally underrepresented groups as identified by the college.

The College can only meet its local and state goals with the contribution of each department's efforts. As noted, the intent is to direct College efforts towards a singular and coordinated set of goals to garner greater efficiencies and avoid duplication of effort.

The *Program Review Year 3 Update* includes five components with specified timeframes (not in chronological order) for draft and completion:

**Item 1. Program Update (October 1 – October 31)**

Provide an update to the department's 2017-18 CPR

**Item 2. Setting the Vision for Success Goals 2021-22 (November 1 – November 27)**

Department/program alignment of goals, action steps, timeline, responsible party and next steps – all tied to the *Vision for Success* indicators. For ease of reference, the *Vision for Success* indicators are included in this section.

**Item 3. Assessment Date and Effectiveness (August 26 – September 30)**

Status report on the review and assessment of courses and next steps

**Item 4. Course Outline Updates (August 26 – September 30)**

Status report on the review and assessment of Course Outline of Records and next steps

**Item 5. Resource Needs (February 1 – February 28)**

Resource needs to meet goals, if any.

The table below shows a list of the above components in chronological order. The intent is to complete sections of Program Review by these dates to better assess and inform the process.

Date	Program Review Update Component
August 26 – September 30	Item 3. Assessment Date and Effectiveness Status report on the review and assessment of courses and next steps.
August 26 – September 30	Item 4. Status report on the review and assessment of Course Outline of Records and next steps.
October 1 – October 31	Item 1. Provide an update to the department's 2017-18 CPR
November 1 – November 27	Item 2. Department/program alignment of goals, action steps, timeline, responsible party and next steps – aligned with the <i>Vision for Success</i> indicators.
February 1 – February 8	Item 5. Resource Needs

## 1. Program Update (Oct 1 – Oct 31)

1a. Provide any important changes or updates within your program since your last CPR. (New degrees, new curriculum, staffing changes, etc.) ***The Fire technology Program Consist of 7 separate course ranging from Fire 101 thru Fire 107. The Fire 101, 102 and 106 courses are retired for any student wishing to enter the Los Medanos College Fire Academy. All seven course are required for any students wishing to earn their Associates Degree in Fire Technology. The Fire Technology program has introduced 2 new part time faculty. David Finn ( 106) and Amelia Blackshear (104). Both new instructors are retired fire personnel.***

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 2017? (Please address census enrollment, census fill rate, and productivity (Ftes/Ftef))

***Current enrollment 877 capacity 1,270 FTES 94 FTEF 5.73***

***(Please see attached documents)***

What does the data suggest in terms of future needs/directions?

***The Data reflects a 68% percent fill rate for Fire 101 which reflects an average sixe class of approximately 35 students in each of the Fire 101 courses. A fill rate of over 100% in the fire 102 classes. A fill rate of over 100% in the Fire 103 class. A fill rate of over 100% in the Fire 104 class. A fill rate of over 100% in the Fire 105 class. A fill Rate of over 100% in the Fire 106 class. And A fill rate of over 50% in the Fire Academy. It appears time to offer more than one section per semester of the Fire 103, 104,105 and 106. It may suggest offering additional classes in a port and starboard approach involving rotations from Spring to Fall***

1c. Provide a brief update of your program's goals as listed in your (CPR) 2017- 2018. Given these goals, please provide a brief update on: (a) Goals completed since their submission in 2018, and the impact of that completion on program effectiveness; (b) Goals abandoned with an explanation of why they were abandoned and (c) Goals still in progress or modified to be achieved by 2021-2022. Please include action steps, timeline, and responsible parties.

Goals	Completed/ Abandoned/ In Progress/ Modified	Impact/ Explain/ Action Steps	Timeline/ Responsible Parties
<b>Goal 1:</b> <b>Increase the number of students achieving Degrees and or Certificates of Achievement in Fire Technology</b>	This Goal is still in progress	In 2018 the Fire technology program granted Eleven (11) Associates Degrees and Seven ( 7 ) Certificates of Achievement. In 2019 the Fire technology program granted Eleven ( 11 ) Associates Degrees and Thirty Four (34) Certificates of Achievement. An increase of 200% in Certificates of Achievement	Review at the end of Fall 2020 Faculty Staff

<b>Goal 2: Increase number of hybrid and/or content captured courses</b>	This Goal is still in Progress	We currently offer on one (1) Hybrid Fire course. Hoping to expand in 2021. Possible add another fire classes in which the COOR has already been written. Fire 108 TOOL AND EQUIPMENT . this class would better prepare student d wishing to enter the fire academy and could possibly be offered as a HYBRID	Possibly Spring 2021 Fire Faculty
<b>Goal 3: Build and rebuild community outreach in the form of better communications between advisory board partners</b>	This is goal is still in progress	Los Medanos College Fire faculty attempt conduct one (1) advisory board meeting per year usually during the fall semester. In addition Fire faculty attempt to improve ongoing communication with Advisers by attending many of the Contra Costa County Fire Training Officers monthly meetings as possible in an attempt explore ongoing current events in the fire service that pertain To EDUCATION. This enables Los Medanos College Fire program to gather current yet relevant information	Annually Fire Faculty

**For CTE programs only:**

1c. Community and Labor Market Needs (Link Ed Code [78016](#), Title 5, [51022](#))

The Los Medanos Fire technology Program complies as it:

(1) Meets a documented labor market demand. ***Associates degree in Fire technology, Certificate of Achievement in Fire technology, Completion of the Fire Academy Leads to a Firefighter 1 Certificate***

(2) Does not represent unnecessary duplication of other manpower training programs in the area. ***Los Medanos College is the only Institution to offer the above Fire Programs in Contra Costa County***

(3) Is of demonstrated effectiveness as measured by the employment and completion success of its students. ***Los Medanos College has granted many Associates Degrees as we as Certificate of Achievements. We also have granted many Fire Academy Certs. All the above are part of the employment process for Firefighter***

Within six months of the formation of a community college district, the governing board shall adopt and carry out its policies for the establishment, modification, or discontinuance of courses or programs. Such policies shall incorporate statutory responsibilities regarding vocational or occupational training program review as specified in section 78016 of the Education Code.

(b) Within six months of the formation of a community college district, the governing board shall adopt and carry out its policies and procedures to provide that its courses and programs are articulated with proximate baccalaureate colleges and high schools.

1d. Advisory Board Update and Analysis (CTE related only) Include dates of Advisory Board meetings in 2018-2019, and those completed or planned in 2019-2020. ***Fire Technology Advisory Board meetings were conducted in December 2018 as well as December of 2019 at the Contra Costa fire Training facility at 2945 Treat Blvd in Concord. Another Advisory Board meeting will be held in November 2020.***



## 2. Setting Vision for Success Goals for 2021-22 (Nov 1—Nov 27)

The *Vision for Success* directs each college to increase degree and certificate completion and increase student transfers, improve time to completion, increase job placement in field of study, narrow achievement gaps and establishes targeted goals in five primary areas. The College can only meet its local and state goals with the contribution of each department's efforts. As noted, the intent is to direct College efforts towards a singular and coordinated set of goals to garner greater efficiencies and avoid duplication of effort.

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, set your program goal, indicate the action steps, timeline and responsible parties to achieve program goals.

Vision for Success Indicators and ACCJC Indicator	Program Set Goals for 2021-2022	Action Steps	Timeline	Responsible Parties	Notes
<b>Course Success</b>					
<b>Degrees ( AA, AS, ADT)</b>	10% Increase	The Fire 101 class has dedicated One session to pointing out and exploring the benefit of earning a AS Degree	End of Spring semester 2021	Fire Faculty	
<b>Certificates of Achievement</b>	10 % Increase	The Fire 101 class has dedicated One session to pointing out and exploring the benefit of earning a AS Degree	End of Spring semester 2021	Fire Faculty	
<b>Unit Reduction</b>	Unable to reduce unit for reduction for this program due to California State Fire Training Guidelines				

<b>CTE Jobs FIRE</b>	Employment of firefighters is projected to grow 5 percent from 2018 to 2028, about as fast as the average for all occupations. Physically fit applicants with paramedic training will have the best job prospects.	The projected numeric change in employment from 2018 to 2028 an increase of 17,600 positions			<b>U.S. BUREAU OF LABOR STATISTICS</b>
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2b. The Vision for Success Goal 5—Equity. The College has identified three disproportionately impacted (DI) populations: African-American, economically disadvantage students (low income), and foster youth students. The College's goal is to reduce the equity achievement gap on course success for disproportionately impacted (DI) student populations. Please look at your program data (Tableau) for each of the following DI population. Please pick one or more DI populations that are relevant to your program, set your program goal, indicate the action steps, timeline and responsible parties to achieve program goals.

Course Success by DI Population	Program Set Goals for 2021-2022	Action Steps	Timeline	Responsible Parties	Notes
<b>African American</b>					
<b>Low Income</b>		Students are advised of possible assistance thru Los Medanos College EOPS, Financial Aid ad Food Pantry		Fire Faculty	Dept .chair to notify all fire faculty
<b>Foster Youth</b>					

### 3. Assessment Update and Effectiveness (August 26-Sept 30)

- a. Please review the data provided on assessment status of courses in your discipline in Cycle 2 (2017/18-2020/21), if there were any courses that were not assessed in Cohorts 1 and 2, please (a) list them, (b) explain why they were not assessed, (b) when are you going to assess them, and (c) who is going to assess them.

Course	Reason course was not assessed	When course will be assessed	Faculty Responsible for Course Assessment
<b>COURSE 001</b>	Fire 105 was assessed in Fall 2017	Fall 2020	J. Robinson
<b>COURSE 002</b>	Fire 102 was Assessed in Fall 2017	Fall 2020	M. Grillo

- b. Discuss the results of any outcomes assessments (e.g. CSLO) performed this year. What changes, if any, are planned to improve student success?

### 4. Course Outline of Record Updates (August 26 – Sept 30)

Please review the data provided on the status of COORs in your discipline. (Note: These data do not reflect courses submitted after May 2019. For each COOR that has *not* been updated since May 2019, please indicate the faculty member responsible for submitting the updated COOR to the Curriculum Committee by **November 1, 2019**.

Course	Faculty Responsible for COOR Update
<b>COURSE 001</b>	Fire 106 COOR was updated in Fall 2019
<b>COURSE 002</b>	Fire 102 COOR was updated in fall 2019
<b>COURSE 003</b>	

### Impact of Resource Allocation

If you have received funding via the Resource Allocation Process, you will be asked by the Office of Business Services how the resource helped you in achieving your program goals.

***I will refer this category to Rick Hurtado Fire Academy Manager (received funding )***

## 5. Resource Needs (Feb 1 – Feb 28)

Resource needs to meet goals, if any. If there are no requests, this section may be skipped.

<b><u>Faculty/Staff Resource Request</u></b>			
Department/Unit Goal - Reference #		Strategic Goal and/or Objective - Reference #	
Department/Unit Name		Position Name/Classification	FTE
Position Type	Funding Duration	Funding Source	Est. Salary & Benefits
<input type="checkbox"/> Faculty R/T <input type="checkbox"/> Classified <input type="checkbox"/> Manager <input type="checkbox"/> Student	<input type="checkbox"/> On-going/Permanent <input type="checkbox"/> One-time	<input type="checkbox"/> Operations (Fund 11) <input type="checkbox"/> Other <input type="text"/>	
<b>Justification:</b>			

<b><u>Operating Resource Request</u></b>	
Department/Unit Goal - Reference #	Strategic Goal and/or Objective - Reference #
Department/Unit Name	Resource Type
	<input type="checkbox"/> Equipment <input type="checkbox"/> IT Hardware/Software <input type="checkbox"/> Supplies <input type="checkbox"/> Facility Improvement <input type="checkbox"/> Service/Contract <input type="checkbox"/> Other
General Description	Est. Expense
<b>Justification:</b>	

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<b><u>Professional Development Resource Request</u></b>	
Department/Unit Goal - Reference #	Strategic Goal and/or Objective - Reference #
Department/Unit Name	Resource Type
	<input type="checkbox"/> Conference/Meeting <input type="checkbox"/> Materials/Supplies <input type="checkbox"/> Online Learning <input type="checkbox"/> IT Hardware/Software <input type="checkbox"/> Other
General Description	Est. Expense
Justification:	