

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Approved Minutes
Tuesday, October 18, 2011

2011-2012

President
Cheryl Aschenbach

Call to Order: President Aschenbach called the meeting to order at 4:00 p.m.
Members present: Cheryl Aschenbach, Lisa Gardiner, Michael Giampaoli
Carrie Nyman
Public present: Dr. Kayleigh Carabajal, Sue Mouck

Vice-President
Nancy Beterbide

Approval of Agenda: (Gardiner/ Giampaoli) MSCU to approve the agenda.

Secretaries
Lisa Gardiner

Minutes
Approval of minutes from the September 13, 2011 and September 27, 2011 meetings
(Giampaoli/ Gardiner) MSCU.

Richard Swanson

Public Comment
No comment.

Senators
Michael Giampaoli
Carrie Nyman

Action Items

1. Approve Fire Technology Instructional Program Review(Gardiner/Nyman) MSCU
Fire Science was commended for good work in their IPR.
As a general comment regarding the IPR process Sue Mouck recommended that vague language regarding for recommendations such as "continue to improve program" not be included in IPR recommendations as these plans initiative the necessity to track outcomes.
2. Approve Recommendations from Curriculum/Academic Standards Committee *New Degree: Associate of Arts in Child Development for Transfer* (Giampaoli/Gardiner) MSCU to move this degree forward to the Board of Trustees
President Aschenbach commented that this is LCC's third transfer degree under S.B. 1440 requirements.
3. BP/AP 4250 Probation (Giampaoli/Nyman) Tabled.
4. AP 4255 Disqualification and Dismissal (Giampaoli/Nyman) Tabled.
5. Accept Basic Skills 2010-11 End of Year Report/2011-12 Action Plan (Gardiner/Giampaoli)
6. Accept VN Addendum to 2009 IPR (Gardiner/Nyman) MSCU to approve addendum to complete procedure for gaining Department of Health Services accreditation for the LCC Certified Nurse Assistant program.

Discussion Items

1. Textbook policies- President Aschenbach shared an updated list of text book policy recommendations to be used in Faculty Handbook. Discussion is ongoing and will include timelines such as adopting books in Spring semester for the following Fall.
2. Interdisciplinary Studies: Physical Science – review FSA requirements. Sue Mouck shared the Minimum Qualifications listed for "Interdisciplinary Studies" and Interdisciplinary Studies – Physical Science". Question arose as to whether the descriptor for Interdisciplinary Studies inadvertently had the phrase "or equivalent" left off in the text. Sue will research this issue and report back to Senate.

Information Items

Area A regional meeting is Friday, October 21, 2011 at Butte College. President Aschenbach will attend.

Fall Plenary is November 3-5, 2011 in San Diego. President Aschenbach and Sue Mouck will attend.

Reports

- Senators
 - Lisa Gardiner reported that she received the Welding IPR and will be reviewing shortly.
 - Cheryl Aschenbach reported she has received a revised copy of the LVN IPR.
- Administration: None
- LCFA: Michael reported that LCFA is working on the academic calendr.

Adjournment: Gardiner/Giampaoli at 4:51 p.m.

Next Academic Senate Meetings

Tuesday, October 25, 2011

Tuesday, November 8, 2011

Tuesday, November 22, 2011

Tuesday, December 13, 2011

Additional meetings will be scheduled as necessary.

Future Agenda Items

- Academic Grievance AP
- SB1443 Student Success Task Force Recommendations
- Discussion: Athletic Team Schedules and December Final Exams
- Consider revisions to Senate Bylaws
- Continued Review of BPs and APs:
 - a. BP & AP 4250 Probation
- Human Services IPR(from Spring 2009).
- Automotive IPR (from fall 2010)
- Social Science IPR (from May 2011)
- Gunsmithing IPR (from May 2011)
- Journalism IPR (from May 2011)
- Welding IPR (from May 2011)

Lassen Community College Fire Technology Instructional Program Review

October 2011

Dave Trussell

Academic Senate Action – Accepted October 18, 2011
Consultation Council Action – Accepted October 20, 2011
Board of Trustees Action – Accepted November 8, 2011

Fire Technology Instructional Program Review

Executive Summary-----	3
Section I: Program Objectives -----	4
Section II: Curriculum -----	5
Section III: Student Outcomes -----	9
Section IV: Personnel And Support Services -----	10
Section V: Facilities And Equipment -----	12
Section VI: Budget -----	12
Section VII: Summary Of Program Recommendations -----	13
Section VIII: Appendices	
Appendix A: AS Fire Technology-----	15
CA Fire Technology-----	15
Appendix B: Two-Year Scheduling Plan-----	17
Appendix C: Curriculum/Academic Standards Committee Review Forms ----	21
Appendix D: Summary of Student Evaluations-----	23

Fire Technology
2011 Instructional Program Review
Executive Summary and Prioritized Recommendations

The Fire Technology program was started in 2006 and approved by the Chancellor's Office in 2007. The program has continued to grow each year with the development of new classes, additional Instructors, procurement of advanced training equipment and the purchase of a fire engine. Although, we have only had 14 graduates from our program, we are showing an increase each year. We have been able to place over 25 of our students into jobs working for local fire agencies. A large part of our success is due in part by the contract we developed with Cal-fire to provide instruction for inmates at the fire training center. We hope to complete a contract with the U.S. Forest service in the next few months.

Prioritized recommendations Sections 1-3

1. Submit SLO assessment results to the Office of Instruction within the necessary timeline established by the Office of Instruction.
2. Continue to add courses as needed and create new degrees and certificates.
5. Work with the Office of Institutional Research to develop sufficient tracking mechanisms to provide sufficient data for evaluation.
6. Develop and fund an Advertising/Recruiting plan with input from the Advisory Committee.
7. Identify and attend additional professional development activities, as they become available and needed, provided there are available funds.

Prioritized recommendations Sections 4-8

3. Employ full -time Fire Technology Instructor
4. Add 25% instruction to Director position
8. Employ part-time equipment manager position.
9. Increase operating budget for Fire Technology program including; Staffing, Supplies, Travel, and Staff development
10. Pursue government grants to fund the construction of a Fire Science Training Center.
11. Construct a full-service, and modern Fire Technology Training Center
12. Pursue facilities, equipment and staffing as expansion develops.

PROGRAM OBJECTIVES

Description

Purpose and Specific Objectives of the Program

The Fire Technology Program is designed to prepare students for employment in the Fire Science industry. The Associate in Science degree and Certificate of Achievement in Fire Technology provide students and employers with certifiable standards of technical career proficiency. The curriculum provides for training skills and techniques as follows:

- a. Working knowledge and understanding of fire positions. I.e. firefighter, fire inspector, fire investigator, supervisors and managers.
- b. Workplace safety and orientation
- c. “Work ethic” attitudes, principles, responsibility, discipline and initiative.
- d. Technical language, vocabulary, equipment, materials and modes of operation.
- e. Broad background in the mental and physical skills necessary to operate in the world of fighting fires.

Transfer:

Our program is currently transferable to state colleges and Universities with four-year degrees in Fire Science, such as Cal State Sacramento and UNR

Occupation:

Successful students will find employment opportunities in the Fire Science industry in local areas with agencies such as United States Forest Service, California Department of Forestry, and Fire Protection, United States Department of Interior, Bureau of Land Management and many local fire departments. Many of these same opportunities are available nationwide.

All students completing the required courses necessary to obtain an Associate in Science degree or Certificate of Achievement in Fire Technology will be competent at working as a member of a team or as an individual in the fire fighting world. The student will be able to demonstrate a general knowledge of the safest use and operation of equipment and techniques. In addition, these students will also have a working knowledge of the incident command system and its function.

Description of the Program (Catalog Description):

The Associate in Science and Certificate of Achievement – Fire Technology are designed to provide students with updated skills and knowledge necessary to successfully compete for fire service positions. The curriculum serves as an in-service program as well as pre-employment program for students seeking employment or advancement in the profession of urban fire fighting and wildland fire suppression. Opportunities to study emergency response fields such as: medical, hazardous materials and rescue are included.

As a fire technology major, you will:

- Study a broad overview of fire technology including: fire behavior, fire prevention, fire protection equipment and systems

Evaluation

In 1996, Lassen Community College attempted to develop a Fire Technology program. For a variety of reasons, the program was never presented to the Chancellor's Office for approval. Over the next few years active community support was documented through surveys, advisory board meetings, and input from both public and private agencies. The new fire technology program provides for improvement in the following areas: goal oriented focus on providing training that enables the student to be more readily employable at entry levels, adjustments of courses that enable a student to complete the training and general education requirements, creation of courses that provide a basic and solid foundation in Fire Science studies.

Recommendations/Plan

None

CURRICULUM:

COURSES:

Description

Since the Fire Technology program was started in 2007, many classes have been added or deleted from the program. The Vocational Advisory and Curriculum/Academic Standards committees have approved all changes. As this is the second instructional program review, all active Fire Science courses have been reviewed for currency and have been submitted to the Curriculum Committee.

Evaluation

As a result of course review,

- Degree applicable courses meet the core requirements for the A.S. Degrees, Certificates of Achievement, and elective requirements for the A.S. Degrees.
- Certain stand-alone courses meet the requirements for vocational training.
- Student Learning Outcome have been prepared for each course and approved by the Curriculum Committee.

An *Existing Course Form* was completed for each course and submitted to the Curriculum Committee.

The SLO assessment plans required for all semesters between 2007 and 2010 were completed and submitted to the Office of Instruction.

Recommendations/Plan

Submit SLO assessment results to the Office of Instruction within the necessary timeline established by the Office of Instruction.

DEGREES AND CERTIFICATES:

Description

The program offers an Associate in Science degree in Fire Technology and a Certificate of Achievement in Fire Technology (Appendix A). Student learning outcomes have been established for both the AS degree and Certificate of Achievement. The degree and certificate SLOs are available in the catalog and online.

Advisory committee meetings are held twice annually. A record of each committee meeting as well as a roster of committee members is available in Academic Services.

Evaluation

Evaluations of the core courses in the degrees and certificates performed by the advisory committee and members of local fire agencies has resulted in the affirmation that the courses currently offered satisfy the current employer and industry skill requirements of the Fire

Science field. The curriculum of our core courses has been evaluated by national fire agencies and the National Fire Protection Agency (NFPA). They currently meet the National standards. We will continue to update our fire curriculum to meet the needs of the industry and at the request of the advisory committee.

Recommendations/Plan

Continue to add courses as needed and create new degrees and certificates.

SCHEDULING AND ENROLLMENT PATTERNS:

Description

SCHEDULING:

The Fire Technology program for both the AS degree and the certification is currently being offered in a two-year cycle. The classes are offered starting in mid-October and run until mid-April. There are currently very few classes offered during the summer months. The late start early out program has seemed to work very well for students who are trying to work for local fire agencies. The specifics of the two-year scheduling plan are found in Appendix B.

ENROLLMENT PATTERNS:

As indicated by the FTE chart below, enrollments have been increasing particularly over the last two years.

**Fire Technology Program
FTE Comparison Fall 2004- Spring 2010**

TOP Code	Title	Credit FTES 2009/2010	Credit FTES 2008/2009	Credit FTES 2007/2008	Credit FTES 2006/07	Credit FTES 2005/06	Credit FTES 2004/05
2133	Fire Technology	128.8	72.1	24.3	5.42	4.17	1.98
	<i>Total Normalized FTES</i>	128.8	72.1	24.3	5.42	4.17	1.98

Evaluation

Enrollment patterns show the fire technology program has grown significantly during the last two years. Enrollments are expected to stabilize over the next couple of years.

Recommendations/Plan

None

PROGRAM EXPANSION:

Description

Now that the Fire Technology program is up and running, it is time to start working on additional degrees and certifications. With advice from the advisory committee we would like to introduce two more degree programs (Homeland Security, FEMA and a Heavy Fire Equipment Operators degree) and two new certifications (Fire Prevention, Fire Investigation). We are also negotiating with the United States Forest Service to complete a contract to offer many of their trainings through the college. As additional degrees and certificates are developed, expansion of staff will be necessary. We will be required to provide at least a half time instructor to help with the new degrees and certificates. We are scheduled to hire a full time instructor in 2011 but due to current financial strains it is not appropriate at this time.

Fire Technology Program

Facilities:

We currently use H-103 and H-104 as our office and we are using H-206 for most of our classes. We also use the training facility at the BLM training center. We have been looking into what it would take to convert the old Co-Gen plant into a Fire Training Center. There is a great potential there but it will take a large amount of dollars. We have cleaned a small part of it up and are using it for storage. We are also using a room in the dorms as a storage facility.

Staffing:

Finding part time instructors to teach at Lassen College has turned out to be our biggest obstacle for our program. Being in a remote area we do not have a large amount of local agencies to draw from. We have had to cancel a few of our core classes because we did not have a qualified instructor. Not only do our instructors have to meet Lassen College requirements but we have to meet State Fire Marshal and/or National Wildfire Coordinating Group requirements. We feel that the best way to help with this problem would be to offer a full time instructor position, or a 50% instructor and have the director position increase to 75% director and 25% instructor. We were scheduled to fill a full-time instructor in 2011 but due to the state of the funding we have not yet filled this position. It has become apparent that with the amount of equipment we are acquiring that we will need at least a part time equipment manager.

Evaluation

The future of the Fire program at Lassen College will depend on being able to provide qualified instructors. There seems to be more than sufficient amount of interest by local students and enough different local agencies with needs to provide the program with a very modest growth for many years to come. The additional longer-term expansion of the program facilities could provide a means to increase enrollment simply by having a larger student capacity, as well as offering the ability to introduce new programs. The extent of the marketability of the program is unknown, although every effort of recruiting to date has yielded interest. The growth of the Fire Technology Program at Lassen College will be determined in a large part by the availability of a training center. Having this full-service Training Center will allow us to seek unique training opportunities that are not available from other community colleges on the west coast. Some of these programs would be for Homeland Security and FEMA.

Recommendations/Plan

1. Pursue facilities, equipment and staffing as expansion develops.
2. Develop and fund an Advertising/Recruiting plan with input from the Advisory Committee.

STUDENT OUTCOMES

TRENDS AND PATTERNS:

Description

Since the Fire program is only 4 years old we have only had 14 graduates, we are showing an increase each year. We have been able to place over 25 of our students into jobs working for local fire agencies. The reports that we received back from these agencies have been that the students were very well prepared for their new jobs and that they were very happy with their performances.

Fire Technology Program Retention/Success Comparison Fall 2006- Spring 2010

2009/2010 Enrollment	Retention	Success	2008/2009 Enrollment	Retention	Success	2007/2008 Enrollment	Retention	Success	2006/2007 Enrollment	Retention	Success
1,447	97%	93%	1,173	99%	97%	266	88%	91%	79	99%	96%

Evaluation

Job placement data is only available when students receive assistance in acquiring a job from a faculty member, or when the student informs a faculty member of their employment status after leaving the Program. We have created our own tracking system for the program but it relies on the students providing us with their success. Therefore this data potentially represents only a portion of the overall statistics, and for that reason no further evaluation is offered. As indicated by the table above retention and success in fire science courses has been consistently high.

Recommendations/ Plan

Work with the Office of Institutional Research to develop sufficient tracking mechanisms to provide sufficient data for evaluation.

STUDENT EVALUATION SUMMARY:

Description

The overall response to the Student Evaluation shows a positive attitude towards the program. The responses offered by the students suggest that they like the quality and experience of our instructors. Most of the students liked the Fire Technology Program but hoped that we would be offering more classes in the future. The summary of the Student Evaluation provided by the OOI is attached. (Appendix D)

Evaluation

The Student Evaluation summary shows that the students in the Fire Technology Program are generally satisfied with the scheduling of courses. The data does reflect that most students felt we needed more modern training facilities to go with the up to date training we provided.

Recommendations/Plan

No additional recommendations are offered other than we need to work on building a Fire Science Training Center or Public Safety Training center.

PERSONNEL AND SUPPORT SERVICES

PROGRAM STAFFING:

Description

The level of staffing for the 2011/2012 academic year is as follows:

75% Director position	Part Time Faculty	Classified Employees Instructional site administrative coordinator 100%
David Trussell	Dave Ramirez	Jennifer Bird
	Dan Weaver	
	Mike Rivas	
	Mike Klimek	
	Toll Gavett	
	Ted Friedline	
	Lois Charlton	
	Jennifer McNally	
	Steve Hawks	

Evaluation

With the Fire program in its very early stages we have been able to offer most of the classes in our program. But we have not been able to offer some of our classes because we could not find a qualified instructor. Living in a remote area is a handicap for acquiring qualified instructors. Since the number of FTES the fire program creates has gone from less than 2 to almost 130 per year, having a Full time instructor would help with our shortage of part time instructors. This instructor would have to be able to meet all State Fire Marshall and NWCG instructor qualification. Another option would be to add 25% additional Instructor duties for the director position and create a 50% instructor position. This would help for a year or two with budget restrictions. As our program has developed we have acquired a vast amount of tools and equipment, we feel there is a need to have a tool manager to take care of this very costly equipment.

Recommendations/Plan

- Employ full -time Fire Technology Instructor
- Employ part-time equipment manager position
- Add 25% instruction to Director position

PROFESSIONAL DEVELOPMENT:

Description

Three of the part time faculty members were able to attend state fire marshal required training and two were able to attend another offered by state fire training. We have not had the funds to attend as many of the trainings as are needed but as the program develops we hope to attend more.

Evaluation

The part time fire Program faculty members have shown a desire to seek any and all training that would be available to them. One of the part time faculty as made an offer to college to pursue becoming a master instructor for State Fire Training if the College will help with the financial costs.

Recommendations/Plan

Identify and attend additional professional development activities as they become available and needed, provided there are available funds.

FACILITIES AND EQUIPMENT

Description

Currently the Fire Technology Program is housed in the Humanities building. The office is in room H-103 and H-104 and we do the bulk of our classroom teaching in H-206. We also have access to the training facilities at Ted Overton Training Building that belongs to the BLM here in Susanville.

Evaluation

Evaluation of the facilities available to the Fire Technology Department has yielded several truths:

- The current facility is limited in space for live scenarios and fire training
- The current facility is limited in space for student activity and storage of student materials
- Availability of classroom space has become limited due to the fact that we have grown from less than 2 FTES to almost 130 FTES per year and are expecting even more growth.

Recommendation/Plan

Construct a full service, and modern Fire Technology Training Center.

BUDGET

Description

	Credit FTES 2009/10	Credit FTES 2008/09	Credit FTES 2007/08	Credit FTES 2006/07	Credit FTES 2005/06	Credit FTES 2004/05
Fire Technology	128.8	72.1	24.3	5.42	4.17	1.98
State Apportionment per FTE	\$4,565.00	\$4,565.00	\$4,565.00	\$4,367.00	\$4,123.00	\$3,891.02
Total Program Revenue	\$588,885.00	\$328,680.00	\$123,711.50	\$24,412.84	\$18,406.87	\$7,704.22
Total Program Expenditure	\$175,169.00	\$87,373.00	\$75,439.95	\$40,661.00	\$12,996.42	\$9,904.04
Excess Revenue	\$413,716.00	\$241,307.00	\$48,271.55	-\$16,248.16	\$5,410.45	-\$2,199.82

The Fire Technology Program at Lassen College started in October of 2006. We only used about \$9000.00 of the \$18,000 dollars that fall. For the 2006/2007 year we were allocated \$24,000 for the year but ended up spending over \$40,000. In 2007/2008 the program was budgeted \$65,000 and we spent over \$75000 but the program brought in over \$123,000. In 2008/2009 the program was budgeted \$90,000 and we spent over \$87000 but the program brought in over \$328,680. In 2009/2010 the program was budgeted \$125,000 and we spent over \$175,000 but the program brought in over \$588,885. The reason why we were over budget was because we did not allocate monies for the contract we have with Cal-Fire for instruction.

Evaluation

As a new program it is hard to do an accurate evaluation of our budget because as we grow there are so many variables that change. It is obvious that we are growing and are producing revenue. It is also obvious that we have potential to grow at a very fast rate and are able to produce many

more FTES than we are currently producing. As it is shown that we have the potential to increase our program in many ways over the next few years we believe that our growth will only be limited by the amount of financial support that the college has to give. We do believe we will bring in much more income to the college than we will spend, but we will need to find ways to develop a Public Safety Training Center.

Recommendation/Plan

1. Increase operating budget for Fire Technology program including; Staffing, Supplies, Travel, and Staff development
2. Pursue government grants to fund the construction of a Fire Science Training Center.

PRIORITIZED RECOMMENDATIONS

Recommendations for consideration by College Planning Committees:

Prioritized recommendations 1-3

1. Submit SLO assessment results to the Office of Instruction within the necessary timeline established by the Office of Instruction.
2. Continue to add courses as needed and create new degrees and certificates.
5. Work with the Office of Institutional Research to develop sufficient tracking mechanisms to provide sufficient data for evaluation.
6. Develop and fund an Advertising/Recruiting plan with input from the Advisory Committee.
7. Identify and attend additional professional development activities, as they become available and needed, provided there are available funds.

Prioritized recommendations 4-8

3. Employ full -time Fire Technology Instructor
4. Add 25% instruction to Director position
8. Employ part-time equipment manager position.
9. Increase operating budget for Fire Technology program including; Staffing, Supplies, Travel, and Staff development
10. Pursue government grants to fund the construction of a Fire Science Training Center.
11. Construct a full-service, and modern Fire Technology Training Center
12. Pursue facilities, equipment and staffing as expansion develops.

Fire Technology 2010/2011

	A.S. Degree _____	Certificate of Achievement _____
I.	A.S. Degree requires 60 Units	_____
	Certificate of Achievement requires 42 Units	_____
II	A minimum GPA of 2.00 /and a grade of 'C' or better in each core course.	
III	Required Core Courses: 18 Units	
_____	FS 3 Fundamentals of Fire Prevention	3 units
_____	FS 4 Fire Protection Equipment and Systems	3 units
_____	FS 5 Fire Organization and Management	3 units
_____	FS 6 Building Construction for Fire Protection	3 units
_____	FS 13 Fire Behavior and Combustion	3 units
_____	FS 14 Principles of Fire Safety and Survival	3 units
IV	Required Electives: 12 Units (Select from the following)	
_____	EMT 60 Emergency Medical Technician	5 units
_____	FS 21 First Responder – Medical	2 units
_____	FS 49 Fire Technology Work Experience	1-4units
_____	FS 52 Incident Command System (I-200/300)	2 units
_____	FS 55 Fire Investigation	3 units
_____	FS 57 Auto Extraction	0.5 unit
_____	FS 60 Wildland Firefighter (CDF Basic 67)	3 units
_____	FS 60A Wildland Firefighter (CDF Basic 67)	3 units
_____	FS 61 Basic Firefighter Training (Basic 32)	2 units
_____	FS 62 Training Instructor 1-A	2.5 unit
_____	FS 63 Training Instructor 1-B	2.5 unit
_____	FS 66 Fire Prevention 1-A	2 units
_____	FS 67 Fire Prevention 1-B	2 units
_____	FS 69 Fire Management 1	2 units
_____	FS 70 Dozer Boss (S-232)	1 unit
_____	FS 71 Fundamentals of Heavy Rescue	1.5 units
_____	FS 72 First Responder – Hazardous Materials	2 units
_____	FS 73A Incident Business Management (S-260/261)	2 units
_____	FS 73B Incident Business Management (S-260/261)	2 units
_____	FS 74 Fire in the Interface (S-215)	1 unit
_____	FS 75 Fire Behavior (S-290)	2 units
_____	FS 76 Firefighter Type 1 (Squad Boss) (S-131)	0.5 unit
_____	FS 77 Human Factors on the Fireline (L-180)	0.5 unit
_____	FS 78 Leadership (L-280)	1 unit
_____	FS 82 Fire Command 1-A	2 units
_____	FS 83 Fire Command 1-B	2 units
_____	FS 84 Lessons Learned	1 unit
_____	FS 85 Understanding Maps, Compass & GPS	1 unit
_____	FS 98.18 Annual Fire Refresher Training	0.5 unit
_____	FS 98.20 Annual Hired Equipment Refresher Training	0.5 unit
_____	FS 98.21 Volunteer Firefighter Academy	0.5 unit
_____	Total	

FS 150 National Incident Management System (NIMS700) is available and is recommended for employees of Emergency Response Agencies.

Course Title	2011	2012	2012	2012	2013
Fundamentals of Fire Prevention		X			
Fire Protection Equipment and Systems	X				
Fire Organization and Management	X				
Building Construction for Fire Protection				X	
Fire Behavior and Combustion		X			
Principles of Fire Safety and Survival				X	
First Responder -Medical		X		X	
Fire Technology Cooperative Work Experience	X	X	X	X	X
Incident Command System (I-200/300)	X				
Fire Investigation				X	
Auto Extraction					X
Wildland Firefighter (CDF Basic 67)		X			X
Basic Firefighter Training (Basic 32)		X	X		X
Fire Instructor 1-A				X	
Fire Instructor 1-B					X
Fire Prevention 1-A				X	
Fire Prevention 1-B					X
Fire Management 1	X				
Dozer Boss (S-232)					X
Fundamentals of Heavy Rescue					
First Responder - Hazardous Materials	X			X	
Incident Business Management (S-260)				X	
Applied Interagency Incident Business Management				X	
Fire in the Interface (S-215)				X	
Fire Behavior (S-290)		X			
Squad Boss	X				
L-180 Human Factors					
L-280 Leadership					X
Fire Command 1A		X			
Fire Command 1B				X	
Lessons Learned		X			
Understanding Maps Compass & GPS	X				
Emergency Vehicle Operation			X		
Volunteer Firefighter Academy		X			X
Emergency Medical Technician				X	
Annual Fire Refresher Training		X			X
Annual Hired Equipment Refresher Training		X			X
NIMS S-700					
Pump Operations for Volunteers					X

Course Title	2011	2012	2012	2012	2013
Fundamentals of Fire Prevention		X			
Fire Protection Equipment and Systems	X				
Fire Organization and Management	X				
Building Construction for Fire Protection				X	
Fire Behavior and Combustion		X			
Principles of fire safety and survival				X	
First Responder -Medical		X		X	
Fire Technology Cooperative Work Experience	X	X	X	X	X
Intro to Fire Careers	X			X	
Incident Command System (I-200/300)	X				
Fire Investigation				X	
Auto Extraction					X
Wildland Firefighter (CDF Basic 67)		X			X
Basic Firefighters Training (Basic 32)		X	X		X
Fire Instructor 1-A				X	
Fire Instructor 1-B					X
Fire Prevention 1-A				X	
Fire Prevention 1-B					X
Fire Management 1	X				
Dozer Boss (S-232)					X
Fundamentals of Heavy Rescue					
First Responder - Hazardous Materials	X			X	
Incident Business Management (S-260)				X	
Applied Interagency Incident Business Management				X	
Fire in the Interface (S-215)				X	
Fire Behavior (S-290)		X			
Squad Boss	X				
L-180 Human Factors					
L-280 Leadership					X
Fire Command 1A		X			
Fire Command 1B				X	
Lessons Learned		X			
Understanding Maps Compass & GPS	X				
Emergency Vehicle Operation			X		
Volunteer Firefighter Academy		X			X
Emergency Medical Technician				X	
Annual Fire Refresher Training		X			X
Annual Fire Technology Instructional Program Review Refresher Training		X		Page 18	X
NIMS S-700					
Pump Operations for Volunteers					X

**APPENDIX
C**

**FIRE TECHNOLOGY INSTRUCTIONAL PROGRAM REVIEW:
STATUS OF CURRICULUM REVIEW AUGUST 10, 2011**

Course	Curriculum Committee Review Completed	Curriculum Committee Review <u>Not</u> Completed
FS 1	Inactivated 4/5/11	
FS 3	3/8/11	
FS 4	3/8/11	
FS 5	3/8/11	
FS 6		12/9/08
FS 13	3/8/11	
FS 14	3/8/11	
FS 21		12/9/08
FS 49	4/5/11	
FS 52	3/8/11	
FS 55	3/8/11	
FS 57	4/5/11	
FS 60	4/5/11	
FS 60A	3/8/11	
FS 61	3/8/11	
FS 62	5/10/11	
FS 63	5/10/11	
FS 66	3/8/11	
FS 67	3/8/11	
FS 69	3/8/11	
FS 70	5/10/11	
FS 72	3/8/11	
FS 73A	3/8/11	
FS 73B	3/8/11	
FS 74	3/8/11	
FS 75		12/9/08
FS 76	3/8/11	
FS 77	3/8/11	
FS 78	3/8/11	
FS 82	New course (9/8/2009)	
FS 83	New course (9/8/2009)	
FS 84	3/8/11	
FS 85	3/8/11	
FS 98.18 Annual Fireline Safety Refresher Training	3/8/11	
FS 98.20	4/5/11	
FS 98.21	3/8/11	
FS 156	3/8/11	
Degree/Certificate	Curriculum Committee Review Completed	Curriculum Committee Review <u>Not</u> Completed
AS Fire Technology	5/10/11	
CA Fire Technology	5/10/11	

Mr. Dave Trussell, Subject Area Faculty Signature

Date

Ms. Susan G. Mouck, Curriculum and Academic Standards Committee Chair Signature Date

Dr. Kayleigh Carabajal, Vice President/Dean of Academic Services Signature Date

APPENDIX D

LASSEN COMMUNITY COLLEGE INSTRUCTIONAL PROGRAM REVIEW - STUDENT EVALUATION

Name of Program: **Fire Technology**
February 23, 2011

Date Survey Completed:

Current Course: **FS 21 – First Responder**

Overview:

Instructional programs are reviewed every six years by the institution. The **Fire Technology** Instructional Program is currently undergoing its periodic review. The **Fire Technology** Instructional Program is made up of the courses leading to a degree or certificate of achievement in **Fire Technology**. The courses in this program include: **Fire Science Courses**. As a student enrolled in one of these courses, your insight about the course and program can provide valuable information to assist the program faculty in making program improvements. This student survey is your opportunity to provide information to the program faculty. This is a student survey of the course and program, NOT the instructor. Instructor evaluations occur at a different time.

Instructions for Completion:

Please be as objective and concise as possible when answering the following questions. Read and evaluate each question and check the responses, which most closely relate to your views. Space has been provided at the end, for any additional comments you would like to make.

Tell Us About Yourself:

1. Educational Goal: What is your educational objective at Lassen Community College?
(Check all that apply).

General Education:

Degrees/Certificates:

General Interest:

1 Transfer to 4-year
Institution
IGETC
Development

9 AA/AS
1 Certificate of Achievement
1 Certificate of Completion
3 Certificate of Accomplishment

7 Job Requirement
8 Continuing Education
10 Personal

CSU Certification
UNR Certification

Transfer to another community college

Title of degree or certificate: **First Responder**

2. Your Need for this Course: Why are you taking this course?

6 Core Requirement for degree or certificate
Requirement

7 Job

3 Elective for degree or certificate
General Education course for degree or transfer
Development

6 Continuing Education
9 Personal

Academic Senate
P.O. Box 3000 Susanville, CA 96130
Voice (530) 251-6181 ext 8967
www.lassencollege.edu

3 Other: Please Specify: 1. For my business. 2. Fire Fighter 1 3. Pre-requisite for EMT 13.

3. Type of Course

Lecture only

19 Lecture/Laboratory Combination

Laboratory only

2 Activity Course

4. Does the course content reasonably compare with the catalog/schedule description?

19 yes

1 no

5. Did the catalog clearly explain the order in which the courses in this program should be taken?

17 yes

2 no

6. Was any cost for this course/program, beyond registration and books clearly identified in the catalog?

16 yes

4 no

7. Did the course require a textbook?

20 yes

no

1. But it was the wrong workbook.

2. They gave the wrong book.

3. But the wrong workbook was ordered at first.

4. Bookstore provided wrong workbook for class.

If yes, was the textbook(s) for this course adequately used?

19 yes

1 no

8. Was a syllabus for the course provided at the beginning of the course?

19 yes

no

If yes, did the syllabus clearly identify the student learning outcomes for this course?

19 yes

no

Scheduling:

8. Did the scheduling of this course meet your needs?

17 current schedule met my needs

2 needed afternoon offering

1 needed evening offering

9. The scheduling of this course:

18 resulted in no scheduling conflicts

1 conflicted with other core (required) courses in the program

1 conflicted with elective courses in the program

1. The college gave us a day off in the middle of mid term.

Facilities/Equipment:

10. Do the on-campus facilities for this course/program adequately meet your needs?

17 I was provided with reasonable access to the facilities

The facilities were unavailable at times that I could use the facility.

12 The temperature of the facilities was comfortable.

The temperature of the facilities was frequently too hot.

3 The temperature of the facilities was frequently too cold.

Academic Senate

P.O. Box 3000 Susanville, CA 96130

Voice (530) 251-6181 ext 8967

www.lassencollege.edu

2 Not applicable
16 The lighting in the facilities was adequate
The lighting in the facilities was too bright
The lighting in the facilities was too dark
Not applicable

15 The chairs/tables/desks were adequate
2 The chairs/tables/desks were inadequate

12. Did the course/program provide the necessary equipment?

18 Sufficient equipment for the number of students
2 Insufficient equipment for the number of students
Not applicable

16 Sufficient time on equipment was allowed for each student
1 Insufficient time on equipment was allowed for each student
Not applicable

13 Equipment was current up-to-date
2 Equipment was out dated
1 Not applicable

17 Equipment was generally in good operating condition

13. Describe how this course/program could be improved to better meet the needs of the students at Lassen Community College.

1. Chalk boards need to go!! This causes allergy problems for some.
2. Mid-Day classes for athletes
3. I feel for the amount of hours the course is it should be bumped up to 3 units or let the class be a few more days a week and less hours.
4. Class book not adequate.
5. Don't have a mid week day off right at mid term.
6. Met needs perfectly.
7. I think Jen did a good job.

14. Provide any additional comments on the course or program:

1. The instructor was extremely helpful and made the course interesting and fun.
2. Great course.
3. Need better EMT scheduling.
4. Best instructor I have had at this place yet.
5. Book store sold wrong work books.

LASSEN COMMUNITY COLLEGE

INSTRUCTIONAL PROGRAM REVIEW - STUDENT EVALUATION

Name of Program: **Fire Science**
2011

Date Survey Completed: **February 22,**

Current Course: **FS 78**

Overview:

Instructional programs are reviewed every six years by the institution. The **Fire Science** Instructional Program is currently undergoing its periodic review. The **Fire Science**

Academic Senate
P.O. Box 3000 Susanville, CA 96130
Voice (530) 251-6181 ext 8967
www.lassencollege.edu

Instructional Program is made up of the courses leading to a degree or certificate of achievement in **Fire Science**. The courses in this program include: **Fire Science**.

As a student enrolled in one of these courses, your insight about the course and program can provide valuable information to assist the program faculty in making program improvements. This student survey is your opportunity to provide information to the program faculty. This is a student survey of the course and program, NOT the instructor. Instructor evaluations occur at a different time.

Instructions for Completion:

Please be as objective and concise as possible when answering the following questions. Read and evaluate each question and check the responses, which most closely relate to your views. Space has been provided at the end, for any additional comments you would like to make.

Tell Us About Yourself:

1. Educational Goal: What is your educational objective at Lassen Community College? (Check all that apply).

General Education:

Degrees/Certificates:

General Interest:

1 Transfer to 4-year Institution
IGETC
CSU Certification

4 AA/AS
1 Certificate of Achievement
1 Certificate of Completion
Certificate of Accomplishment

Job Requirement
2 Continuing Education
1 Personal Development

UNR Certification

Transfer to another community college

Title of degree or certificate: _____

2. Your Need for this Course: Why are you taking this course?

1 Core Requirement for degree or certificate
Requirement
3 Elective for degree or certificate
General Education course for degree or transfer
Development
Other: Please Specify _____

Job

1 Continuing Education
4 Personal

3. Type of Course

2 Lecture only

Laboratory only

1 Lecture/Laboratory Combination

3 Activity Course

4. Does the course content reasonably compare with the catalog/schedule description?

6 yes

no

5. Did the catalog clearly explain the order in which the courses in this program should be taken?

6 yes

no

6. Was any cost for this course/program, beyond registration and books clearly identified in the catalog?

2 yes

3 no

7. Did the course require a textbook?

Academic Senate
P.O. Box 3000 Susanville, CA 96130
Voice (530) 251-6181 ext 8967
www.lassencollege.edu

- 4 Equipment was generally in good operating condition
- Equipment was generally broken or inoperable
- 2 Not applicable

13. Describe how this course/program could be improved to better meet the needs of the students at Lassen Community College.

- 1. More classes closer in time to avoid numerous trips back and forth.
- 2. Need more NWSG courses.
- 3. Couple weeks longer.
- 4. For me I like how this course is going.
- 5. The only problem I ran into is having to wait for the availability of needed classes.

14. Provide any additional comments on the course or program:

- 1. The more courses the better for each semester.
- 2. From when I started this program has made huge leaps in impr

LASSEN COMMUNITY COLLEGE
INSTRUCTIONAL PROGRAM REVIEW - STUDENT EVALUATION

Name of Program: **Fire Science**
2011

Date Survey Completed: **February 28,**

Current Course: **Volunteer Fire Academy**

Overview:

Instructional programs are reviewed every six years by the institution. The **Fire Science** Instructional Program is currently undergoing its periodic review. The **Fire Science** Instructional Program is made up of the courses leading to a degree or certificate of achievement in **Fire Science**. The courses in this program include: **Fire Science**.

As a student enrolled in one of these courses, your insight about the course and program can provide valuable information to assist the program faculty in making program improvements. This student survey is your opportunity to provide information to the program faculty. This is a student survey of the course and program, NOT the instructor. Instructor evaluations occur at a different time.

Instructions for Completion:

Please be as objective and concise as possible when answering the following questions. Read and evaluate each question and check the responses, which most closely relate to your views. Space has been provided at the end, for any additional comments you would like to make.

Tell Us About Yourself:

1. Educational Goal: What is your educational objective at Lassen Community College?
(Check all that apply).

General Education:

Degrees/Certificates:

General Interest:

1 Transfer to 4-year
Institution
IGETC
CSU Certification

11 AA/AS
3 Certificate of Achievement
1 Certificate of Completion
1 Certificate of Accomplishment

4 Job Requirement
4 Continuing Education
4 Personal Development

2. Your Need for this Course: Why are you taking this course?

4 Core Requirement for degree or certificate

5 Job

Requirement

8 Elective for degree or certificate

7 Continuing Education

1 General Education course for degree or transfer

6 Personal Development

3. Type of Course

Lecture only

Laboratory only

10 Lecture/Laboratory Combination

4 Activity Course

4. Does the course content reasonably compare with the catalog/schedule description?

15 yes

no

5. Did the catalog clearly explain the order in which the courses in this program should be taken?

13 yes

2 no

6. Was any cost for this course/program, beyond registration and books clearly identified in the catalog?

- 7 7 yes 8 no
 7 Did the course require a textbook?
 15 yes no
 If yes, was the textbook(s) for this course adequately used?
 15 yes no
 Need better explanation of book cost in catalog.
8. Was a syllabus for the course provided at the beginning of the course?
 15 yes no
 If yes, did the syllabus clearly identify the student learning outcomes for this
 course?
 15 yes no

Scheduling:

8. Did the scheduling of this course meet your needs?
 15 current schedule met my needs
9. The scheduling of this course:
 14 resulted in no scheduling conflicts
 1 conflicted with general education courses

Facilities/Equipment:

10. Do the on-campus facilities for this course/program adequately meet your needs?
 15 I was provided with reasonable access to the facilities
 The facilities were unavailable at times that I could use the facility.
 7 The temperature of the facilities was comfortable.
 3 The temperature of the facilities was frequently too hot.
 2 The temperature of the facilities was frequently too cold.
 2 Not applicable
 10 The lighting in the facilities was adequate
 10 The chairs/tables/desks were adequate

12. Did the course/program provide the necessary equipment?
 15 Sufficient equipment for the number of students
 13 Sufficient time on equipment was allowed for each student
 11 Equipment was current up-to-date
 2 Equipment was out dated
 Not applicable
 13 Equipment was generally in good operating condition

13. Describe how this course/program could be improved to better meet the needs of the students at Lassen Community College.

1. Updated equipment (SCBA's specifically) own room for physical training, other than that, it's great.
2. Nope its good.
3. Course description said volunteer fire academy. This academy is for all people who wish to take it catalog should specify.
4. More day.
5. Good course.
6. I like how it is running.

7. More updated equipment would be useful and actual air in SBCA tanks would give a more “real life” feel to the course.

8. It’s very good. It met and improved my needs.

14. Provide any additional comments on the course or program:

1. Excellent training be prepare to P.T.

2. It’s good.

3. Water needs to be facilitated.

4. Its BRUTAL!

Addendum to Vocational Nursing 2010 IPR

Section II: Curriculum

Description

One of the prerequisites for admission is a current Certified Nursing Assistant (CNA) certificate or completion of HO 80A, Nursing Assistant. For two terms we have taught HO 80A without CNA certification because we did not have the clinical sites necessary for Department of Health Services accreditation and practiced only on classmates and manikins. At some point prior to 2008, however, HO 80A was an accredited program. Country Villa Riverview Rehabilitation and Nursing facility has an accredited program which it offers sporadically.

Evaluation

The present students in the VN program who have not completed a clinical experience within a CNA program have taken up to a semester to become comfortable working with real patients. Often if our prospective students state during the application process to the Country Villa program that they are enrolling in the course solely to meet requirements for entering Lassen Community College's Vocational Nursing (VN) program, they are denied. The need for Lassen College to have its own accredited CNA program has become obvious. Country Villa has agreed to allow our students to use it as a clinical site. The students will have experience with live people and if they are not interested in seeking admission to our VN program, they will be trained to enter the workforce as a CNA.

Recommendations/Plan

1. Complete procedure for gaining DHS accreditation for the LCC CNA program.

Monna Walters, VN Director

Thomas Jeffries, Instructor

Signatures below indicate receipt of VN IPR Addendum in Academic Services and acceptance of VN IPR Addendum by Academic Senate.

Dr. Kayleigh Carabajal
Dean of Academic Services

Cheryl Aschenbach
Academic Senate President