



Annual Program Review 2012-2013 - INSTRUCTIONAL REPORT

ENVIRONMENTAL TECH - FIRE ACADEMY - FIRE TECH

Authorization

After the document is complete, it must be reviewed and submitted to the Program Review Committee by the Division Chair.

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1.0. Trend Analysis

For each program within the division, use the data provided to indicate trends (e.g., steady, increasing, decreasing, etc.) for each of the following measures.

Program	Academic Year	FTES Trend	FTEF Trend	WSCH / FTEF Trend	Full-Time % Trend	Fill Rate Trend	Success Rate Trend	Awards Trend
Environmental Technology	2008-2009	0	0	--	--	--	--	0
	2009-2010	2	0	--	--	83.3%	56.0%	0
	2010-2011	1	0	204	0.0%	20.0%	91.7%	0
	2011-2012	5	1	272	0.0%	44.0%	58.3%	0
	% Change	--	--	--	--	--	--	--
	Four-Year Trend	--	--	--	--	--	--	--
Fire Academy	2008-2009	73	7	341	0.0%	41.6%	81.0%	0
	2009-2010	70	5	472	0.0%	74.8%	72.6%	9
	2010-2011	59	2	908	0.0%	88.0%	88.6%	12
	2011-2012	67	3	794	0.0%	95.2%	98.0%	41
	% Change	-9.0%	-60.9%	+133.1%	+0.0%	+53.7%	+17.0%	--
	Four-Year Trend	stable	decreasing	increasing	stable	increasing	increasing	--
Fire Technology	2008-2009	46	3	505	0.0%	60.5%	52.7%	9
	2009-2010	68	4	496	0.0%	76.4%	63.1%	2
	2010-2011	48	4	415	0.0%	82.9%	62.3%	9
	2011-2012	46	4	409	0.0%	87.1%	53.8%	9
	% Change	+1.5%	+25.5%	-19.2%	+0.0%	+26.6%	+1.1%	+0.0%
	Four-Year Trend	stable	increasing	decreasing	stable	increasing	stable	stable

1.1 Describe how these trends have affected student achievement and student learning:

We will likely see a growth in enrolment as many of the current generation of fire personnel are at the age of retirement. Combined with an ailing economy, many members are opting out for early retirement as budget impacts may impact future retirement benefits. This will ultimately increase the demand for future firefighters as many are leaving. New Student Learning: The VFA has implemented new training on how to present a "company school" which is a requirement of every firefighter's probation after hire. A company school is a short class given by a firefighter to the other firefighters on his work shift (company). The class focuses on a particular tool or procedure and serves as a test of the presenter's knowledge as well as a refresher for the rest of the company. Cadets are taught how to structure and organize a company school and present the information in a clear and professional manner. This not only reinforces knowledge and understanding of fire academy material but also teaches poise and confidence when speaking in front of a group.

1.2 Please explain any other relevant quantitative/qualitative information that affects the evaluation of your program?

The Verdugo Fire Academy has been utilizing JB Course Manager for the last four years to administer tests and provide study material online to fire cadets. JB Course makes possible a much more efficient and accurate testing process. Tests can be administered either at an on-campus computer lab or at any location convenient to the student. Each exam is followed by an item analysis that identifies subject areas that may require more focus or a different instructional approach. Tests are graded and, if the test needs modification, re-graded instantly allowing results to be posted within minutes after the exam regardless of the size of the class. JB Course allows flexibility in changing the content of tests to reflect periodic changes in curriculum. The program supports multiple choice, true/false, matching, short essay, and fill-in-the-blank type questions among others. Study material in the form of Power-point presentations, training manuals, diagrams and video are also available to the students using JB Course. Throughout the academy, the students have the opportunity to take quizzes online to reinforce recently presented material and prepare them for Block exams. Currently, we are working to establish a line of communication between instructors and students using the features of JB Course. Messaging and forums are available.

2.0. Student Learning and Curriculum**Course Level**

Year	SLOAC Course Count	% of courses with defined SLOs	% of Courses Assessed
Environ. Tech			
2010-2011	2	0.0%	0.0%
2011-2012	2	100.0%	0.0%
% Change		+100.0%	+0.0%
Two Year Trend		increasing	stable
Fire Academy			
2010-2011	4	0.0%	0.0%
2011-2012	4	80.0%	80.0%
% Change		+30.0%	+30.0%
Two-Year Trend		Increase	Increase

Fire Technology			
2010-2011	10	10.0%	0.0%
2011-2012	8	87.5%	87.5%
% Change		+77.5%	+87.5%
Two-Year Trend		increasing	increasing

Provide the following information on each department and program within the division.

List each program within the division	Active Courses with Identified SLOs		Active Courses Assessed		Course Sections Assessed	
	N / N	%	N / N	%	N / N	%
Environmental Technology						
Fire Academy						
Fire Technology						
Industrial Technology						

2.1 Please comment on the percentages above.

There is a large demand in the future for firefighters. Much news/ media - publicity of this has shown an increase in enrollment. This year we started with sixty enrolled students in the Fire Academy. The same holds for the Fire Technology Program. We also see a large increase of students applying from out of area due to the high number of State Certified programs we offer compared to other academies.

2.2 Using the results from your division/departments recent assessment reports, please summarize any pedagogical or curricular changes that have been made as a result of your course assessments.

We have developed and administered the (above mentioned) JB Course on line computer testing for a higher student success ratio.

2.3 Please list all courses which have been reviewed in the last academic year.
Note: Curriculum Review is required by the Chancellors Office every 6 years.

N/A

Degree, Certificate, Program Level

List each degree and certificate, or other program* within the division	AA/AS Degree PLO Identified		AA/AS Degree Assessment Cycles Completed		Certificate PLO Identified		Certificate Assessment Cycles Completed	
	YES	NO	YES	NO	YES	NO	YES	NO
Environmental Technology								
Fire Academy Certificate					X			
Fire Technology AS	X							
Fire Technology Certificate								
Industrial Technology								

2.4 Please comment on the percentages above.

[Click here to enter text.](#)

2.5 Using the results from your division/departments recent assessment reports, please summarize any changes that have been made as a result of your program level assessments. Your summary should include a summation of the results of all degrees, certificates, and other programs which were recently assessed.

N/A

2.6 Please list all degree/certificate programs within the division that were reviewed in the last academic year.

N/A

2.7 What recent activities, dialogues, discussions, etc. have occurred to promote student learning or improved program/division processes in the last year?

Mark an "X" in front of all that apply.

X	Curricular development/revisions of
X	Curricular development/revision of programs
	Increased improved SLO/PLOs in a number of courses and programs
	Other dialog focused on improvements in student learning
	Documented improvements in student learning
	Increased/improved SLO/PLOs in a number of courses and programs
	New degree or certificate development
X	Best Practices Workshops
X	Conference Attendance geared towards maintaining or improving student success

	Division Retreat in 2011-2012
X	Division or department attendance at Staff Development activity geared towards maintaining or improving student learning
	Division Meeting Minutes
X	Reorganization

Please comment on the activities, dialogues, and discussions above

We constantly review all programs, courses and programs. We participate in conferences that include the California Fire Technology Directors Association several times a year to stay current with trends and legal issues. This helps promote student success. We participate in monthly or bi-monthly staff meetings with regular weekly communication as well.

3.0 Reflection and Action Plans

- 3.1** Based on your data and analysis presented above, as well as on issues or items that you were unable to discuss above, comment on the Strengths and Weaknesses of the Program

Strengths

List the current strengths of your program

1. Verdugo Fire Academy primary instructors take a level of pride in the ownership of the classes they teach not easily found in other fire academies. Though they are held to high standards, they provide excellent instruction due to a genuine sense of duty to the fire service to provide quality firefighter candidates..
2. The Verdugo Fire Academy benefits from an array of instructors of different ranks, disciplines, and agencies. Cadets receive instruction from active and retired fire officers drawing from decades of experience as well as relatively new firefighters who clearly remember what it was like when they struggled through the fire academy. The length of the program (one year) builds strong, long lasting relationships that last beyond the fire academy and into their careers. Outside the academy, the cadets meet on their own time for study groups and physical fitness training. The high level of camaraderie, team building, and cadet support that develops in the Verdugo Fire Academy separates it from full time academies in the area. Leadership development, coaching, mentoring and team building are a big influence in the program both to staff and students.
3. We have developed and maintain strong alliances with both Area C and Los Angeles Area Fire Departments which contribute to the success of our program through resources and training opportunities. Conversely, we contribute back to these agencies as they higher qualified, competent Cadets/Students from the VFA/GCC.

3.2 Weaknesses

List the current weaknesses of your program

1. Poor economic times.
2. [Click here to enter text.](#)
3. [Click here to enter text.](#)

3.3 Using the weaknesses, trends and assessment outcomes as a basis for your comments, please briefly describe any future plans and/or modifications for program/division improvements. Any plans for reorganization should also be included, along with a resource request if applicable.

Plans or Modifications	Anticipated Changes/ Improvements	Link to EMP, Plans, SLOs, PLOs, ILOs
Click here to enter text.		Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.
Click here to enter text.	Click here to enter text.	Click here to enter text.

Format Rev. 9.21.12

2012 PROGRAM REVIEW**Section 4
Resource Request**

**TECH/AVIATION –
Fire Academy**
Ongoing Funding

I:TA.FA-1**Mark Type of Request:**

X	Facilities/Maintenance		Computer Hardware for Student Use
	Classroom Upgrade		Computer hardware or Faculty Use
X	Instructional equipment		Software/Licenses/Maintenance/Agreements
	Non-Instructional Equipment		Conference/Travel
	Supplies		Other

4.1 Clearly describe the resource request.

Amount requested: Though understanding these tough – challenging economic times, we seek future funds (when economy stabilizes) to contribute into the area C and Glendale FD training centers. Normal funding is required for day to day operational costs of equipment.

Breakdown of cost, if applicable.

N/A

4.2 Funding

	Requires One Time Funding
	Requires Ongoing Funding
X	Repeat Request
	Year(s) Requested

4.3 Please check if any off the following special criteria apply to this request:

X	Health & Safety Issue
	Accreditation Requirement
	Contractual Requirement
	Legal Mandate

Please explain how/why this request meets any of the above criteria.

Equipment needs to meet OSHA and NFPA standards to comply with safety concerns.

- 4.4** Justification and Rationale: What EMP Goal, plan, SLO, PLO, or ILO does this request address?
Please use information from your report to support your request.

[Click here to enter text.](#)

- 4.5** What measurable outcome will result from filling this resource request?

[Click here to enter text.](#)

APPROVAL

AGENCY	DECISION	
The Program Review Committee has reviewed the information in this request and finds it to be:	COMPLIANT	
	NON COMPLIANT OR INCOMPLETE	X
	a) Request not adequately described or incomplete	x
	b) Request not linked to assessments or assessments not completed	x
	c) Request not linked to EMP, plan or SLO,PLO or ILO	x
	d) Report Incomplete	x
PRC Comments		

Form Revised 9.19.12

Reports determined to be "Non-Compliant" will be returned to the division member responsible. Reports must be resubmitted with needed changes to the Program Review Office. Requests will not move forward in the budget process if the report or request is Non-Compliant.