

Advisory Committee Minutes Fall 2019

Fire Academy

Vernon College – Century City Room 115

September 30, 2019 at 12:00pm

Rodney Ryalls - Chair

Jeremy Jennings - Vice Chair

Francisco Meza - Recorder

Members Present:

Jeremy Jennings, Jacksboro Fire Dept.

Rodney Ryalls, Burkburnett Fire Dept.

David Mounsey, Sheppard Fire Dept.

Noelle Garcia, WFFD

Francisco Meza, WFFD

Blake Gulley, WFFD

Kenny Hoffman, VC - AMR

Staff and Faculty Present:

Nick Long

Shana Drury

Mollie Williams

Nina Feldman

Holly Scheller

Chelsey Henry

Members Not Present:

J.J. Oznick, Vernon Fire Dept.

Donald Hughes, WFFD

Rodney Ryalls opened the discussion for new business:

Review program outcomes, assessment methods/results, and workplace competency:

Program outcomes:

1. Identify and understand the safety and orientation of the fire service.
2. Utilization, care, and maintenance of self-contained breathing apparatus.
3. Donning, doffing, and use of personal protective equipment.
4. Proficiency in fire behavior recognition.
5. Proficiency in use of water supplies.
6. Proficiency in use of ropes, knots, and hitches.
7. Proficiency in use of ladders and hoses.
8. Proficiency in use of portable extinguishers.
9. Application of proper rescue technique.
10. Demonstrate efficiency in and identify the use of Fire Streams.
11. Demonstrate knowledge and use of Fire Protection Systems.
12. Recognize and demonstrate Hazardous Materials mitigation skills.

Rodney Ryalls asked for a motion to approve program outcomes.

Francisco Meza made motion to approve program outcomes as presented.

Jeremy Jennings seconded the motion.

They motion to approve program outcomes passed.

Assessment methods and results:

Rodney Ryalls asked that the assessment methods and results be discussed and asked Mr. Downs to elaborate.

- 24 Exams
- 1 midterm
- 1 Final Exam
- 12 Skills Labs
- Texas Commission on Fire Protection Basic Fire Suppression state exam

Rodney Ryalls asked for a motion to approve the assessment methods and results as presented.

Blake Gulley made motion to approve the assessment methods and results as presented.

David Mounsey seconded the motion.

Their motion to approve program outcomes passed.

Workplace Competency:

Rodney Ryalls asked that the workplace competencies be discussed by Mrs. Feldman and the listed in detail in the tables below.

Texas Commission on Fire Protection (TCFP) certification for Basic Fire Suppression (four sections)

2018-2019 = 70% pass rate for first time takers. ALL students have retaken portions of the test that they failed and have passed for 100% pass rate for retakes.

FF1

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1 through 12	10	8 students ~ 80% 2 students ~ 70%	State licensure reporting. Required certification to work in the field.

FF2

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1 through 12	10	1 student ~ 90% 2 students ~ 80% 6 students ~ 70% 1 student below 70%	State licensure reporting. Required certification to work in the field.

HM Awareness

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1 through 12	10	2 students ~ 90% 7 students ~ 80% 1 students ~ 70%	State licensure reporting. Required certification to work in the field.

HM Ops

Program Outcome	Number of students who took course or licensure exam	Results per student	Use of results
1 through 12	10	4 students ~ 80% 3 students ~ 70% 3 students below 70%	State licensure reporting. Required certification to work in the field.

Rodney Ryalls asked for a motion to approve the workplace competencies.

Nick Long made motion to approve the workplace competencies.

Noelle Garcia seconded the motion.

They motion to approve program outcomes passed.

Review program curriculum/ courses/ degree plans

Rodney Ryalls asked that Mrs. Feldman discuss the breakdown of the Fire Academy Certificate.

**Basic Firefighter Academy, Certificate of Achievement
Continuing Education**

CIP 43.0203

Instructional Location - Century City Center

Probable Completion Time - 5 months

Requirements

<u>FIRS 1001</u>	Firefighter Certification I	64 Class Hours
<u>FIRS 1007</u>	Firefighter Certification II	64 Class Hours
<u>FIRS 1013</u>	Firefighter Certification III	64 Class Hours
<u>FIRS 1019</u>	Firefighter Certification IV	64 Class Hours

<u>FIRS 1023</u>	Firefighter Certification V	96 Class Hours
<u>FIRS 1029</u>	Firefighter Certification VI	64 Class Hours
<u>FIRS 1033</u>	Firefighter Certification VII	64 Class Hours
	Total Credit Hours:	480

[Verification of Workplace Competencies:](#)

Texas Commission on Fire Protection Certification Licensure Exam

FIRS 1001 Firefighter Certification I - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification II, III, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION (TCFP) *****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1007 Firefighter Certification II - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, III, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1013 Firefighter Certification III - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, IV, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1019 Firefighter Certification IV - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, V, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1023 Firefighter Certification V - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, VI, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1029 Firefighter Certification VI - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

FIRS 1033 Firefighter Certification VII - One in a series of courses in basic preparation for a new firefighter. Should be taken in conjunction with Firefighter Certification I, II, III, IV, V, and VII to satisfy the Texas Commission on Fire Protection (TCFP) curriculum for Basic Structural Fire Suppression, Course #100. *****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION*****

Demonstrate competencies, for subjects taught, set forth in the TCFP curriculum for Basic Fire Suppression.

Rodney Ryalls asked for a motion to approve the program revisions as presented.

Nick Long made motion to approve the program revisions as presented.

Francisco Meza seconded the motion.

They motion to approve program outcomes passed.

Review Secretary’s Commission on Achieving Necessary Skills (SCANS), General Education, and Program Outcomes Matrices

Rodney Ryalls asked Mr. Downs to lead the discussion on the SCANS, General Education, and Program Outcomes Matrices

SCANS Matrix: The SCANS (Secretary’s Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Fire Science/Firefighting									Credential: Certificate of Completion	
Award: Fire Science/Firefighting										
Cip: 43.0203										
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES										
SCANS COMPETENCIES								Course Number	Course Title	
1	2	3	4	5	6	7	8			
x	x		x	x	x	x	x	FIRS1001	Firefighter Certification I	
x	x	x	x	x	x	x	x	FIRS 1007	Firefighter Certification II	
x	x	x	x	x	x	x	x	FIRS 1013	Firefighter Certification III	
x	x	x	x	x	x	x	x	FIRS 1019	Firefighter Certification IV	
x	x		x	x	x	x	x	FIRS 1023	Firefighter Certification V	
x	x		x	x	x	x	x	FIRS 1029	Firefighter Certification VI	
x	x		x	x	x	x	x	FIRS 1033	Firefighter Certification VII	
							8.	BASIC USE OF COMPUTERS		
								7. WORKPLACE COMPETENCIES		
								6. PERSONAL QUALITIES		
								5. THINKING SKILLS		
								4. SPEAKING AND LISTENING		
								3. ARITHMETIC OR MATHEMATICS		
								2. WRITING		
								1. READING		

General Education Matrix: The General Education Matrix is state mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses.

Program: Fire Science/Firefighting						Credential: Certificate of Completion	
Award: Fire Science/Firefighting							
Cip: 42.0203							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X	X		X	X	X	FIRS 1001	Firefighter Certification I
X	X		X	X	X	FIRS 1007	Firefighter Certification II
X	X	X	X	X	X	FIRS 1013	Firefighter Certification III
X	X		X	X	X	FIRS 1019	Firefighter Certification IV
X	X		X	X	X	FIRS 1023	Firefighter Certification V
X	X		X	X	X	FIRS 1029	Firefighter Certification VI
X	X		X	X	X	FIRS 1033	Firefighter Certification VII
					6. Personal Responsibility		
				5. Social Responsibility			
		4. Teamwork					
	3. Empirical and Quantitative Skills						
2. Communication Skills							
1. Critical Thinking Skills							

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Fire Science/Firefighting												Credential: Certificate of Completion	
Award: Basic Fire Suppression Certification/Basic EMT Certification													
Cip: 43.0203													
LIST OF ALL COURSES REQUIRED AND OUTCOMES													
OUTCOMES												Course Title	
1	2	3	4	5	6	7	8	9	10	11	12		
X	X	X										FIRS 1001	Firefighter Certification I
	X	X	X	X								FIRS 1007	Firefighter Certification II
	X	X	X	X		X		X				FIRS 1013	Firefighter Certification III
	X	X	X	X		X	X	X				FIRS 1019	Firefighter Certification IV
	X	X	X	X	X	X	X	X	X	X		FIRS 1023	Firefighter Certification V
	X	X	X	X	X	X	X	X			X	FIRS 1029	Firefighter Certification VI
	X	X	X	X	X	X	X	X			X	FIRS 1033	Firefighter Certification VII
												12. Recognize and demonstrate Hazardous Materials mitigation skills.	
												11. Demonstrate knowledge and use of Fire Protection Systems.	
												10. Demonstrate efficiency in and identify the use of Fire Streams.	
												9. Application of proper rescue technique.	
												8. Proficiency in use of portable extinguishers.	
												7. Proficiency in use of ladders and hoses.	
												6. Proficiency in use of ropes, knots, and hitches.	
												5. Proficiency in use of water supplies.	
												4. Proficiency in fire behavior recognition.	
												3. Donning, doffing, and use of personal protective equipment.	
												2. Utilization, care, and maintenance of self-contained breathing apparatus.	
												1. Identify and understand the safety and orientation of the fire service.	

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Fire Science/Firefighting												Credential: Certificate of Completion
Award: Basic Fire Suppression Certification/Basic EMT Certification												
Cip: 43.0203												
LIST OF ALL COURSES REQUIRED AND OUTCOMES												
OUTCOMES												General Education Outcomes
1	2	3	4	5	6	7	8	9	10	11	12	
X	X		X	X	X	X	X	X	X	X	X	1. Critical Thinking Skills
X	X		X	X	X	X	X	X	X	X	X	2. Communication Skills
X				X	X	X			X	X	X	3. Empirical and Quantitative Skills
X	X		X	X	X	X		X	X	X	X	4. Teamwork
X	X	X	X	X	X	X	X	X	X	X	X	5. Social Responsibility
X	X	X	X	X	X	X	X	X	X	X	X	6. Personal Responsibility
												12. Recognize and demonstrate Hazardous Materials mitigation skills.
												11. Demonstrate knowledge and use of Fire Protection Systems.
												10. Demonstrate efficiency in and identify the use of Fire Streams.
												9. Application of proper rescue technique.
												8. Proficiency in use of portable extinguishers.
												7. Proficiency in use of ladders and hoses.
												6. Proficiency in use of ropes, knots, and hitches.
												5. Proficiency in use of water supplies.
												4. Proficiency in fire behavior recognition.
												3. Donning, doffing, and use of personal protective equipment.
												2. Utilization, care, and maintenance of self-contained breathing apparatus.
												1. Identify and understand the safety and orientation of the fire service.

Rodney Ryalls opened it up for discussion on the SCANS, General Education, and Program Matrices.

There was discussion about whether the students have to do any testing to begin the program, to prove that they are capable of completing the program. Mrs. Feldman answered that question by stating that they students do take the Acuplacer test which is the closest we could find to the

testing they do at the Wichita Falls Fire Academy. They do not have a minimum score as of right now, however they do use it to help guide the students in areas they may need extra help.

A question was posed of the possibility of adding a minimum score requirement if we see that students that are not passing the test and then not passing the final test.

Mr. Long discussed a test for students to enter the program. Mrs. Drury stated that at a Level I Certificate they could have a test but they would not be able to set a minimum. The only way to do that is at a Level II certificate. The advisory committee can make the decision to have a minimum cut score on an Acuplacer exam.

A question was asked about the General Education Matrix and how often those are changed. Mrs. Drury stated those are not changed and they are documented yearly. However, the Program Outcome Matrix is mandates that this committee can change if a change needs to be made. If the change was made at this meeting it would not be put into place until the next fall classes.

Rodney Ryalls asked for a motion to approve the matrices as presented.

Blake Gulley made motion to approve the matrices as presented.

David Mounsey seconded the motion.

They motion to approve program outcomes passed.

Program Statistics:

- Program Statistics
 - Graduates 2018-2019: 10 Completers
 - Enrollment Summer 2018: N/A
 - Majors Fall 2019-2020: N/A
 - Enrollment Fall 2019: N/A October 14th will begin new Academy. Enrollment will be available at that point.

Mr. Downs discussed that there are 13 possible enrollments for the fall.

A question was posed about veteran benefits being used to pay for the Academy. The answer is yes but for the fall academy we have not had a chance to have the program approved through the VA. Mrs. Feldman did mention that Hazlewood would be able to use that benefit for the next academy.

Local Demand:

Jimmy will have 1 possibly 2 openings.

David has several but they would need extra certifications such as IFSAK seals.

Rodney Ryalls says there is some constant turnover and states that it is defiantly needed.

Rusty Downs probably within the next 2 years they will have a large amount of retirements.

Evaluation of the facilities, equipment, and technology. Recommendation for acquisition of new equipment and technology.

External learning experiences, employment, and placement opportunities

1. Wichita Falls Fire Department (7 hired from 2018-2019 Academy)
2. EMT (1 working as EMT in Oklahoma)
3. Two not aware of situation

Placement Rate of Program Completers by Reporting Year [1]			
Program	2018-2019		
	Plc	Cmp	%
43020000-Fire Protection	80%	10/11	91%

Rodney Ryalls opened the meeting for discussion of employment and placement.

Professional development of faculty and recommendations:

We have transitioned to a new Fire Coordinator, Rusty Downs who officially took on the title as of August 6, 2019 for Vernon College. Rusty completed Instructor III certification on July 31, 2019.

Rodney Ryalls opened the meeting for discussion on faculty development of faculty and recommendations.

Promotion and publicity (recruiting) about the program to the community and to business and industry:

- Facebook
- Literature, brochures, fliers
- KFDX morning show
- Region IX senior send off
- Region IX GED classes
- Career Expo – Workforce
- Early College Start Coordinator Melissa Moore mentions in high school visits
- Rachel White mentions during recruitment events
- Preview Day
- Spring Fest at Vernon College
- **New program video will be shot in fall 2019!!!**

Serving students from special populations:

Rodney Ryalls asked if anyone had any comments or questions about the serving of students with special populations.

1. individuals with disabilities;
2. individuals from economically disadvantaged families, including foster children;
3. individuals preparing for non-traditional fields;


For 2018-2019 we had 11 Male students enrolled. 10 completed and 9 passed the state test.

4. single parents, including single pregnant women;
5. displaced homemakers; and
6. individuals with limited English proficiency

Rodney Ryalls asked if anyone had any further discussion.

It was discussed to get more of the twelve county service area represented at the Advisory Committee meetings to possibly help get the word out about the Vernon College Fire Academy.

Adjourn at 1:18PM

Recorder Signature: 	Date: 6-22-20	Next Meeting: Fall 2020
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