

# **BAKERSFIELD COLLEGE**

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**Public Safety Training Programs**

**September 14, 2018**

**Fire Training - Paramedic Training - Law Enforcement Training Academy**

**2-YEAR PROGRAM REVIEW**



**Dr. Tommy W. Tunson**

**Program Director**

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## **Program Name: Public Safety Training Programs**

### **Bakersfield College Mission Statement:**

Bakersfield College provides educational opportunities for students from diverse economic, cultural, and educational backgrounds to enhance their lives. These opportunities include Associate and Baccalaureate degrees as well as certificates, workplace skills, and preparation for transfer. Our rigorous and supportive learning environment fosters students' abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.

### **Program Mission Statement**

“The career pathway in Public Safety Career fields are innovating, contemporary and provide students with a true vision of excitement, self-achievement, and a profound feeling of accomplishment. Firefighters, Law Enforcement Officers, and Paramedics have always been the careers of choice sought by many. We are committed to the community through our student centric focus in higher education learning environment for tomorrow's leaders.

### **Program Support of Bakersfield College Mission**

The purpose of this review is to facilitate continuous academic improvement in the Public Safety Training Program at Bakersfield College. Stakeholder input and feedback is critical to the relevant and practical application of Public Safety principles. The contents of this Program Review Report will provide a strategic planning tool to align Institutional Learning Outcomes, Program Learning Outcomes, and Course Student Learning Outcomes.

Program development, quality enhancement, and future vision are tenets in the evolution of Public Safety Training Programs. Support and alignment of goals are accomplished through internal program initiatives focused on student success in the Fire, Police, and Paramedic training programs.

### **Degree/Certificate Programs**

Fire Technology, Associate of Arts  
 Wildland Firefighting, Associate of Science  
 Paramedic Program, Associate of Science  
 Executive Chief Fire Officer Certificate of Achievement  
 Fire Fighter I Academy Certificate of Achievement  
 Fire Technology Certificate of Achievement  
 Fire Academy: Job Skills Certificate  
 Wildland Firefighting: Job Skills Certificate

### **Institutional Learning Outcomes (ILO's)**

1. Think: Think critically and evaluate sources and information for validity and usefulness.
2. Communicate: Communicate effectively in both written and oral forms.
3. Demonstrate: Demonstrate competency in a field of knowledge or with job-related skills.
4. Engage: Engage productively in all levels of society – interpersonal, community, the state and the nation, and the world.

### **Progress on Program Goals, Future Goals, and Action Plans:**

**A. Action plan for each goal** and the **steps to completing** the goal is listed. The timeline and institutional goals to be advanced upon completion of each goal is recorded.

#### **1. Program Goal: Strengthen career pathway guidance for students**

**Institutional Goal: Demonstrate competency in a field of knowledge or with job-related skills.**

##### **Status Update: Action Plan**

Establish pre-academy workshops for all career paths; Police-Fire-Paramedic. Develop certificate of achievement for Police Academy program students. The certificate process was discussed with program review and curriculum committee personnel in order to obtain directional recommendation and guidance.

**Progress on goal achievement:** This goal was discussed in our department meetings and public safety pathway meetings. The certificate of achievement request must undergo the traditional curriculum committee, compliance process. Faculty, staff, and the area Dean carefully review these public safety disciplines.

#### **2. Program Goal: Review of Curriculum Mapping in Public Safety Training Programs**

**Institutional Goal: Think critically and evaluate sources and information for validity and usefulness.**

**Status Update: Action Plan:** Align our (CSLOs/PLOs/ILOs) with similarly situated community colleges to increase efficiency enrollment, retention, and completion. A review of all program mapping is underway to ensure alignment. The instructors in the public safety disciplines are reviewing the Course Student Learning Outcomes for alignment with the Program Learning Outcomes. I am reviewing the CSLOs and PLOs for alignment with the Institutional Learning Outcomes and making positive progress.

##### **Progress on goal achievement:**

The complexity of aligning and mapping the courses is continuing. The faculty instructors understand the importance of this process. They continue the due diligence in the accomplishment of this goal.

**B. Program goals for the next three years (Specific and measurable). Each program goal supports the College's strategic goals. List the institutional goals from the Bakersfield College Strategic Plan that will be advanced upon completion of this goal? (Student Learning, Student Progression and Completion, Facilities, Leadership and Engagement).**

**1. Future Program Goal:** Improve Student Learning Outcome assessment through increased assessment training for Instructors.

### **Institutional Strategic Plan: Student Progression and Completion**

**Action Plan:** Emphasize the importance of Math & English enrollment in the first year of Public Safety Training Degree Programs. “Students first competent education always.” This includes updating social electronic technology and audio-visual education. Guidance has been provided to Instructors regarding effective communication in every class which includes reviewing CSLOs with students.

**Lead person for this goal:** Tommy Tunson

### **2. Future Program Goal: Reorganize & Restructure Public Safety Training Department:**

#### **Institutional Strategic Plan: Leadership and Engagement**

**Action Plan:** To enhance the delivery of increased academic services, growth and development in public safety career fields keeping up with the National, State, and local trends. Our program provides this service and by analyzing and researching the job market, public safety training courses are tailored to meet the challenges of 21<sup>st</sup> Century Public Safety Career Pathways. This includes increasing the teaching and classified staff positions, substantially enhance this goal. The addition of support staff personnel, DA-II or DA-III, will provide the resource capability to operate efficiently, effectively, and consistently to accomplish our program goals.

**Lead person for this goal:** Tommy Tunson

#### **3-Year Program Analysis**

An analysis of how the outcome assessments impact program planning. PLOs and AUOs alignment with and mapping to ILOs. Engagement in collegial dialog about SLOs, and how projects or objectives impact student equity.

#### **Trend Data**

##### **1. Report on any unexpected changes or challenges that your program encountered this cycle.**

Since the last ISER report in 2012 there has been a substantial increase in the size of the program in concert with the name change. The former program name was Fire Technology in the evolution of education and career pathways, the new program name is Public Safety Training Programs.

The former department (Fire Technology) transformed from strictly fire training operations to Emergency Medical Services (EMS) which includes the Paramedic Program and Emergency Medical Technicians (EMT).

The new program added a Police Academy course for Bakersfield College and Bakersfield City Police Department. The California Peace Officer Standards Training (POST) in Sacramento certifies the police academy.

The announcement of the approval of Measure J funding has impacted public safety training in a positive manner. The funding approval included the building of a new Bakersfield College Public Safety Training Facility. Although the building is several years away, it is a positive vision for this program.

## **2. How does your trend data (or other data your area collects) impact the decision making process for your program?**

The program enrollment increases and the expansion of the additional two career pathways greatly enhance program stability. As a result, two additional advisory groups have been established, Law Enforcement & Paramedic groups. Both provide subject input and feedback on the Public Safety Program Training courses, degrees, and curriculum.

The increase enrollment has a positive impact on the student population in these three career fields. As a result, our department requires additional classroom locations, instructors to cover the specialized courses, and classified staff to support the increased student populations. The law enforcement and Paramedic programs are new, yet, have a high probability of students transitioning into these career pathways.

The potential for academic development in public safety training is substantial. It is our mission to ensure a “rigorous supportive learning environment, fosters students’ abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.”

## **3. Evidence of Department Dialog of data**

Review of data with members of your department, attach documentation of your discussion. **Documentation can come in the form of minutes from meetings or retreats, email dialog or any other ways that show substantive discussion. (See Appendix A)**

The dissemination of collegiate information within our department enhances our delivery of competent academic services to the student population. We accomplish this through advisory and department meetings. The Public Safety Training Department emerged from the Fire Technology Program in July 2018 and is still transitioning. Information on ISER, program and curriculum development, and student learning outcomes are just a few of the topics discussed in our meetings. In addition to the meetings, email discussions and dissemination of information is a valuable means of communicating to all department members and students. **(See Appendix A)**

## **4. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle?**

There have been an increase in student demographics in our career pathways. The numbers are increasing for student minority groups. **(See(See Attachment 8-Trend data)**

## **5. Were there any changes to student success and retention rates for face-to-face and online courses? (Instructional)**

Yes, as a result of the increased numbers enrolling in the Fire, EMS-Paramedic programs, the graduation rates have also increased. (**Attachment 8-Trend Data**)

## 6. Equity gaps

**Look for large differences, or gaps, between top performing groups and others. Consider how you could identify the reasons behind these gaps, and if there are changes to reduce them. For in depth review of equity issues, and on changes that are being made campus-wide, please refer to the current [Bakersfield College Student Equity Plan](#).**

Bakersfield College's 2015-2018 Student Equity Plan is arranged into five primary sections representing the success indicators: Access, Course Completion, ESL & Basic Skills Completion, Degree & Certificate Completion, and Transfer. Within each section, readers will find goals for target populations determined by extensive research and paired with associated activities to move the dial on their success. (**See Attachment 8-Trend Data**)

**7. Please describe any recent achievements of your department, including but not limited to faculty who have won awards or distinctions, new projects your department has implemented, professional development work, professional conference presentations or recently published work.**

Measure J Bond was passed in November 2016, the \$503 million dollar bond provided BC with funding and the ability to physically expand the BC footprint in Kern County. A portion of this bond was allocated for the building of a Public Safety Instructional Facility, about 25M. The purpose of the new facility is to provide a regional training facility to future BC students and Kern County Public Safety Officials. We are still conceptualizing the structural design, location, and operational resources necessary for a complete state of the art BC, Public Safety Training Facility. The actual building of the BC facility is forecasted from five to seven years in the future or further.

**8. The college has embarked on significant efforts such as Guided Pathways, affinity groups and completion coaching communities to improve the success and completion rates of our students. Please describe what your program/department/office is doing to contribute to these efforts.**

Public Safety Training has been directly involved with Guided Pathways, Affinity Groups and Completion Coaching, which has positively impacted our students and college. We have a Completion Team made up of faculty, support services like, counseling, writing center, Dual Enrollment, Testing and Placement Center. We create important messages that are sent out each week to all of our students who have chosen Public Safety Training as their major. The messages are related to important items, making sure they complete English and Math their first semester, making sure they enroll in 15 units each semester, last day to enroll in a class, completing their matriculation, and also making sure they have their SEP completed.

We participate in College Career Day, Freshman Open House, visit area high schools each semester to speak with all high schools students about our programs, EMT, Paramedic, Police Academy, and Fire Tech courses including the fire academy. We are gearing up for our first Public Safety Career Expo scheduled for October 10<sup>th</sup> with over 63 agencies registered to come and provide information to our students and Bakersfield and Kern County Communities at large. We are expecting 5000 to attend this event.

### **9. Explain your role if you are involved in Dual Enrollment, Inmate Education, or Rural Initiatives.**

The Public Safety Training Program is directly involved in the Dual Enrollment program, but has supported the program with our faculty staff instructors. Public Safety Training Programs participates in the Dual Enrollment with our ROC Program at the Kern High School District, under the then local Fire Chief, Gary Frank. During his three years, an EMR (Emergency Medical Responder) course was developed. Several EMR courses have been implemented in partnership with the EMR Program.

About two years ago Public Safety Training Programs reached out to our Inmate Education Services here at BC and asked if they had any training needs in the prison system. We were told they did and gave us contact info at Kern Valley Prison in Wasco. We met with the Fire Chief with the Wasco State Prison and he started telling us he had needs for training all of his staff in BLS Healthcare Provider CPR Course and also train the Inmates Firefighters in the EMR Course. Within the next 30 days our team had taught CPR to over 12 staff members including five Inmate Firefighters.

We came back a month later and taught our 54 hour EMR Course to the five Inmate Firefighters. We have continued with our relationship with Wasco State Prison and are getting ready to teach renewal CPR Classes this Spring.

We are developing a plan to become directly involved through outreach to local area high schools. Representatives from the Fire, Police, and Paramedic/EMT programs understand the importance and will provide guidance to students.

The Public Safety Training Program is directly involved with the Inmate Education program through providing Fire and Paramedic instructors to the various institutions. There are special and unique requirements for instructors teaching within correctional facilities.

As the Public Safety Training Program expands to the high schools, the natural progression is to the rural areas as well, like Arvin, Shafter, Delano, McFarland, and Wasco. We will establish an outreach program whereby each of our disciplines will provide mentoring and motivation to the rural communities.

The Police Academy Training Program just came online within our program in 2018. There is not enough data to data to analyze and contrast at this point. We will provide trend data on this program in the future.



**Analysis of Received Resources from Previous Cycle. Discuss the type of resources the program has received and the impact on program effectiveness.**

**10. Facilities:**

If your program received a building remodel or renovation, additional furniture or beyond routine maintenance, please explain how this request or requests impacts your program and helps contribute to student success.

1. Space Allocation- As the program enrollment increases, additional space is needed to accommodate students, instructors, and classified staff.
2. Renovation- Again, this will depend on whether or not the new facility becomes reality. In the meantime, major renovation in the area of technology is needed.
3. Furniture – Requesting and allocating office material will be addressed as increased planning occurs for the new facility. In the meantime, some additional tables and chairs for the Weill Institute may be needed.
4. Other- Increased classrooms, auditoriums, and additional **classified staff**.
5. Beyond Routine Maintenance-The current level of support is satisfactory and at times exceeds the standard.

**11. Technology:**

*If your program received technology (audio/visual – projectors, TV's, document cameras) and computers, how does the technology impact your program and help contribute to student success?*

1. Replacement Technology- The current classrooms require tech updating in the area of state of the art projectors and monitors.
2. New Technology-Increased software and hardware to enhance enrollment, registration, and student learning in the classroom.
3. Software –Increased and more efficient (faster) software in course preparations.
4. Other Additional resources and supplies are determined by whether or not the department moves to the new location or remains at the Weill Institute.

**Conclusion:**

This Program Review provides strategic direction through internal program initiatives focused on student success is to facilitate continuous academic improvement in the Public Safety Training Program at Bakersfield College. Stakeholder input and feedback is critical to the relevant and practical application of public safety principles. The mapping of Institutional Learning Outcomes and Program Learning Outcomes enhance student learning. The Public Safety Training Program is reflective of BC's mission to provide focus on student success. This program is illustrative of the career path development reflective nationwide in the fields of Fire, Police, and EMS. Program development, quality enhancement, and critical thinking are tenets of Public Safety Training. Our strategic mission mirrors and exemplifies the mission of Bakersfield College. Our Public Safety Training Program, is designed to enhance and promote growth in public safety career pathways, and best practices in the Public Safety Professions.

## Appendix A1

### Department Dialog (meetings)

**April 18, 2018**

Memorandum: Public Safety Department Meeting

#### 1. Introductions

Present for the meeting: AJ, Christine, Ryan, Glenn, Karen, Brent, Don. Everyone explained their collateral assignments/committees they performed.

#### 2. Area Functionality Summary

##### Fire:

**Glenn-** Teaches B6 & the upcoming B66 course at the prison and the need for textbooks. He is involved in Summer Bridge, Academic Senate, and Public Safety Pathways.

**Don-**Teaches 5-classes and is involved in Summer Bridge, Public Safety Committee, & Public Safety Pathways.

##### EMS:

**Brent-** Teaches B72 & B85 In-service Fire course. He is involved in Public Safety Pathways, Co-Chair of the Public Safety Committee. Brent has conducted training in the outlying County Fire Department, in Kern County. This training has required substantial travel, costs, and time.

**Christine-** Teaches B11 & B12 classes, a total of 4-classes. He is involved in FCDC, CTE, Public Safety Career Pathways, Curriculum Committee, EMS Internal Department Committee, and the Accreditation Committee.

**Jana-** Teaches 7-classes and is on the Assessment Sub-Committee, Accreditation Committee, and Public Safety Pathways

##### Police

**Sgt Ryan Kyroeker-** BPD Manager of the Basic Police Academy, B72. Started academy class with (31) candidates, currently there are (20) candidates/students. The next police academy is scheduled for November 2018. Recruiting for this class has begun.

#### 3. Future Events- Tabled, not discussed

#### 4. Projects

- a. **Yearly Training Calendar-** Will begin working on this in May. The purpose is to perform advance planning for all courses in Fire, Police, & EMS. Goal is to eliminate last minute course modifications.
- b. **Budget Development-** Goal is to plan in advance budgetary items and establish a concrete department budget plan. To have all department members provide input to the budget process.

## Appendix A1. Department Dialog (Meetings)

### Public Safety Department Area Meeting Minutes

c. **Purchasing & Logistics**- Important to understand the process which Karen will continue to perform.

#### 5. Department Vision

The goal is to streamline operations and the Public Safety Department function as one “Team”.

#### 6. Curriculum Summary

Everyone requested to provide Tommy with a short summary on the courses & the degree programs in each of the disciplines, Fire, Police, and EMS

#### 7. Roundtable

Don is concerned on the number of classes to evaluate in the Fire Technology curriculum. Don was asked by Tim to evaluate the courses. This is an extensive task and he has not received training to perform this task.

#### June 13, 2018 2:00 PM

Present: Tommy, Brent, Christine, Jana, Don, Karen

Tommy reported on the October Accreditation visit. Preparing for that visit is Tommy’s main objective. He wants our department faculty and staff to know and understand the Mission Statement and Core Values of BC. Tommy shared his thoughts on a Department Work Plan with 7-listed goals. Tommy asked all faculty to develop and submit a work plan by end of July.

Projects we discussed other items.

- If faculty have budget requests, put them in writing for justification & they will be reviewed.
- Training will be planned for all instructors, especially Adjunct & P.E. on SLO’s and assessment. Will focus on eLumen training, TBD
- Department Retreat – July or August, date, time, location TBD
- Brent is working with Earl on website updates.
- Everyone asked for input on developing a Public Safety Training Department Mission Statement

Roundtable

Need Advisory Meeting for Paramedic Program. Jana suggested EMS (Quality Improvement Meeting) / June 21? At 3:30. Possibility of meeting the requirement for the program Advisory Meeting.

Next Department Meeting: Wednesday, July 11 @ 2pm

## **Appendix A2**

### **Department Dialog (Meetings)**

**July meeting cancelled due to summer break, staff on vacation, and fire season.**

#### **B3. Department Meeting**

#### **Public Safety Training Program Area Meeting Agenda**

**August 15, 2018**

#### **8. Course Training Guidance**

- a. Syllabus
- b. Student Learning Outcome Assessments
- c. Canvas: Entering Grades: BanWeb-Submitting grades
- d. Keeping weekly attendance
- e. Elumen

#### **9. October Accreditation Visit (October 1-4, 2018)**

- a. Program Review
- b. Institutional Self-Evaluation Report (ISER)-226 pages, work plans must align with the report. Accrediting Commission for Community & Junior Colleges (ACCJC)
- c. Core Values of BC – Learning, Integrity, Diversity, Community, Sustainability, Wellness
- d. PS Training Program Work Plan-Strategic Direction & Initiatives (sub-categories for work plans)
- e. Career Pathways-strategic direction, guided pathways, core values, student success
- f. Demographics: Students-33,000-Employees-1021-(Managers-74) (Faculty-312) (Classified-635)

#### **10. Projects**

- d. Adjunct / P.E. SLO training
- e. Department Retreat
- f. Substantial construction on main campus, parking will be seriously disrupted
- g. Review BC online as frequently as possible for updated information
- h. Class assignments

#### **11. Roundtable & Next meeting date**

## **Appendix A3**

### **Department Dialog (Meetings)**

#### **B4. Olive Drive Fire Training Facility (ODFTF) Meeting**

Advisory Board Meeting Agenda

June 2018

Introductions:

Members Present:

1. Review Budgets
  - a. GUOO
  - b. CEO89
  - c. Contact Hours
2. Major Projects
  - a. Pavement
  - b. Replacement of Equipment
3. Yearly Training Calendar
4. Web-time entries
5. Course Instruction (B1 at Wasco)
6. Round Table
7. Next Meeting

## **Appendix A4 Olive Drive Fire Training Facility (ODFTF) Meeting Advisory Board Meeting Agenda**

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8-29-17

Members present: Tim Capehart, Cindy Collier, Chief Bias, Janet Mason, Chief Shoemaker, Chief Hartley, and Chief Martinusen.

1. Go over the budgets.
  - a. Gu00 and CEO89, and contact hours
2. Discuss the pre-requisite of EMT/EMR for the spring academy.
  - a. Will we accept EMR/EMT as long as they can show proof of a passing grade before, before start of Academy in January?
  - b. Do you think we should offer a second EMR class after the current one completes on 10-12-17?
3. Discuss the adoption of Target Solutions
  - a. Discuss the presentation made by target Solutions
  - b. Dean Mosley gave his approval to move forward
  - c. Discuss curriculum implementation timeline
  - d. Discuss having city and county station captains completing the paper work for PE, and one training captain from both agencies getting approved as an adjunct faculty member to be the instructor or record for the b66 online class.
  - e. Discuss the total cost of both agency
  - f. Take a vote to see if the committee wants to move forward
4. Discussion on the Internship program
  - a. Details on how it works
  - b. Cost to students
  - c. Implementation of the course
  - d. Vote on moving forward
5. Discuss the price quotes for repaving
  - a. Phase 1 \$387,000
  - b. Phase 2 \$245,000
  - c. Phase 3 101,000
  - d. Discuss the impact on the CEO89 budget
  - e. Take a vote on moving forward
6. Discuss the out of state student in the current academy
  - a. He is currently not registered, do you want me to get him registered?
  - b. Know registration will be higher for all the other SFM courses as well.
7. Discuss academies, and their hours.

**Appendix B Proposed Organization Chart**

**Current Design Chart**

A proposed personnel needs requirement to meet the increased development of the program. (See Attachment x on Faculty & Classified Personnel requests)

