

Entry #: 30 - Career, Technical and Extended Education

Status: Submitted

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DRAFT**OVERVIEW OF PROGRAM REVIEW AND PLANNING FOR INSTRUCTIONAL PROGRAMS**

Program Review and Planning is about evaluating and assessing programs and documenting plans for improving student success rates. Through review of and reflection on key program elements, Program Review and Planning identifies program strengths and strategies necessary to improve the academic discipline, program, and/or services to support student success.

The College also uses Program Review and Planning as the conduit to request resources (human, technology, facilities and funding) to further help improve and support programs.

ALL PROGRAMS WILL COMPLETE AN ANNUAL PROGRAM REVIEW FOR 2023-2024.

BASIC PROGRAM INFORMATION**Division Name**

Career, Technical and Extended Education

Department Name

Public Safety Programs

Microsoft_List_ID**Discipline Name**

Fire Technology (FIRE)

Department Chair Name

David Miller

Department Chair email

dmiller2@palomar.edu

Please list the names and positions of everyone who helped to complete this document.

Dave Miller

Website address for your discipline<https://www.palomar.edu/fire/>**Discipline Mission statement**

The mission of the Fire Technology program is to provide exceptional instruction and support to students seeking careers as fire service professionals and to offer employed fire service personnel opportunities for personal growth and career advancement. Learning will take place in an environment that values cultural diversity and is free of harassment and any form of discrimination. Courses are structured to challenge students' critical thinking skills by using situational studies and case histories, in addition to basic skills and knowledge necessary to perform in emergencies. Students who obtain one or both of the AS degrees or certificates will have the required skills to engage in ethical and moral decision-making and will be well-rounded individuals who are sought after by industry leaders.

[\(Click here for information on how to create a mission statement.\)](#)

Does your discipline have at least one degree or certificate associated with it?

Yes

Are any of your programs TOP coded as vocational (CTE/CE)?

Yes

List all degrees and certificates offered within this discipline.

Fire Technology-General, AS, CA; Fire Technology-Emergency Management, AS, CA: Fire Academy, CA

BASIC PROGRAM INFORMATION: FACULTY AND STAFFING RESOURCES

In this section, you will identify how many faculty and staff support your discipline's programs. This information is considered when you request permanent staff and faculty hires. It is also useful as you evaluate your program and the human resources and talent you have to support our students.

To help you answer questions in this section, you will need the links shown in red.

Enter the number of permanent or full-time faculty support your discipline (program)?

We have one Full-Time Faculty

For this past fall semester, what was your Full-time FTEF assigned to teach classes?

For Fall 2023 our Full-Time FTEF was 1.59.

For this past fall semester, what was your Part-time FTEF assigned to teach classes? (Part-time FTEF = PT hourly and overload.)

For Fall 2023 our Part-Time FTEF was 5.55.

List the classified and other permanent staff positions that support this discipline. If possible, include number of months and percentage workload.

Carole Musgrove 100%, 12 Months. TingTing Wang, 100% 12 Months

List additional hourly staff that support this discipline and/or department. Include weekly hours.

Weekly hours vary based on the topic. Hourly Staff Include:

John Thompson
Barrett, Jason
Batson, Tyler
Boyer, Dennis
Chapman, Anthony
Davidson, Bret
Delgado, Danny
Fast, Alexander
Frederick, William
Kennedy, Michael
Klopfenstein, Justin
McDermott, Jason
McLaughlin, Shawn
McQuead, Dave
Mejia, Andrew
Montgomery, Pete
Schloss, David
Scott, Robert
Thompson, George
Tilch, Richard
Vanderpol, Ned

COURSE INFORMATION

In this section, you will review how students perform in the courses you offer as part of your program. The Chancellor's Office Vision for Success goals focus on eliminating equity gaps and increasing timely completions. Examining, reflecting upon, and developing strategies to improve course success rates is one way to help the college meet its Vision for Success Goals and support our students in reaching theirs.

Data are provided to help you examine differences in course success rates (C or better) across student demographic categories (e.g., gender) and course type (e.g., face-to-face, online).

After you complete your review of course success data, you are asked to confirm that you have assessed each course SLO within the past three years.

[Link: Course Data](#)

COURSE SUCCESS AND RETENTION

Have your overall course success rates increased, decreased, or stayed the same over the last 5 years?

Stayed the same

Was this expected? Please explain.

FTE availability has remained about the same and we have retained most of our Part-Time Faculty. This has led to stability in course success rates. Over the last 6 years most course success rates were in the 82-96% range.

Have your overall course retention rates increased, decreased, or stayed the same over the last 5 years?

Stayed the same

Was this expected? Please explain.

Retention rates have remained 92% to 98% over the past 6 years.

Are there differences in success or retention rates in the following groups? (choose all that apply)

Modality (Online, Face to Face, Hyflex, etc.)

Modality: What did you find and why do you think differences based on the modality in which courses were offered exists? What do you need to help close the gap? (Please specify the modalities in which you see gaps, i.e. online synchronous or asynchronous, face-to-face, hybrid, hyflex, etc.)

After Covid, we have seen an increase in the popularity of online courses. We need NOHE funds to hire instructors to convert more Fire Technology courses to an online format.

Please share methods that your department is using to improve retention and success rates in your courses. If you are focusing on a specific group like online students or a demographic group please include that information in your answer.

In general, our demographics closely match the communities we serve. Our faculty members are spending more time encouraging women to pursue this career, and requests from local fire departments support this. We are considering women's empowerment seminars similar to what the City of San Diego offers.

COURSE STUDENT LEARNING OUTCOMES (SLOs)

Excluding courses that haven't been offered in the last three years, do you confirm that all of your courses have been assessed since August 2020 (Result Summary Date)?

Yes

Upload a copy of your SLO report from Nuventive ("Report 0. Last Result Date and Action Date for All Active Course Outcomes")



[0. Course SLO Report _Last Result Date and Action Date for All Active Course Outcomes.xls](#)
34.5 KB



PROGRAM INFORMATION

In this section, you are asked to consider and evaluate your programs, including the annual number of completions, and their program learning outcomes,

PROGRAM COMPLETIONS

Student success is at the core of what we do in assisting students in achieving their goals.

The Chancellor's Office Vision for Success stresses the importance of Program Completion as a major goal for our students. In addition, transfer and career readiness are key components of Palomar College's mission statement.

Link: [Program Completions](#)

Access the link above titled "Program Completions" and copy and paste five years of completion data for each of your discipline's degrees and certificates.

Degrees and Certificates Awarded (Count)

Academic Year AT APD Student Count Column Labels

Row Labels 2016-17 2017-18 2018-19 2019-20 2020-21 2021-22

AA/AS

Associate in Science Degree 67 65 46 49 72 51

AA/AS Total 67 65 46 49 72 51

Certificate

Certificate of Achievement 81 73 136 131 151 142

Certificate Total 81 73 136 131 151 142

Grand Total 148 138 182 180 223 193

PROGRAM LEARNING OUTCOMES

Do you confirm that all of your programs have been assessed since August 2020 (Result Summary Date)?

No

If you answered no, please explain.

Our department has one full-time faculty with many duties. A temporary full-time faculty person has been assigned to update the SLO's for all classes and is gathering data for input.

Upload a copy of your SLO report from Nuventive ("Report 2. Last result, action, and follow-up date for each active program outcome").



[2. Last Result, Action, and Follow-up Date for Each Active Course Outcome.xls](#)
32 KB



Program Review Reflection and Summary

In this section you are asked to evaluate your programs by considering their program learning outcome assessments, the annual number of completions, and any other internal or external factors that had an impact on your program.

What factors have contributed to the success of your program(s)? Describe how they have contributed.

What factors have contributed to the success of the program? There is still much interest in the Fire Service as a career and we believe that keeps our classes full. Factors include good instructors, a curriculum based on a national model (FEMA FESCHE), and our institution has a good reputation among fire agencies.

What factors have presented challenges for your program(s)? Describe the impact of these challenges.

What factors are challenges? Many of our classes start at full or over full, yet we do not have the classroom space or FTE to grow. We are falling further behind other community colleges in the region that offer much more in their program, and this could hurt our ability to draw students in the future.

CAREER AND LABOR MARKET DATA

The Chancellor's Office Vision for Success stresses the importance of increasing the percent of exiting students who report being employed in their field of study. It is important for us to consider how **all** of our programs connect to future careers.

Go to this website <https://www.onetonline.org/> and enter your discipline in the bubble on the top right for ideas about potential occupations. Click on an example to see more detail.

The following websites are for CTE related data:

- [Centers of Excellence](#) (many other data resources besides supply and demand) Password: GetLMI
- [LaunchBoard](#)
- [LaunchBoard Resource Library](#)
- [Chancellor's Office Data Mart](#)
- [Career Coach-San Diego Workforce Partnership](#)
- [EDD Labor Market Info](#)
- [Career One Stop](#)

What kinds of careers are available for people who complete your programs (and/or transfer)? (Refer to O*net Link below) Are there any new or emerging careers? If so, how would the new or emerging careers impact your future planning?

Similar careers include emergency dispatching, Fire Prevention specialists, GIS mapping, equipment operators, equipment mechanics, Airfield Operations, and Foresters. We are exploring the expansion of our program to help students into these allied career paths.

What are the associated knowledge, skills, abilities (KSA's) needed for the occupations listed above? (click examples in the link above to get ideas)

Communicate

Understand spoken information.

Speak clearly so listeners can understand.

Listen to others and ask questions.

Understand written information.

Read and understand work-related materials.

Write clearly so other people can understand.

Reason and Problem Solve

Notice when something is wrong or is likely to go wrong.

Analyze ideas and use logic to determine their strengths and weaknesses.

Use reasoning to discover answers to problems.

Combine several pieces of information and draw conclusions.

Judge the costs and benefits of a possible action.

Understand new information or materials by studying and working with them.

Follow guidelines to arrange objects or actions in a certain order.

Recognize the nature of a problem.

Concentrate and not be distracted while performing a task.

Develop rules that group items in various ways.

Make sense of information that seems without meaning or organization.

Manage Oneself, People, Time, and Things

Check how well one is learning or doing something.

Manage the time of self and others.

Work with People

Look for ways to help people.

Change behavior in relation to others' actions.

Be aware of others' reactions and understand the possible causes.

Teach others how to do something.

Work with Things

Operate and control equipment.

Watch gauges, dials, and output to make sure a machine is working properly.

Perceive and Visualize

Identify a pattern (a figure, object, word, or sound) that is hidden in distracting material.

Quickly and accurately compare letters, numbers, objects, pictures, or patterns.

Imagine how something will look if it is moved around or its parts are rearranged.

Know one's location in a physical setting and recognize where other objects are located in relation to oneself.

How does your program help students build these KSA's?

Fire Service KSAs are embedded into our entire curriculum which follows the Fema National Fire and Emergency Services Higher Education (FESCHE) Initiative. They are enforced during the Fire Academy, which follows national NFPA standards.

The following four questions are for CTE programs only. If you are not a CTE program, please go back to the BASIC INFORMATION tab and select "no" for "Are any of your programs TOP coded as vocational (CTE/CE)?"

What is the regional three-year projected occupational growth for your program(s)?

In our region, an additional 500 firefighters will be needed in the next five years. To match the need, we would like to have Fire Technology courses at all three centers. There is a large need for Fire prevention courses and dispatcher certification training that is needed to fulfill openings in the region.

What is being done at the program level to assist students with job placement and workforce preparedness?

To assist students with job placement and workforce preparation, our Fire Academy prep Class (Fire 51) covers interview techniques, resume building, physical fitness training, and an introduction to basic skills. Most of our instructors in Fire Technology and the Fire Academy have many years of experience and come from many agencies and can provide students with information about openings, interview prep, and other items.

When was your program's last advisory meeting held? What significant information was learned from that meeting?

Our last advisory board meeting was held in May 2023 (it is very challenging to get on this group's schedule). We found much interest in outreach and retention toward obtaining a hiring pool of greater diversity. We are generally fulfilling their needs in student preparation, still we need to shorten the path from Fire Technology through EME Paramedic training which is the largest bottleneck in pre-hire training.

What are the San Diego County/Imperial County Job Openings?

While the statewide projections have glaring errors in the data, CALFIRE is looking to hire 2700 employees over the next several years and local agencies collectively will hire about 500 employees over the next three years. We are looking for methods to offer a second Fire Academy along with additional specialty classes to meet future needs.

PROGRAM GOALS

Progress on Prior PRP Goals

In the most recent PRP cycle, you identified a set of goals. Provide an update to your most recent PRP goals.

[Click here for previous PRPs with goal information.](#)

Prior PRP Goals**Prior Year PRP Goal 1****Brief Description**

Update SLO's

Goal Status

Ongoing

Add any comments related to your work on prior goal (e.g., success, challenges, reasons for eliminating a goal). Describe Outcomes, if any.

Assigned to a Temporary Full-Time Faculty

Prior Year PRP Goal 2**Brief Description**

Add more online classes

Goal Status

Ongoing

**Add any comments related to your work on prior goal (e.g., success, challenges, reasons for eliminating a goal).
Describe Outcomes, if any.**

This has not been completed due to funding and staff availability

Prior Year PRP Goal 3**Brief Description**

Create a new degree Program for Fire Service Supervision

Goal Status

Ongoing

**Add any comments related to your work on prior goal (e.g., success, challenges, reasons for eliminating a goal).
Describe Outcomes, if any.**

Other priorities pushed this toward the bottom of priorities list

Describe any changes to your goals or three-year plan as a result of this annual update.

The goals listed here have not changed much and are still part of our 2 year plan.

Do you have any new goals you would like to add?

Yes

Establishing New Goals and Strategies for the Next Three Years

Goal 1

Brief Description

Offer the Fire Inspector 1 series

How will you complete this goal? Include Strategies and Timeline for Implementation.

Look for FTE and location availability

Outcome(s) expected (qualitative/quantitative)

The desired outcome is to offer the series on a yearly basis while not scheduling at the same time as other regional colleges

How does this goal align with your department mission statement, the college Vision Plan 2035, and /or Guided Pathways?

This goal matches objectives 10 and 11:

Offer programs that are continually reviewed to meet student transfer, workforce, and community needs.

Develop new certificates, associates, and bachelor's degrees aligned with emerging career opportunities.

Expected Goal Completion Date

7/1/2025

RESOURCES

Congratulations! You are nearing completion. In this section, you will consider the resources you need to implement your three-year program review plan and/or address any findings from your assessment of your discipline.

The section is organized into the following five parts:

PART 1: Staffing Needs (Faculty and Additional Staff)

PART 2: Budget Review

PART 3: Technology Needs

PART 4: Facilities Needs

PART 5: One Time Request for Other Needs (NonTechnology Equipment, Supplies, Operating Expenses, Travel)

Reflect upon the three year plan you created above, your current operations, and any upcoming factors (retirements, changes in legislation, and changes in policies or procedures) that will impact your unit. How will you allocate resources to implement your plan? Describe additional resources needed to improve the effectiveness of your unit/program. All resource requests must be aligned with the College's [Vision Plan 2035](#).

Summarize any reallocation/re-organization of resources you are making based upon your three-year plan, your current operations, and any other factors (e.g., legislation). Describe the impact of the reallocation of resources to your unit.

NOTE: All requests listed in the PRP will be reviewed by deans and supervisors, then forwarded to the appropriate review group for prioritization. A resource requests approved to move forward in the review process does NOT guarantee a position or funding.

PART 1: STAFFING NEEDS

Requests for faculty will follow the prioritization process currently in place in the Faculty Position Prioritization committee, which reports to the Education, Equity, and Student Success Council. Requests for new staff positions will be prioritized at the division level and reviewed at Exec.

Are you requesting additional full-time faculty?

Yes

REQUEST FOR ADDITIONAL FULL-TIME FACULTY

Faculty Request 1

Title of Full-Time Faculty position you are requesting

(2) Full Time Faculty in Fire Tecnology

How will this faculty position help meet district (Guided Pathways, Strategic Plan, Strategic Enrollment Management etc.), department and/or discipline goals? Please be sure to tie this back to your PRP goals and three year plan.

The Fire Technology Program will need Full-Time Faculty to support ongoing programs such as SLO updates, PRPs, FESHE reporting, and the management of related programs. This would tie into Strategic Goal 3 objective 3 and Sp Goal 4.

Is there a scarcity of qualified Part-Time Faculty (for example: Specialized degree/experience, emerging/rapidly changing technology, high demand)?

There is a scarcity of qualified part-time faculty as many of the most qualified are full-time first responders and can't work for other college full-time.

Are you requesting this position for accreditation, regulatory, legislative, health and safety requirements? Please explain.

The State Board of Fire Services accredits the Fire Technology Program through the California State Fire Marshall's Office-State Fire Training. This Accreditation calls for proper staffing and support for any Fire Technology Programs and is reviewed every five years.

Utilizing your PRP data, please summarize the discipline productivity, efficiency, and any regional career education needs for this discipline.

We have reduced the number of Fire Technology courses, which resulted in higher class sizes. Most of the courses are at or above minimums making this program very efficient.

That being said, State Fire Training is constantly changing or adding to their curriculum, and the replacement Full-Time Staff would be tasked with ensuring our program is up-to-date, and the Part-Time Faculty are well supported.

Is your department affected by faculty on reassigned time? If so, please discuss.

Fire Technology has one person on reassigned time as a department chair and Fire Academy Supervisor/Director, which aids in keeping up with all of the administrvia that seems to come our way. We have had two full-time faculty retire within the last several years, and that has impacted us as we are a small staff.

Are you requesting AA, CAST for Classified Staff?

No

PART 2: BUDGET REVIEW

Request that your ADA provide you with your *Available Budget Report* and complete this section.

Review your recent Budget/Expenditure reports and consider your three-year PRP plan.

Do you have any ongoing needs or needs to augment your regular budget?

Yes

What budget considerations would you like your dean/supervisor to be aware of or to consider? Describe the need and the amount of the adjustment.

Public Safety has old, outdated computers that can't be upgraded (due to age) and have constant operational issues.

PARTS 3, 4 and 5 – TECHNOLOGY, FACILITIES AND OTHER NEEDS

1.One-Time Fund Requests. Through the PRP process the college implements an approach for prioritizing and allocating one-time needs/requests. Prioritization takes place through the appropriate groups, leadership, and the Budget Committee. The executive team and Resource Allocation Committee consider various sources for funding PRP requests. Resource requests also inform the larger planning process like Scheduled Maintenance Plans, Staffing Plans, and institutional strategic planning.

For more information about funding sources available, see [IELM BLOCK GRANT, LOTTERY, PERKINS AND STRONG WORKFORCE GUIDELINES](#) (on the left menu of the webpage).

If you are a CTE program and think you may qualify for CTE funds for your PRP request(s), you are STRONGLY encouraged to answer the call for Perkins/Strong Workforce grant applications in February. Contact the Dean of CTEE for additional information.

Consider submitting one-time requests only if you have verified that you cannot fund the request using your general discretionary funds or other funds.

1.Technology and Facilities Review. Requests for technology and facilities are assessed by the Deans and then, if appropriate forwarded to the proper institutional group (e.g., technology review committee, or facilities) for review and feedback.

PART 3: TECHNOLOGY NEEDS

Will you be requesting any technology (hardware/software) this upcoming year?

Yes

Technology Request

Technology Request 1

What are you requesting?

We are requesting twelve new computer workstations for Public Safety.

Is this a request to replace technology or is it a request for new technology?

Replacement of Technology

Who is the current user of the requested replacement technology?

All public Safety Staff are users of the current equipment.

Provide a detailed description of the the request. Include in your response:

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

Public Safety needs updated computers for all workstations at the Escondido and Santar Place locations. If we are to grow the program we need to ensure we have stable platforms in which to do the work.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

Who will be impacted by its implementation? All members of the Public Safety staff will be affected.

c. What are the expected outcomes or impacts of implementation?

What are the expected outcomes or impacts of implementation? We anticipate quicker data processing with less errors and machine failures.

d. Timeline of implementation

We would like to move forward with implementation in the 24/25 fiscal year.

What is the anticipated cost for this request? If any, list ongoing costs for the technology (licenses, support, maintenance, etc.).

We anticipate the cost at \$25,000

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

This purchase would help greatly with Goals 1: Update SLO's, 2: Create more online courses, 3: Create a new Fire Service Supervision program

What Educational Vision Plan 2035 Goal/Objective does this request align with?

2:6

If you have multiple requests for technology and had to prioritize, what number would you give this? (1 = Highest)

1

What impacts will this request have on the facilities/institution (e.g.,water/electrical/ADA compliance, changes to a facility)?

There should be no change to the facility infrastructure.

Will you accept partial funding?

No

PART 4: FACILITIES REQUESTS

Do you have resource needs that require physical space or modification to physical space?

Yes

Facilities Requests

Facility Request 1

What are you requesting?

Public Safety is requesting a new facility to house Fire, Law, and EME programs. This facility should include classrooms, a firing range, burn building, storage, and a large concrete training area.

Provide a detailed description of the the request. Include in your response:

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

Public Safety currently leases a training facility from the City of San Marcos, and the annual cost is rapidly increasing. While this facility has served us for a number of years it lacks basic items such as proper storage of equipment, there are no showers or lockers for the students (a major health concern), and the building are aging and have many issues with HVAC and other systems.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

Who will be impacted by its implementation? Everyone associated with Public Safety and EME would be affected.

c. What are the expected outcomes or impacts of implementation?

Implementation should bring an increasing number of students, allow growth of current and new programs, and create a safer environment for all.

d. Timeline of implementation

Public Safety would like to see this facility within the next five years.

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

Approximate cost will be 50 Million Dollars,

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

What PRP plan goal/objective does this request align with? All of our goals would be affected by this new facility.

What Educational Vision Plan 2035 Goal/Objective does this request align with?

| | | | |
|------|-----|-----|-----|
| 1:3 | 2:3 | 4:1 | 5:1 |
| 1:4 | 3:1 | 4:5 | 5:2 |
| 1:7 | 3:5 | 4:6 | 5:4 |
| 1:10 | 3:6 | 4:7 | 5:4 |

If you have multiple requests for facilities and had to prioritize, what number would you give this? (1 = Highest)

1

What impacts will this request have on the facilities/institution (e.g.,water/electrical/ADA compliance, changes to a facility)?

We believe a new facility housing field-based public safety training that would create graduates that have been exposed to all facets pf the Public Safety Field

Will you accept partial funding?

No

PART 5: OTHER ONE-TIME NEEDS

For more information about funding sources available, see [IELM BLOCK GRANT, LOTTERY, PERKINS AND STRONG WORKFORCE GUIDELINES](#). Please check with your department chair on the availability for this cycle.

Do you have one-time requests for other items (e.g., Non-technology equipment, supplies, operating expenses, travel) that your budget or other funding sources will NOT cover?

Yes

Requests**Item 1****What are you requesting?**

Travel funds to attend CFTDA conferences.

Provide a detailed description of the the request. Include in your response:**a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)**

The California Fire Technology Directors is a significant working group that meets quarterly in different areas of the State. It is well attended and consists of Chairs and Directors from all over the state along with members from State Fire Training. These meetings provide much valuable insight into college-level Fire Service Training.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

The Public Safety Chair

c. What are the expected outcomes or impacts or implementation?

Improved communication with state fire training and other comtemporaries.

d. Timeline of implementation

We wish to start implementation n the FY 45-25 fiscal year.

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

We anticipate the cost at \$2500

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

None

What Educational Vision Plan 2035 Goal/Objective does this request align with?

2:4

2:5

2:7

If you have multiple requests for facilities and had to prioritize, what number would you give this? (1 = Highest)

3

What impacts will this request have on the facilities/institution (e.g., water/electrical/ADA compliance, changes to a facility)?

No impacts anticipated

Will you accept partial funding?

Yes

Budget Category

Travel Expenses for Faculty

Please upload a copy of the quote, if available.

Item 2

What are you requesting?

We are requesting funds to offer NOHE assignments to create online canvas shells of ALL Fire technology courses to increase our online offerings.

Provide a detailed description of the the request. Include in your response:

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

As mentioned earlier, online courses are becoming more popular. To meet the needs of our students, we need all Fire Tech classes (except 51, and 151)

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

Ull-time and Part-time Faculty will be affected as they will be performing the work.

c. What are the expected outcomes or impacts or implementation?

The expected outcome is a greater variety of course offerings to meet the needs of our students.

d. Timeline of implementation

We would like to complete this in FY24/25,

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

We are asking for 5 NOHE assignments based on the Non-Instructional rate of 89.19 (Grade B Step 5). Cost per class is \$1229.5 with a total of \$11,147.5

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

This request aligns with goal number 2.

What Educational Vision Plan 2035 Goal/Objective does this request align with?

1:8

3:1

3:5

5:1

If you have multiple requests for facilities and had to prioritize, what number would you give this? (1 = Highest)

2

What impacts will this request have on the facilities/institution (e.g., water/electrical/ADA compliance, changes to a facility)?

No Impacts to facilities

Will you accept partial funding?

No

Budget Category

Operating Expenses

Please upload a copy of the quote, if available.**I confirm that all full-time faculty in this discipline have reviewed the PRP. The form is complete and ready to be submitted.**

Yes

Enter your email address to receive a copy of the PRP to keep for your records.

dmiller2@palomar.edu

Feedback and Review

Department Chair**I confirm that the PRP is complete.**

Yes

Department Chair Name

Dave Miller

Date

4/2/2024