Curriculum Committee Policy: New Programs & Program Substantial Changes

The Curriculum Committee has approved the following procedure for development of new programs and programs requiring substantial change, inclusive of the development of new courses for said programs. The goal of this policy is to aid faculty in the development process for new programs. Approval of this plan by the curriculum committee is not a guarantee of program approval, but does allow faculty to verify that a request for a new or substantially modified program is feasible before they begin the substantial work of developing courses. It also provides an opportunity for collaboration and feedback on new curriculum from across the District, ensuring that new curriculum proposals take the District's wide range of existing resources into account.

If a faculty member plans to develop a new program, or make substantial modifications to an existing program, meeting one or more of the criteria below, then the program must be presented to the curriculum committee *prior to* development of new courses intended for that program.

A. New programs (degrees and certificates of achievement, completion, or competency) requiring the following (any new programs required by state or other mandates are exempt from this policy):
   a. Development of one or more new courses.
   b. The creation of a new department designation for courses (eg. ENGL, ARCH, AUTO, etc).
   c. Additional district resources (new faculty, equipment, etc), without which the new program cannot be implemented.

B. Substantial modifications to an existing program that require one of the following:
   a. Development of one or more new or substantially modified courses that changes the focus of the degree.
   b. The creation of a new department designation for courses (EG: ENGL, ARCH, AUTO, etc).
   c. Additional district resources (new faculty, equipment, etc), without which the program modifications cannot be implemented.

In order to present the program to the curriculum committee, faculty should complete the attached form. Forms must be completed and submitted to the Curriculum Coordinator no later than 72 hours prior to the desired curriculum committee meeting date in order to be presented as part of that meetings' agenda. The curriculum committee will not review incomplete proposals, including those lacking the necessary signatures of support.

New Programs & Program Substantial Changes Form

New programs and program substantial changes meeting the criteria in Curriculum Committee Policy 20170301-1 must be presented to the committee for an initial review and vote before new courses are developed. This form must be completed, with all signatures, and submitted to the Curriculum Coordinator no later than 72 hours prior to the meeting indicated in order to be scheduled for presentation. If you have any questions regarding the contents of this form, please contact the Curriculum Coordinator or your division's Curriculum Representative for assistance.

1. This proposal is for a (check one): ☑*New Program* ☐*Substantial Change to an Existing Program* in the Public Safety _____ Division.

2. The proposal meets the following criteria (check all that apply):
   ☑ It requires the development of one or more new courses
   ☐ It requires the creation of a new department designation for courses (EG: ENGL, ARCH, AUTO, etc).
   ☐ It requires additional district resources (new faculty, equipment, etc), without which the program cannot be implemented.

3. Briefly describe the proposed new or modified program:

A two year AS degree in Paramedic is the next step needed at COS to allow our EMT students and Fire Technology students to increase their employability. All Fire Departments in our service region now require their Firefighters to have a paramedic degree/license, as 80%of the services calls are health related.

The proposed Paramedic program would be fast paced in modules beginning in summer.
Summer 1: Applied Anatomy/Physiology - 4 units; Paramedic Preparation - 4 units (2023)
Summer/Fall: Paramedic Theory - 14 units (2023)
Fall/Spring: Paramedic Field Internship - 12 units (2023/2024)

4. Describe the program goals for the new or modified program. Be specific as to transfer and/ or occupational goals (Narrative Item 1):

Program goals
1. Recruit a diverse applicant pool
2. Utililze prerequistes to ensure student success in the Paramedic program
3. Graduate up to 24 Paramedic each Spring starting Spring 2024
4. Pass rate on nationla level skills demonstration of at least 90%.
5. Employment rate at 90% of those seeking Paramedic or Fire-medic jobs within 6 months of completion.

5. Describe how this new or modified program will fulfill the mission of the college. How does the new or modified program fit the District's master plan? How does it directly support our region? (Narrative Item 4):

The Paramedic program would increase the employability of the Fire Academy graduates which meets the mission of the college to provide the local workforce needs of Kings and Tulare County first responders.
The new program would align with the strategic goal on increasing enrollment at the college, specifically the Hanford Center.
This new program is being developed at the request of Visalia Fire Department and local ambulance companies.

Saddleback CC has been offering a hyrbrid Paramedic program in our service region for one year, with COS permission until we could develop our own. This confirms industry need.

6. Describe the courses that will be developed for the program. Provide draft titles for each, with a one-sentence description of their proposed content (Narrative Item 3).

Summer - first four weeks:
1. Applied Anatomy & Physiology 4 Units (new course); 4 hours lecture/; If a student has not completed Anatomy and Physiology through the curriculum process, this course is designed to prepare Paramedic students. This course is designed for students seeking to enter the paramedic education program in the near future but have not taken Anatomy and Physiology.
Summer - second four weeks:
2. Paramedic Preparation 4 Units (new course); 4 hours lecture Prerequisite: Current EMT certification Designed for currently certified EMTs seeking to enter a paramedic education program in the near future.
Summer/Fall
3. Paramedic Theory; 14 Units 14 hours lecture Prerequisite: High school graduation or GED, current EMT-B certification background check, CPR certification, and official admission to the paramedic program.
Fall/Spring
4. Paramedic Field Internship; 12 Units; 36 hours lab; Prerequisite: PM 220 and PM 230 Under the direct supervision and evaluation of a licensed paramedic, students will complete a field internship experience on a designated advanced life support unit.

7. Please describe any similar programs at COS or in our service area. How will this program fit at COS and avoid duplicating existing resources? (Narrative Items 6 & 7)

WHCL has a Paramedic program that follows the traditional academic calendar.

The COS Paramedic program woudl be faster paced with focus on training Fire-medics, and it provides a full guided pathway.

EMT job openings are numerous since the hours are long with lower than average pay; a Paramedic program at COS would at the next step in specialization in the First Responder/Public Safety pathway.

Additionally, it provides an alternative to nursing for many of the pre-RN students who will not succeed in getting in the COS RN program. Provides a pathway option into Paramedic health care career.

8. If this is a CTE program, please describe how it fits an occupational need for this area, and summarize the relevant labor market information.

Yes, CTE program.

2022 Labor Market data from the Centers of Excellence/Chancellor's office

EMT/Paramedic will have a 20% increase in annual job openings; job openings will increase from 1,466 per year/2020 to 1,756 per year/2025.

Firefighter job openings will be increased by 6% over the next 5 years; job openings will increased from 1,702 per year/2020 to 1,798 per year/2025.

Currently COS Firefighters cannot become employed in the local area unless they obtain their Paramedic from another college.

The goal is to provide the completet EMT/Paramedic/Fire-medic pathwat at COS.

9. If this program requires a new department designation for courses, describe why this is necessary, list the appropriate faculty service area for the department, and indicate how faculty teaching these courses will be credentialed.

Recommended it is placed in the Public Safety Division housed at Hanford campus.

It will require at least one full time faculty/director; 4-6 adjunct to cover lab and internship hours. Additionally a medical director would be hired at the approximate cost of $12,000/year to supervise and sign off on clinical skills performed in the ER and surgical suites/air way intubation, etc.

Equipment will be secured through the SW 6, 7 grants; additionally for the first 3 year, faculty costs could be charged to the grant. After 3 years, the faculty position would need to be institutionalized. Ongoign equipment, professional devlepment and training could be provided with VTEA/Perkins funds.

10. If you are requesting new resources, list them here with any applicable costs and a justification of their necessity. This table should include any external regulations or accreditation requirements the program will be required to meet:

Resource	Cost	Justification
Full time Paramedic facuty and program coordinator.	$150,000/yr (100,000 salary; 50,00 benefits)	Required for outside accreditation
Medical Director	$12,000-15,000/yr	Required for outside accreditation
Adjunct faculty	$100,000/yr (4x $25,000 per year)	To meet student demand in labs, clinical experiences
Equipment		

Curriculum Committee Policy Number: 20170301-2

In addition to the above, please attach any relevant documents you would like the committee to review, including but not limited to course summaries, program outlines, labor market data, advisory committee meeting minutes. Prior to submission to the Curriculum Committee, this proposal should be discussed and approved by your Division, with relevant signatures collected below. The proposing faculty member or a designated representative should be prepared to attend the curriculum committee meeting on 04/12/22 and present the above to the committee, with time to address any questions.

Jeremy Church
Jeremy Church (Apr 25, 2022 17:53 PDT)

Proposed By (Faculty Member)   Date

Anne Morris (Apr 26, 2022 09:09 PDT)

Curriculum Representative   Date

Anne Morris (Apr 26, 2022 09:09 PDT)

Division Chair   Date

Jonha Schengel (Apr 26, 2022 09:32 PDT)

Dean   Date

Paramedic NEW program Curriculum proposal

Final Audit Report   2022-04-26

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