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## Program Review - 2015-2016

### AH - EMT/ Paramedic

#### Module: Division Purpose

**Question:** Describe the purpose of the Discipline/Program/Service.

**Answer:** The purpose of the EMT/Paramedic discipline is to provide state of the art education in prehospital medicine leading student to certification, licensure, employment and transfer pathways to universities. This is accomplished by providing students with program curriculum road maps, internships opportunities, program advisers, tutoring, referrals for supportive services, remediation opportunities and early identification of below standard progress. The discipline seeks continued growth in degree completion program offerings and student success outcomes.

**Question:** Describe how the stated purpose aligns with the college mission statement.

**Answer:** Through quality instruction, the EMT/Paramedic discipline supports students in obtaining skills and knowledge needed to earn a certificate and/or degree, and prepares students for employment. Through student learning assessments, advisory board, division and discipline meetings, the discipline focuses on enhancing programs in an effort to provide students with a diverse learning community dedicated to student success.

#### Module: Enrollment Trends

**Question:** Describe the trends in Enrollment and FTES. Given the data, what are the implications for your division? If relevant, discuss each discipline separately.

**Answer:** The EMT/Paramedic course offerings are non-apportionment generating (no FTES) and are covered under the contract education relationship with UCLA. Enrollment into EMT/Paramedic remains strong.

WLAC has recently entered into an apportionment sharing agreement with the Los Angeles City Fire Department (LAFD) for Paramedic education. This programming will begin in 2016.

**Question:** Given the data, describe the trend in section counts and average class size.

**Answer:** The EMT/Paramedic course offerings are non-apportionment generating (no FTES) and are covered under the contract education relationship with UCLA. Enrollment into EMT/Paramedic remains strong.

WLAC has recently entered into an apportionment sharing agreement with the Los Angeles City Fire Department (LAFD) for Paramedic education. This programming will begin in 2016.

#### Module: Students and Student Success

**Question:** Based on the demographic trends in enrollment, what are the implications for your Discipline/Program/Service?

**Answer:** The high-low equity gap is 22% for EMT/Paramedic. There is opportunity for promotional and marketing activities to close this gap and enroll a more diverse student population.

**Question:** Given the data, describe the trends in Success Rates and Retention Rates. What are the implications for the Discipline/Program/Service?

**Answer:** The EMT/Paramedic discipline has in excess of a 89% success and retention rate. This is the result of dedicated faculty delivering excellent education and staff supporting the student needs. No changes are needed at this time.

**Question:** Compare the successful course completion rates of the Discipline(s) in the Division over time and with the college average.  
If the rate of any of the Discipline(s) is lower than the college average, what factors contribute to the low rate (s)? What strategies, current or planned, address this?  
If the rate is higher than the college average, what factors contribute to the higher rates?

**Answer:** The rate is higher than the college average. This is attributed to cohort based instruction preceded by orientation to inform and prepare students.

**Question:** Compare the equity gap in the successful course completion rate(s) in the Discipline(s) over time and with the equity gap of the college over-all.  
If the equity gap is higher than the college average, what factors contribute to the large gap? What strategies, current or planned, will address this?  
If the equity gap is lower, what factors contribute to the smaller gap?

**Answer:** The equity gap for EMT/Paramedic is 5 which is lower than the equity gap for the college, 21.7 as the college. Over 50% of the students in the Paramedic program are employer sponsored. Thus, the discipline has very little opportunity to effect change. While comparable to some Allied Health Division programs, it is slightly lower than Dental Hygiene. Additional promotional and marketing efforts will be explored and planned to attract under represented students.

**Question:** Given the data, describe the trends in Degrees and Certificates awarded. What are the implications for your Discipline/Program/Service?  
What does the Division do to encourage Certificate and Degree completion?

**Answer:** The EMT/Paramedic discipline recently received local and District approval for an Associate of Science in Paramedicine. State approval is pending. Once received, this will create a pathway for students to earn an A.S. and transfer to a university to earn a bachelor degree.

## Module: Staffing Trends

**Question:** Describe the trends in FTEF. What are the implications for your program?

**Answer:** EMT/Paramedic staffing is covered under the contract education relationship with UCLA. The WLAC instructor of record is consistently been at .4 FTE.

**Question:** Are staffing levels adequate to fulfill the purpose of the Discipline/Program/Service? Explain.

**Answer:** Given the expansion of programming with LAFD, support of an additional instructor at 6-10 hours/week will be needed.

**Question:** release/reassigned time. Describe the Reassigned and Release time assigned to faculty in the division. Include the faculty name, amount of release/reassigned time, length of time the assignment will last (one semester, one year, if it's renewable, etc.), and the purpose of the r

**Answer:** n/a

## Module: Functions and Services, Academic Divisions

**Question:** List the functions and services provided by the Office / Program / Service.

**Answer:** WLAC partners with local municipalities in apportionment-sharing agreements to offer students the opportunity to earn credit towards certificates and degrees that otherwise would not be available.

Additionally, UCLA partners with WLAC to offer students orientations to understand available services for students and the program requirements. Students frequently report concerns working with WLAC Federal

Financial Aid office citing delays, miscommunication, lost documents and failure to respond to emails and phone calls in a timely manner. This was documented in student surveys. Meetings with the chair and FFA office have not resulted in any changes.

**Question:** What are the emerging trends in technology that affect the program?

**Answer:** Funding has limited the program to fully address the technology needs of the program. Simulation manikins and training monitor defibrillators have been requested, through college grant and funding sources, but have not yet been secured.

**Question:** Describe the technological advances that have been implemented to improve and streamline the Discipline/ Program/Service.

**Answer:** The programs have secured state of the art audiovisual services in the location the course is delivered, wireless, and has recently purchased tablets to aid in testing.

## Module: Survey Results

**Question:** Describe the results of relevant surveys (point-of-service surveys, student surveys, staff surveys).

**Answer:** Students complete surveys after each module and class. Over 90% of students rate the program as good or excellent. Unfortunately, students report poor experiences with the WLAC Federal Financial Aid Office.

**Question:** Discuss the implications of the survey results for the program.

**Answer:** The EMT/Paramedic has nearly 88% completion/success rate and has very strong student satisfaction. Improvements can be made with the processes of students engaging with the WLAC FFA Office.

## Module: Curriculum

**Question:** I assistance that may be needed to resolve the problem. Missing course outlines of record: Refer to the report of courses with missing CORs, which is posted at the link in the Instructions section. Please describe the steps the division has taken or plans to take to correct the problem. Describe the additiona

**Answer:** There are no missing course outlines of records.

**Question:** Out-of-date course outlines of record: Refer to the report of courses with CORs that are out-of-date. Please describe the steps the division has taken or plans to take to correct the problem.

**Answer:** There are no out of date course outlines of record.

**Question:** How does the department determine that classes are taught consistently with the official course outline of record?

**Answer:** WLAC determines that classes are taught consistently with the official course outline of record by reviewing syllabi and student learning outcomes. Additionally, the classes lead to certification and licensure and those rate remain above 90%.

**Question:** Are required courses scheduled in appropriate sequence to permit students to complete the program in the prescribed program length? If yes, describe the rationale upon which the sequence is based. If no, what is the plan for alleviating these problems? Explain.

**Answer:** Yes, the courses are scheduled in the appropriate sequence to permit students to complete the EMT/ Paramedic program in the prescribed length.

The sequence is based on a national curriculum, adopted by the State of California and the national accrediting body; the Commission on the

Accreditation of Allied Health Education Programs.

**Question:** How does your division assure the relevance, appropriateness and currency of each of its programs? Cite each program (degree/certificate program or meaningful grouping of courses) and the student data and environmental scan data that support the assertions.

**Answer:** The EMT and Paramedic Program have mandated local, state and national curriculums that must be followed. The classes meet the curriculum requirements.

**Question:** ybrid classes?  
 How can the outreach, online and hybrid classes be improved?What outreach, online and hybrid classes has your department offered?  
 How many courses are offered via Distance Education, and for how many has a COR addendum for DE been prepared?  
 What are the benefits and problems associated with outreach, online and h

**Answer:** The EMT program offers 6 distant learning (Hybrid) courses opportunity for students. The paramedic program offers a part-time program supported by real-time instruction that allows students to attend class from home or work and attend practical skills four days each month.

**Question:** Describe any long term changes or additions to the curriculum that you are exploring, planning or developing.  
 Changes that you plan to initiate in the coming year should be reflected in the Planning Section.

**Answer:** No long term changes are anticipated for the EMT or paramedic curriculum.

**Question:** List new or changed degrees and certificates that have been approved by the Curriculum Committee during the previous year, or are in the planning stages.

Program Name	Award Type	Curr Comm Action	Date of CC of Action	Type of CC Action
AS in Paramedicine	AS Assoc of Science	Approve	April 2015	New Program

**Module: Student Learning Outcomes**

**Question:** Describe how course SLOs were assessed and how faculty were involved in the process in the prior year.

**Answer:** EMT/Paramedic SLOs were assessed by the instructor of record in collaboration with program and WLAC faculty. This includes several meetings to discuss the SLOs, assessments, modifications and improvements.

**Question:** Based on course SLO assessments in the prior year, what changes to the course were implemented? List the changes to each course that were made based on SLO assessments.

**Answer:** The increase in students and sections necessitates an increase in the FTE of the instructor of record from .4 to .6FTE was recommended.

**Question:** Based on any of the following assessment methods:  
 a. course SLO assessment;  
 b. analysis of course sequencing;  
 c. indirect assessment indicators such as state exams or employer surveys;  
 d. student success data such as retention, successrates, degrees/certificates awarded  
 what changes to the program are planned or being implemented?

**Answer:** Based on assessments, the primary item of focus is the A.S. in Paramedicine. This new A.S. will enable students to earn a degree and transfer to bachelor program at a local university.

**Question:** Will these planned changes based on Program SLO assessment necessitate a resource request?

**Answer:** Not at this time.

**Question:** How has faculty dialogue regarding assessment results and improvement plans been conducted and documented?

**Answer:** Assessments are reviewed as part of the student learning outcome process which includes dialogue with faculty and the review of the SLOs by the chair.

**Module: Departmental Engagement**

**Question:** What interdepartmental collaboration has your Discipline/Program/Service been involved in during the past six years?

**Answer:** The EMT/Paramedic discipline works closely and collaboratively with Admissions and Records to ensure students are enrolled into the corresponding courses. The EMT/Paramedic program has a working relationship with the Federal Financial Aid Office. However, despite best efforts the student experience with that office has been poor.

**Question:** What has your Division/ Department/ Program done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

**Answer:** The EMT/Paramedic programs maintains affiliations through UCLA with over 30 hospitals, fire departments and ambulance companies.

**Module: Professional Development**

**Question:** In order to keep current with new developments in your field, are there areas of unmet professional development needs among faculty in this program? If yes, please describe.

**Answer:** All faculty participate in regular in-services and annual development meetings. However, as technology advances in classroom instruction, clinical equipment and corresponding training equipment, additional training for faculty is needed.

**Question:** For each regular full-time faculty member in your program, provide the committees in which each person is active, and list the 2 most significant professional development activities engaged in over the last 2 years. Activities may include workshop and conference attendance, courses taken, FTLA, Leadership Institute, etc. Committee roles may include chair, secretary, member, etc.

1 Faculty Name	4 First Prof Dev Activity	5 Year First PD Activity	6 Second Prof Dev Activity	7 Year Second PD Activity
Todd LeGassick	Adjunct Representative for Division	Communicate to adjunct faculty and vote on departmental matters		

**Module: Facilities**

**Question:** List and describe any current facilities challenges (e.g., location, quantity, quality) affecting your division/ department's ability to achieve its goals and meet instructional needs.

**Answer:** The EMT/Paramedic program opened a new facility just a few miles south of campus. It offers state of the art classrooms, furniture and audiovisual equipment.

**Question:** Specify the division/ department's short term goals (1 year) for facilities improvement and functionality.

**Answer:** The new space for the program needs additional LCD TVs, tablets to be fully functional.

**Question:** Specify the division/ department's long term goals (2-6 years) for facilities improvement and functionality.

**Answer:** The EMT program is located in Westwood at UCLA and needs new furniture and audiovisual equipment.

## Module: CTE Programs

**Question:** Does this Division offer any CTE programs? IF THE ANSWER IS 'NO' SKIP THE SECTION ABOUT CTE PROGRAMS, AND GO ON TO THE PLANNING SECTIONS.

**Answer:** Yes

**Question:** Review labor market demand. How does your program meet labor market demand? Cite specific examples and sources.

**Answer:** The California Employment Development Department expects the need for Paramedics and EMTs to grow by 22% creating 4600 new jobs by 2022.

Source: EDD/LMID Projections of Employment by Occupation

**Question:** Advisory Board Membership. List the member name, company name, title and CTE program for each member.

**Answer:** Ms. Aracely Aguiar WLAC VP of Academic Affairs  
 Ms. Carmen Dones WLAC former Chair of Allied Health  
 PM/FF Wayne Schuetz LAFD Preceptor  
 PM/FF Shane Reilly Redondo Beach FD Preceptor  
 PM/FF Sara Rathbun LACoFD Preceptor  
 FF/PM Joshua Binder LACoFD Preceptor  
 PM Jeff Smith Sierra Madre FD Paramedic  
 PM Kenneth Lee LACoFD Graduate  
 Nan Jiang Gold Coast Ambulance Graduate  
 Juliette Garrett Antelope Valley Hospital Prehospital Care Coordinator  
 Adrienne Roel Arcadia Methodist MC Prehospital Care Coordinator  
 Cora PriceCentinela Hospital Prehospital Care Coordinator  
 Christine Norton Huntington Memorial MC Nurse Preceptor  
 Cindy Guardado Long Beach Memorial Prehospital Care Coordinator  
 Tina Crews Torrance Memorial MC Prehospital Care Coordinator  
 Heidi Ruff Northridge Medical Center Prehospital Care Coordinator  
 Jenny Van Slyke Huntington Memorial MC Prehospital Care Coordinator  
 Ryan Burgess UCLA Prehospital Care Coordinator  
 Mark Baltau Holy Cross MC Prehospital Care Coordinator  
 Michael Martini St. Joseph's MC Prehospital Care Coordinator  
 Joanne Dolan St. Mary's MC Prehospital Care Coordinator  
 Jennifer Pickard St. Mary's MC Prehospital Care Coordinator  
 Jo Birdsong Little Company of Mary Prehospital Care Coordinator  
 Natalie Burciago Little Company of Mary Prehospital Care Coordinator  
 Paula Rosenfield Cedars Sinai Medical Center Prehospital Care Coordinator  
 Ada Rojas Cedars Sinai Medical Center Prehospital Care Coordinator  
 Sarah Koster California Hospital Prehospital Care Coordinator  
 Ryan Shook SMFD Sponsored Student current student  
 Logan Holmes Private Student current student  
 Dr. Marc Eckstein LAC&#8208;USC MC LAFD Medical Director  
 Dr. Frank Pratt Torrance Memorial MC LACoFD Medical Director  
 Dr. Mariann Gaushe LACo EMSA Medical Director  
 Ms. Lyn Riley San Gabriel/South Bay FD Consortium Nurse Educator  
 Ms. Marianne Newby San Gabriel/South Bay FD Consortium Nurse Educator  
 Mr. Scott Engelmann McCormick Ambulance Personnel Manager  
 Mike Henderson McCormick Ambulance PM Coordinator  
 Mike Jones McCormick Ambulance Operations Manager  
 Ms. Erika Reich LACo EMSA DHS  
 Ms. Lucy Adams LACo EMSA DHS  
 Ricky Olivarez Digital EMS CEO  
 Susan Hayward Burbank FD Nurse Educator  
 Jodi Nevandro Santa Monica FD Nurse Educator

Captain Michael McElveney Santa Monica FD PM Coordinator  
 Chief Fraser LACOFD Lifeguards Division Chief  
 Dean Viana Beverly Hills FD PM Coordinator  
 Chief Kevin Costa Pasadena FD EMS Chief  
 Laurie Lee Brown Torrance Fire Department Nurse Educator  
 Captain Randy Peterson Torrance Fire Department PM Coordinator  
 BC Mike Hansen Torrance Fire Department EMS BC  
 Chief Deputy Mike Metro LACoFD Chief Deputy  
 Chief Kevin Klar LACoFD EMS BC  
 Chief Jon O'Brien LACoFD EMS BC  
 Captain Bill Garrison LACoFD Paramedic Coordinator  
 Chief Greg Reynar LAFD Asst. Chief of EMS  
 Captain Tom Stafford LAFD Paramedic Coordinator  
 Carol Payton LAFD EMS Educator  
 Captain Linda Ullum LAFD EMS Training  
 Chief Richard Rideout LAFD Deputy Chief of Training  
 Chief Corey Rose LAFD Battalion Chief of Training  
 Brian Cummings LAFD HEAD Fire Chief  
 Jeffrey Elder LAFD Battalion Chief of EMS  
 Chief Mike Lang Arcadia Fire Department Fire Chief  
 Chief Chris Donovan Monrovia Fire Department Fire Chief  
 Chief Scott Haberle Monterey Park Fire Department Fire Chief  
 Lt. Mark Littlestone UCPD Threat Assessment Liaison  
 Ms. Lindsey Simpson Loma Linda University Faculty  
 Dr. Steve Rottman UCLA CPC Medical Director  
 Dr. Atilla Uner UCLA CPC Medical Director  
 Dr. Shahrzad Rafiee Long Beach Memorial Medical Doctor  
 Mike Taigman AMR Ventura General Manager

**Question:** Advisory Board Meetings. List the following information for each meeting held in the last year:

AB Name	Dates	Number Attendees	Minutes
Advisory Meeting	October 2014	Yes	25

**Question:** What have been the major outcomes of your advisory board meetings? Of those outcomes, which have been acted upon, and what is your plan of action with regard to other outcomes discussed?

**Answer:** The major outcomes of the meeting were to:

- 1) Confirm the purpose of the community advisory meeting and confirm the program goal which is "to graduate entry-level competent paramedics in the cognitive, psychomotor and affective domains.
- 2) Review the annual report with the advisors including the completion and licensing rates.
- 3) Review the data and discuss the benchmark for graduation skill requirements.
- 4) Discuss the program length as some fire departments have asked that we reduce the total time to complete the program.
- 5) Discuss the technology needs for the program (mannikins and monitor defibrillators)
- 6) Assess student outcomes

**Question:** Describe and assess the evidence of students' attainment of intended learning outcomes, as measured by the employment and completion success of its students. [Ed Code 78016(a)(3)]

**Answer:** The EMT program has a 90% first time certification rate and the Paramedic program has a 93% first time licensure rate.

**Question:** Is this program subject to approval/accreditation by specialized state, regional, or national accrediting agencies?

**Answer:**

**Question:** Indicate recommendation of the most recent accreditation evaluation of the program and corrective actions taken or planned. The most recent accreditation report and all additional pertinent documentation and explanations should be available on site for consultation.

**Answer:** The EMT program is approved by the Los Angeles County Department of Health Services EMS Agency. The Paramedic Program is accredited by the Commission on the Accreditation of Allied Health Education Programs and also approved by the Los Angeles County EMS Agency.

**Question:** Describe how you have assessed the appropriate improvements in student achievement and learning that have occurred as a result of the improved program practice.

**Answer:** The ultimate bench mark for student learning and the assessments used by the classes is the certification and licensure rates which are above 90%

**Question:** Based on survey results, provide a brief analysis of employer satisfaction with program graduates.

**Answer:** Employers report high satisfaction with graduates. In fact 98% of paramedic students are employed within 6 months of graduation.

**Question:** Provide a brief analysis of student performance on licensure or board exams on first attempt for each program in the Division.

**Answer:** The EMT program has a 90% first time certification rate and the Paramedic program has a 93% first time licensure rate.

**Module: Completion**

**Question:** Division Chair/ Program Manager: Fill out your name and date of final approval, save, and submit the program review.

**Answer:** Carlos Sermeño 11/5/2015

**Question:** List the people who participated in this Program Review.

Name	Role
Todd LeGassick	Part time Faculty
Carlos Sermeno	Full Time Faculty