**Division:** BAT

**Department:** Administration of Justice and Fire Technology

**Date:** March 29, 2021

**Time:** 11:00am

**Advisors in Attendance: (LIST NAMES AND TITLES)**

* Chief Mario Rueda, San Marino Fire Department
* Chief Steve Matchan, Chief of Police Pasadena City College
* Chief John Incontro, San Marino Fire Department
* Dr. Jim Lambert, Moreno Valley College

**Academic Partners in Attendance: (LIST NAMES AND TITLES)**

* Dr. Don Gallon, PCC Full-Time AJ Faculty
* Milan Ayers, PCC Full-Time AJ Faculty
* John Dewar, PCC Adjunct Faculty
* Phil Argento, PCC Adjunct Faculty
* Joseph Gooden, PCC Adjunct Faculty
* Jacqueline Javier, PCC Work-Based Learning
* Dr. Stephanie Marshall, PCC Faculty
* Dr. Mark Keene, PCC Faculty
* Dr. Julie Kiotas, BAT Dean

**Call to Order:**

The meeting was called to order at 11:01am by Division Chair Dr. Mark Keene and began with declaration and land acknowledgement and remembrance for Dr. Carol Brown.

At 11:05 there was an introduction of Guest Advisors.

At 11:10 there was an introduction of PCC faculty and administrators.

**11:18 Administration of Justice Agenda (presented by Drs. Gallon and Ayers)**

* Delete [Course AJ 130](https://drive.google.com/file/d/1yRRaNuRJBvVWidZIY0BT6TDf7YFihbNw/view?usp=sharing) – justification: liability and safety concerns; issues of logistics storing firearms and ammunition
* Delete [Course AJ 128](https://drive.google.com/file/d/13485-mhEVpxLs_Sve72PWyRGfsJ19m7_/view?usp=sharing) – justification: working on a new course 122 to replace and expand on this course
* Update [Course AJ 185](https://drive.google.com/file/d/1d8_VShdrEuUOnkSNS3FJD0VxHNTMnudG/view?usp=sharing)
* Update [Course AJ 016](https://drive.google.com/file/d/1JzMYzXldN95nf67VyeStIkdhyBmHF_uY/view?usp=sharing)
* Update [Course AJ 018](https://drive.google.com/file/d/1oj9Q8AgCsuJwdNptq4I0564KRWW9UJ_C/view?usp=sharing)
* Update [Course AJ 122](https://drive.google.com/file/d/1BbhPMiD0bd26t683dKeV4mMkq7Cc3zPA/view?usp=sharing)
* Update [Course AJ 010](https://drive.google.com/file/d/17oom9-eyqc4m05wNF2lCYW5rbGOB-nes/view?usp=sharing)
* Update [Course AJ 014](https://drive.google.com/file/d/1k8oidrjM9O1EC5OvpQ8oTxHxF7mNGqPa/view?usp=sharing)
* Update [Course AJ 019](https://drive.google.com/file/d/1QC7OGbKIGlYtzZk6Dkkl5AqXG_gNtT_K/view?usp=sharing)
	+ Feedback: Agree with concerns and that each agency/academy will train the students once they get there (rather see students study the philosophies of use of force and de-escalation, mental health and values)
	+ Response: Milan discusses 122 principles policing – de-escalation tactics, unconscious and implicit bias, community policing and relationship building, use of force communication
	+ Feedback: I believe minimal force techniques are often overlooked as well and criteria that defines the use of deadly force.
	+ Feedback: Also want to add mental health implications in use of force
* Update [Certificate in Administration of Justice](https://drive.google.com/file/d/1FL03RZvJMVRf88hmBPJbbe3ne8ecYH2-/view?usp=sharing)
	+ Justification: Milan discussed how they lowered and trimmed the certificate for students to achieve; next steps are to move into the transfer degree program; Don detailed discussion with Marilyn Diaz retired chief who is in agreement with English skills needed and report-writing
	+ Feedback: Academy trainees are losing the ability to write and communicate; would even want English and writing at a more difficult standard so that the students are adequately trained – maybe even having a speaking component for listening and critical thinking
	+ Response: Milan notes that the communication aspect will be integrated in the 122 course
	+ **The committee approved and recommended the changes to the certificate and courses**

**11:33 Fire Technology (presented by Drs. Marshall and Keene)**

Dr. Keene discussed the need to streamline the program’s courses, certificates, and degree to increase fire tech student success. Current program data (Tableau Public, 2021)

* + Success
		- 1.      75% average from 2015-20 (256 students)
		- 2.     63% from 2019-20 (182 students)
	+ Retention
		- 1.      87% average from 2015-20 (256 students)
		- 2.      81% from 2019-20 (182 students)
	+ Degrees and Certificates Awarded
		- 1.      2015-16: 8 degrees and 10 certificates
		- 2.      2016-17: 3 degrees and 4 certificates
		- 3.      2017-18: 8 degrees and 10 certificates
		- 4.      2018-19: 4 degrees and 4 certificates
		- 5.      2019-20: 0 degrees and 2 certificates

**Realign all program coursework on** **[Fire and Emergency Services Higher Education’s](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf%22%20%5Ct%20%22_blank) (FESHE’s) 6 model core course outlines**. [Competitor analysis](https://drive.google.com/file/d/11AOrjR-8O9InVZOdCqLwChNjIfK_mZFQ/view?usp=sharing). Faculty hiring hold. Three stages to meet this realignment: (A) Updating 5 current courses, (B) add the final 6th course, and (C) delete remaining courses to align with FESHE:

* **Align** the current PCC five courses with FESHE’s 5 core course models:
	+ 1.      Update [Course FIRE 110](https://drive.google.com/file/d/14aObBy9lrIplnSqtv4zmfMxEL_6u_bhJ/view?usp=sharing) *from* INTRODUCTION TO FIRE TECHNOLOGY *to* [FESHE’s] [Principles of Emergency Services](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 2.      Update [Course FIRE 112](https://drive.google.com/file/d/1iXUiPxvQXWCzsxQ7RHbDdBQcJun9GdEF/view?usp=sharing) *from* FUNDAMENTALS OF FIRE BEHAVIOR AND CONTROL to [FESHE’s] [Fire Behavior and Combustion](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 3.      Update [Course FIRE 114](https://drive.google.com/file/d/1uh4o0OLqJFk-vC9dcdhPnGYJlAu5clDx/view?usp=sharing) *from* FUNDAMENTALS OF FIRE PREVENTION *to* [FESHE’s] [Fire Prevention](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 4.      Update [Course FIRE 128](https://drive.google.com/file/d/1efmCei0qrSSfP97x8p2pOIynSPe5h6-x/view?usp=sharing) *from* FUNDAMENTALS OF FIRE PROTECTION EQUIPMENT AND DETECTION *to* [FESHE’s] [Fire Protection Systems](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 5.      Update [Course FIRE 142](https://drive.google.com/file/d/1JNJdgpypcdhIrRGr7kxNo0tjDgS50Rjb/view?usp=sharing) BUILDING CONSTRUCTION FOR FIRE PROTECTION (keep title)
* **Add** [FESHE’s] final Course FIRE 117 [Principles of Emergency Services Safety & Survival](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf). This is the 6th/final [missing] core course for the AS Degree and Fire Academy Preparation Certificate
* **Remove** all remaining program courses:
	+ Delete [Course FIRE 115 FUNDAMENTALS OF PERSONAL SAFETY AND EMERGENCY ACTION](https://drive.google.com/file/d/1U2WPT6ItUtNRDphakkpM7dYTtIK_VyOR/view?usp=sharing)
	+ Delete [Course FIRE 116 FIRE FIGHTING TACTICS AND STRATEGY](https://drive.google.com/file/d/1oqj274jDo0182SQeu9SzEFAWkFmvlQYT/view?usp=sharing)
	+ Delete [Course FIRE 120A HAZARDOUS MATERIALS](https://drive.google.com/file/d/1JGf4YyK8x1yDUTF-1TU9CFCE3tV34Sot/view?usp=sharing)
	+ Delete [Course FIRE 120B HAZARDOUS MATERIALS](https://drive.google.com/file/d/1JGe_w3NFabuax2Y5TF9I1vRHZ0UQt778/view?usp=sharing)
	+ Delete [Course FIRE 124 APPLIED CHEMISTRY](https://drive.google.com/file/d/1hDu7xWNZJIlSnjkDbP-_zwVD-4xwtiQc/view?usp=sharing)
	+ Delete [Course FIRE 146 FIRE INVESTIGATION](https://drive.google.com/file/d/1hVcSo2YYfXNMbZVmeluvHFivmJonsALr/view?usp=sharing)
* **Update** AS Degree / Certificate of Achievement (AS/Cert) *from* [Fire Technology (41 units)](https://drive.google.com/file/d/1-LZRcD_04tTCVmjAzKGa-vcY9ZFsOUqX/view?usp=sharing) *to* **Fire Academy Preparation (18 units)**.
	+ 1.      FIRE 110 [Principles of Emergency Services (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 2.      FIRE 142 [Building Construction for Fire Protection (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 3.      FIRE 112 [Fire Behavior and Combustion (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 4.      FIRE 114 [Fire Prevention (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 5.      FIRE 128 [Fire Protection Systems (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
	+ 6.      FIRE 117 [Principles of Fire and Emergency Services Safety & Survival (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
* **Update the current certificate** *from* [FIRE TECHNOLOGY - FIRE ACADEMY PREPARATION Occupational Skills (15 units)](https://drive.google.com/file/d/1-UPDQkGUOSCoZUPTJCK3GcOWzezjRbq9/view?usp=sharing) *to* **Fire Academy Preparation with Emergency Medical Technician (24.5 units)** to include the following:
	+ **Three awards in one certificate**: one degree (AS/Cert in Fire Academy Preparation) and two certificates (Fire Academy Preparation with Emergency Medical Technician and [Basic Level Emergency Medical Technician Occupational Skills](https://drive.google.com/file/d/1caBS_uNODyfnc24kMGLx1DgBoxYRXsCT/view?usp=sharing))
		- FIRE 110 [Principles of Emergency Services (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- FIRE 142 [Building Construction for Fire Protection (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- FIRE 112 [Fire Behavior and Combustion (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- FIRE 114 [Fire Prevention (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- FIRE 128 [Fire Protection Systems (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- FIRE 117 [Principles of Fire and Emergency Services Safety & Survival (3 units)](https://www.usfa.fema.gov/downloads/pdf/nfa/higher_ed/associate_curriculum_core.pdf)
		- [EMED 101A EMERGENCY MEDICAL TECHNOLOGY LECTURE AND LABORATORY (6 units)](https://drive.google.com/file/d/1W2MclwhJwmtyTYY0AIMAOijAt47HTUl8/view?usp=sharing)
		- [EMED 101C EMERGENCY MEDICAL TECHNOLOGY AMBULANCE RIDE-ALONGS (0.5 unit)](https://drive.google.com/file/d/1er8DSx1x40R9p4aFZym-WHW9ddnl_u1d/view?usp=sharing)
		- [KINA 037 POLICE-FIRE AGILITY TRAINING (1 unit)](https://drive.google.com/file/d/1CIlsYN183QAm79QOBIaMpfc4MqFnxnrM/view?usp=sharing)
* **Add** **certificate** [**Fire Academy Preparation Emergency Medical Technician (6.5 units)**](https://drive.google.com/file/d/1caBS_uNODyfnc24kMGLx1DgBoxYRXsCT/view?usp=sharing)certificate
	+ [EMED 101A EMERGENCY MEDICAL TECHNOLOGY LECTURE AND LABORATORY (6 units)](https://drive.google.com/file/d/1W2MclwhJwmtyTYY0AIMAOijAt47HTUl8/view?usp=sharing)
	+ [EMED 101C EMERGENCY MEDICAL TECHNOLOGY AMBULANCE RIDE-ALONGS (0.5 unit)](https://drive.google.com/file/d/1er8DSx1x40R9p4aFZym-WHW9ddnl_u1d/view?usp=sharing)
* Feedback: The certs are the right thing to do; in the past robust programs were the suggestion but if they were not value-added, they didn’t do what was needed. Recommends the path and elective for the EMED; Jones and Bartlett publisher is current on ADA for Canvas content etc. Students want a job and do not want to do the GE courses, so the value of getting a degree needs to be communicated to the students. They can take the courses to go to academy, but the degree can be a “scale-tipper”. More than happy to share courses Moreno Valley is working on. They are doing a wellness and nutrition course for labs and running labs.
* Feedback: Thinks it is right on target and most students are looking for the quickest way to get into fire academy. EMT is bare minimum for most fire depts. Does this mean that the prereq to get into Cal State’s program 4-year fire admin would that not be satisfied?
* Response: Moreno Valley College says they have that in place reciprocity in place; we would need to check with articulation officer before we create curriculum; Dr. Kiotas saw at COD that the 6 courses are transfer prep as well; Dr. Lambert said those basic 6 courses are standard across community colleges
* Feedback: requires excellent recommendations for the Fire Services program. I concur with proposed changes! Changes will make the program more attractive for our students looking to meet their basic requirements prior to academy appointment.
* **Committee recommends and approves changes to Fire Tech certificates and courses**
* **All Advisors approve and provide their heartfelt recommendations and votes of support for all proposed certificates and courses presented above**
	+ All advisors were provided with a document that detailed the proposed Certificates and their subsequent courses included in each certificate 1 week prior to the Advisory meeting
* Heartfelt thanks to all advisors, Dr. Kiotas, Administration of Justice and Fire Technology Committee Members, and Freeman Center representatives for making this advisory meeting happen
* Meeting adjourned at 11:49am.