



## 2023-24 ADMINISTRATIVE UNIT PROGRAM REVIEW

UNIT: Public Safety\_\_\_\_\_

Writer: Kevin Kramer\_\_\_\_\_

**\*\*\*Please submit your completed Program Review to Sheri Moore by 12 pm on March 1, 2024 to Sheri Moore.\*\*\***

### STATEMENT OF PURPOSE:

- Review and reflect on the support of student learning, with the goal of assessment and improvement of program effectiveness
- Provide a forum for each unit's findings to be included in institutional planning processes
- Create written records of what is working well, what can be improved, and specific plans for implementing chosen improvements
- Collect information that will contribute to institutional assessment and improvement

**Timeframe:** This program review reflects on the time period between spring 2023 through fall 2023 and plans for spring 2024 through fall 2024.

### I. MISSION

#### A. State the current program mission

The mission of Public Safety disciplines of Las Positas College is to provide the most comprehensive and up-to-date education in the areas of AJ, FST, and EMS to its students; to foster their welfare, growth, equity, access and success in the public safety field as well as in life; and to provide a resource to the community-at-large for education and training opportunities for public safety employees in their respective fields.

B. The mission of Las Positas College is the following:

*Las Positas College provides an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.*

Discuss how the program/service area supports the college mission.

The "Public Safety" mission supports the college's mission through the continued education and training of persons seeking or promoting in a career related to criminal justice, fire service technology, and emergency medical response (including the paramedic field) and provides transfer degree, career-technical training and retraining goals for students.

C. List the major functions/duties of your unit.

- |   |
|---|
| 1. Ensure that state-of-the-art training is provided for future employment opportunities and retraining for those seeking work or currently working in the Public Safety arena                                |
| 2. Adequately assess that students obtain the proper skillset to achieve a livable wage job within 6 months of graduating.  |
| 3. Identify areas of advance skillsets to those already working within the Public Safety Field and research educational opportunities to provide training through credit, non-credit and community education. |
| 4. Work with our public and private partners to develop and implement training opportunities for non-traditional students through Instructional Service Agreements.   |
| 5. Conduct ongoing research in an effort to serve the region's Public Safety training needs   |
| 6. Review, analyze, and promote the ongoing professional development of Public Safety faculty and staff   |
| 7. Provide certification and degree opportunities in the Public Safety area.  |

## II. GOALS AND OBJECTIVES

A. Since the last Administrative Unit Program Review, what objectives, initiatives, or plans have been achieved?

Since the last Administrative Unit Program Review for Public Safety, much work has been done to restore pre-pandemic enrollment and program completion in the areas of Administrative Justice, Fire Science Technology and EMS/Paramedic. The pivot to online instruction during the pandemic has led to new opportunities for online learning in some areas which has allowed there to be new opportunities for students to enter the Public Safety pathway. In addition, many of the local and private agencies that limited access to students during the pandemic have reengaged in their partnerships with the college. This has provided more opportunities for things like student placement in their clinical/field work, non-traditional enrollment into our programs, and the expansion of some programs to increase training and retraining opportunities for students.

The EMS program has been able to clear the backlog of Paramedic students that lost clinical placement opportunities during the pandemic. Agencies have allowed our students back into the field to complete coursework and thus allowing them to complete their programs. With this backlog now cleared, it has paved the way for the Paramedic program to restart in Fall 2024 with a new cohort of students.

The Fire Science Technology program has grown in multiple ways since the last Administrative Unit Program Review. For the first time, the program has implemented and completed its first Instructional Service Agreement with a local agency, providing new training opportunities for members of our community while opening new enrollment opportunities for the college. New ISA's are planned for Spring 24 and in the semesters to follow. In addition, the LPC Fire Academy offered two cohorts in the 2023/24 academic year. This is the first time that two cohorts were offered in the same academic year. Cohort #2 will also serve as the first full-time Fire Academy that will include cadets from many Bay Area fire agencies.

The programs in Public Safety have worked closely with the construction management team, the district and the college to successfully opened the new Public Safety Complex at LPC. While there are still some hurdles to overcome, the feedback from students and staff has been very positive. Once the complex is complete, it will provide LPC students and the Bay Area community a state of the art training center for many aspects of the Public Safety world.

B. Major Goals and Objectives for Spring 2024 through Fall 2024.

Major Goals and/or Objectives	Start Date	Status: Ongoing, date completion anticipated	Need Assistance in order to complete goal or objective (reference applicable resource request page)	Educational Master Plan (EMP) Goals or Planning Priorities linked to this Goal/Objective
1. Implement current and create new Instructional Service agreements with local fire departments and other private entities.	Ongoing	Initial implementation complete SP23; Ongoing	Collaboration with district, and college services (Administrative and Student Services)	EMP A, B, C, D,
2. Provide direct leadership and guidance over the newly opened Public Safety Facility.	Ongoing	Ongoing	Collaboration with Project Management Team and M&O	EMP A, B, C, D
3. Develop a strategic plan to outline and develop financial sustainability for the Public Safety Programs	Ongoing	Ongoing	Collaboration with LPC Administrative Services	EMP A, B, C, D
4. Conduct internal study of operations to provide better efficiencies and to determine staffing levels to ensure optimal, accessible and equitable instructional opportunities to students	Ongoing	Ongoing	Financial Needs	EMP A, B, E
5.				

### III. STAFFING

A. Staff Profile

	Staffing Levels for Each of the Previous Five Years	Anticipated total staff needed
--	---	--------------------------------

<b>Position</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>		<b>2024-2025</b>	<b>2025-2026</b>
Administration	1	1		1	1		1	1
Supervisory	0	0		0	0		1	1
Classified Staff FT	0	0		2	2		2	3
Classified Staff PT	1	0		0	0		0	0
Confidential Staff FT	0	0		0	0		0	0
<b>Total Full Time Equivalent Staff</b>	<b>2</b>	<b>1</b>		<b>3</b>	<b>3</b>		<b>4</b>	<b>5</b>

B. Staffing Needs

**NEW OR REPLACEMENT STAFF (Administrator, Faculty or Classified)**

<b>List Staff Positions Needed for Academic Year 2024/2025</b> _____	<b>Indicate (N) = New or (R) = Replacement</b>	<b>Estimated Annual Total Cost</b>	<b>EMP Goals or Planning Priorities Linked</b>
Place titles on list in order (rank) or importance.			

			to Position
<b>1. Public Safety Manager</b> <u>Reason:</u> To fill a vacated position to support all aspects of Public Safety.	<b>R</b>	<b>\$179,430</b>	<b>A, B, C, D, E</b>
<b>2. Public Safety Lab Tech</b> <u>Reason:</u> Because the program has grown in both course offerings and facility size. With this comes new equipment and supply needs and upkeep, course preparation and clean up, and someone to assist in controlling the new simulation equipment in EMS, Fire and AJ. As of right now, instructors are doing all of this work by themselves, which has created an inequity of Classified Professional support throughout the CTE areas.	<b>N</b>	<b>\$120,031</b>	<b>A, C, D</b>
<b>3.</b> <u>Reason:</u>			
<b>4.</b> <u>Reason:</u>			
<b>5.</b> <u>Reason:</u>			
<b>6.</b> <u>Reason:</u>			

#### IV. FACILITIES

##### A. Facilities Needs

## FACILITIES NEEDS

List the Facilities Need and the Reason	EMP Goals or Planning Priorities Linked to Position
<p><b>1. Completion of current Public Safety Complex and release of facility to users.</b></p> <p><u>Reason:</u> Currently, the Fire Apparatus (Tower) is not usable for the Fire program due to a few issues. This delay in completion has impacted the program and has required the Academy to move offsite for some of its trainings. In addition, there is an issue with the water flow amount, causing there to be additional steps taken to ensure there is a proper amount of water flow to meet minimum requirements for SLO's and student safety.</p>	A, B, C, D
<p><b>2.</b></p> <p><u>Reason:</u></p>	
<p><b>3.</b></p> <p><u>Reason:</u></p>	
<p><b>4.</b></p> <p><u>Reason:</u></p>	
<p><b>5.</b></p> <p><u>Reason:</u></p>	
<p><b>6.</b></p> <p><u>Reason:</u></p>	

## V. TECHNOLOGY AND EQUIPMENT

### A. Technology and Equipment Needs

#### TECHNOLOGY AND EQUIPMENT NEEDS

<b>List the Technology and Equipment Needs</b>  Place titles on list in order (rank) or importance.	<b>Indicate (N) = New or (R) = Replacement</b>	<b>Estimated Annual Total Cost of Ownership</b>	<b>EMP Goals or Planning Priorities Linked to Position</b>
<b>1.Pump Pods for FST Program.</b>  <u>Reason:</u> Due to the water flow issue that has been discovered, a solution is to purchased Pump Pods to increase pressure and flow rates. Two Pods and the associated Pump would be ideal for student success.	<b>N</b>	<b>\$200,000</b>	<b>A, B, C, D</b>
<b>2.</b>  <u>Reason:</u>			
<b>3.</b>  <u>Reason:</u>			
<b>4.</b>  <u>Reason:</u>			
<b>5.</b>  <u>Reason:</u>			



6.			
<u>Reason:</u>			

## VI. PROFESSIONAL DEVELOPMENT

### Professional Development Needs

<b>List Professional Development Needs.</b> Reasons might include in response to assessment findings or the need to update skills to comply with state, federal, professional organization requirements or the need to update skills/competencies. Please be as specific and as brief as possible. Some items may not have a direct cost, but reflect the need to spend current staff time differently. Place items on list in order (rank) or importance.	Annual TC			<b>EMP Goals or Planning Priorities Linked to Position</b>
	Cost per item	Number Requested	Total Cost	
<b>1. Fire Instructor development</b>  <u>Reason:</u> The Fire program continues to need to develop fire academy instructors as well as instructors for specialized courses that the program will provide in the coming years. This is also considered professional development courses and contributes to the public safety succession plan	<b>\$2000</b>	<b>5</b>	<b>\$10,000</b>	<b>A, C</b>
<b>2. EMS Instructor Development</b>  <u>Reason:</u> EMS program continuously changes as technology gets better and medical practices shift into new realms of helping patient survival. Although most EMS instructor must continue to develop their professional skills as EMS employees, there is a need to develop advance critical skills to offer advance courses at the college. We will also need to increase the instructor's capacity to meet online virtual instruction to include utilizing the flipped classroom methodology. This will not only increase our instructor's overall skill set but provides a distinction in class above all other colleges.	<b>\$1200</b>		<b>\$6000</b>	<b>A, C</b>

<b>3.</b>  <u>Reason:</u>				
<b>4.</b>  <u>Reason:</u>				
<b>5.</b>  <u>Reason:</u>				
<b>6.</b>  <u>Reason:</u>				