**Unit Strategic Plan**

**2015 - 2017**

**Name of Program/Department: Fire Science**

**Mission Statement (for the program or department):**

The mission of the Fire Science Program at Jefferson State Community College is to prepare fire service personnel to operate in a safe and effective manner utilizing the latest accepted strategies and tactics. The Fire Science Program will develop students to assume leadership roles in emergency services advancing the philosophy that experience and education allows a firefighter to most effectively provide life and property saving public service.

**Summary of Access, Productivity and Effectiveness (Including, but not limited to, program load, success rate, retention rate, completion rate, employer surveys, student surveys):**

Analysis of data from the Student Profile Data Report by CIP code provided by IRIR show that headcounts of students enrolled in the Fire Science program have declined over the last year.

The fire science program has maintained its online offerings. Student loads in individual for-credit classes have declined during the last year. The number of awards/degrees conferred is at acceptable levels but have shown a corresponding decline in number over the last two years. Students enrolled in the program are typically already employed in the fire service field which results in 90 to 100% response rate on follow-up surveys on graduates’ employment status. The program has to ensure that it continues to aggressively recruit students and seek out ways to increase access to accommodate the work schedules of its largest recruitment population. This is particularly important given the high number of graduates in the program, and the headcount trend of students enrolled in the program.

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| **Headcounts for Fire Science** |
| 43.0202 Fire Science  | Summer 2013 – Spring 2014 | Summer 2014 – Spring 2015 |
|  | 58 | 38 |

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| **Number of Awards/Degrees Conferred** |
|  | Summer 2011-Spring 2012 | Summer 2012-Spring 2013 | Summer 2013-Spring 2014 | Summer 2014-Spring 2015 |
| 43.0202 Fire Science | 20 | 50 | 30 | 30 |

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| **Credit Hour Production Totals** |
|  | Summer 2013-Spring 2014 | Summer 2014-Spring 2015 |
| 43.0202 Fire Science | 174 | 114 |

**Internal Conditions:**

1. **Technology**

Lecture classrooms currently employ the use of a laptop and PowerPoint projector utilizing prepackaged current edition materials designed for classroom instruction in a given subject. The prepackaged PowerPoint material is subject to revision on a five-year cycle that parallels the National Fire Protection Administration standard that is linked to the particular material. The computer lab within the building can be utilized by Fire Science students on a shared basis with Construction and Building Science, Veterinary Technology, and Funeral Services Education programs. The majority of classes in Fire Science is internet-based and taught using the blackboard platform. Faculty computers are currently sufficient for the delivery of distance education using this platform. However, the need for a laptop with docking station will be required to assist the program in meeting future needs of its online/internet class offerings.

1. **Budget**

The budget for classroom and office supplies is currently sufficient. Teaching texts, support materials, and reference books are evaluated and replaced as needed on a rotational basis. Currently the program staff includes one L19 position and one 60% Program Coordinator. These two positions are responsible for the day to day operations of the program, student advising, recruitment, administrative functions, and teaching. The program continues to develop online Fire Science courses to increase student access to Fire Science classes. The need for a laptop with docking station will be required to assist the program in meeting the online/internet class offerings.

1. **Staffing**

The program employs one 60% Program Coordinator, one 19 hourly employee, and part-time instructors on an as needed basis. Two full-time office managers housed at the Jefferson Campus are available to assist the program as needed. These office managers support this program as well as other programs housed in the Center for Professional, Career and Technical Education. The Administrative Assistant to the Dean is also available to assist the program. Support staff is adequate for our program needs at this time.

1. **Resources**

Current program resources are sufficient to meet the program needs. The program will need a laptop computer with docking station to use for continued development of online/internet Fire Science classes.

1. **Enrollment**

Current enrollment in the program has declined. Program staff continues to recruit students and identify areas that could be modified to improve overall enrollment and per class enrollment. Distance education is the primary method of instruction and should continue to be developed to increase enrollment.

1. **Facilities**

The program’s facilities with respect to classroom and office space are adequate and well used at this time. There are two private offices for the L19 and Program Coordinator located in the Harold Martin Building on the Jefferson Campus. The program shares an office suite with the Construction and Building Science Department. Each office has its own computer, bookcase, file cabinets for keeping confidential files/information. Computer labs are available to the program and are shared with other areas. The program utilizes off-campus sites such as area fire stations when offering TBI courses. These facilities are adequate to meet program/course needs.

1. **Equipment**

Other equipment not listed in the Technology section, is currently adequate. However, the program will need a laptop with docking station to be used by program staff for the distance education courses.

**External Conditions (such as state funding, accrediting agencies, advisory committees, postsecondary policy changes):**

The Fire Science Program works with the Alabama Fire College, area fire departments and various training agencies to coordinate and assist with needed training that correlates to current courses in the program.

Columbia Southern College offers an online Associates degree in Fire Science. This online program is in direct competition with our Fire Science Program. Program staff plans to continue to develop online offerings and pursue recruiting within the service area to increase enrollment.

The Fire Science Advisory Committee meets annually to review the program for relevance to the fire service and to recommend modifications that will enhance the program. The advisory committee is comprised of chief officers and training officers within the program’s service area. Each committee member is active in the fire service in a supervisory and or educational role. The program continues to ensure that the curriculum meets standards and that its advisory committee represents the modern fire service through its membership make-up.

The Alabama Community College System has a new Board of Trustees that was appointed by the Governor and confirmed by the senate on May 27, 2015. New policies may be developed that will reflect changes within the Fire Science program.

**2013-2014 Accomplishments:**

* Developed material for FSC 101 Introduction to the Fire Service online class
* Developed material for FSC 299 Legal Aspects for the Fire Service online class
* Moved all current online classes into new Blackboard 9.1 environment
* Offered online classes
* Offered TBI classes for Birmingham Fire Department
* Purchased a table for marketing/recruitment purposes at the 2014 Fire Chief’s Executive Development Conference, Bryant Convention Center, Tuscaloosa, AL, Feb. 4-6, 2014, for marketing/recruitment

**2014-2015 Accomplishments:**

* Began dual enrollment classes with LeCroy Technical Center in Chilton County during the Spring 2015 Semester
* Presentation made to area high school Career and Technical Directors at the Shelby Campus Dual Enrollment Dual Credit Workshop
* Met with representatives of Pell City School System to discuss an articulation agreement.
* Reviewed current and former student’s files to determine students who had not completed the program and began contacting those students about completing the program

**Unit Goals (2015-2016)**

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| **Unit Goals** | **Objectives** | **Method of Assessment** | **Additional Funding Requests** |
| **Goal 1:** Seek out opportunities for program growth and continued development**Program Outcome # 1:**Graduation rate will be greater than viability requirement | a. Increase student enrollment in program and per class enrollmentb. Develop dual enrollment/dual credit and articulation opportunitiesc. Develop recruiting strategies to increase student enrollment  | Student enrollment increase by 5 to 10% in program and class sizes of 8 or more in each class offeredNumber of Articulation agreements and dual enrollment students and/or classesoutreach activities | Travel to area schools and collegesEstimated Cost: $500.00Funds for Booth and table set up at conferences and workshops for recruiting.Estimated Cost: $800.00  |
| **Goal 2:** Continue to develop distance education/online Fire Science courses**Program Outcome # 2:** Employers will report at least a 75% satisfaction with educational preparation. | a. Evaluate, identify, and develop courses suitable for delivery in the online format – hybrid or fully onlineb. Create lesson plans to ensure online and traditional students receive the same quality of instruction | Number of Fire Science online courses available will increase by 2Feedback from studentsFeedback from Advisory Committee | Funding needed to support a laptop computer with docking station for distance educationEstimated Cost: $2,000.00Stipend for course developmentEstimated Cost: College’s current rate |
| **Goal 3:** Maintain up-to-date curriculum and courses that prepares students to advance in Fire Service**Program Outcome # 3:**Graduates will report at least a 75% satisfaction with educational preparation. | Review standards and keep abreast of current trendsRevise course information and texts on a rotating basis mirroring the NFPA standard that supports the course based on changes in the standard, current trends in the fire service, and input from peer professionalsParticipate in professional development | Graduates of Program FeedbackAdvisory Committee FeedbackAlabama Fire College and IFSAC Standards | Funding to support Advisory Committee meetingsEstimated Cost: $200 Funding to support professional development including workshops, conferences, seminarsEstimated Cost: $500.00 |

**Unit Goals 2016-2017**

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