***Note required information:*** *Program or certificate changes require a change to the catalog page. All change of program or certificate proposals must include the new catalog page, with all proposed changes, at the end of this document. All changes that affect the courses, words, numbers, symbols, program description, admissions requirements, and graduation requirements must be documented. Note before completing this proposal that all new courses and current prerequisite, co-requisite, core, or elective courses changes must have already been reviewed (or submitted for the same meeting) by the Curriculum Committee and approved by the Provost. The Track Changes feature in Word must be used to illustrate all changes to the catalog page.*

|  |  |
| --- | --- |
| **School or Division** | School of Health Professions |
| **Program or Certificate** | Fire Fighter I/II (Certificate) |
| **Proposed by (faculty only)** | Joe Washburn, Mike Jimenez  |
| **Presenter (faculty only)** | Joe Washburn |
| Note that the presenter (faculty) listed above must be present at the Curriculum Committee meeting or the proposal will be returned to the School or Division and be resubmitted for a later date. |
| **Submission date** | 10/26/2020 |

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| All Curriculum proposals require approval of the Curriculum Committee and the Provost. Final approval or denial of a proposal is reflected on the completed and signed proposal. |
|[ ]  Approve |[ ]  Do Not Approve |  |
|  |  |
| *Curriculum Committee Chair Signature* |  | *Date* |
| [ ]  | Approve | [ ]  | Do Not Approve |  |
|  |  |
| *Provost Signature* |  | *Date* |
|  |
| All Curriculum proposals require review by the Office of Accountability & Effectiveness. |
|[ ]  Reviewed |  |
|  |  |
| *Office of Accountability & Effectiveness Signature* |  | *Date* |

**Section I, Important Dates and Endorsements Required**

**nOTE:** Course and Program changes must be submitted by the dates listed on the published Curriculum Committee Calendar. Exceptions to the published submission deadlines must receive prior approval from the Provost’ Office.

|  |  |
| --- | --- |
| **Term in which approved action will take place** | Exception (Requires approval before submission to the Curriclum Committee) |
| **Provide an explanation below for the requested exception to the** effective **date.** |
| Florida Department of Education along with the Florida Division of the State Fire Marshal has changes the certificate program hours from 398 to 492 hours effective July 1 2020. Pursuant to 633.128, Florida Statutes, the Department of Financial Service, Division of State Fire Marshal, has established training requirements for firefighters and volunteer firefighters. These requirements are implemented by Rule 69A-37.055, Florida Administrative Code. This program is a planned sequence of instruction consisting of two occupational completion points. (NOTE: The curriculum frameworks are subject to change by the Bureau of Fire Standards and Training (BFST) as IAW statutory or Florida Administrative Code (F.A.C.) rule changes.) |

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| **Any exceptions to the term start date requires the signatures of the Academic Dean and Provost prior to submission to the Dropbox.** |
| **Dean**  | **Signature** | **Date** |
|  |  |  |
| **Provost** | **Signature** | **Date** |
| Dr. Eileen DeLuca |  |  |

| **Required Endorsements** | **Type in Name** | **Select Date** |
| --- | --- | --- |
| **Department Chair or Program Coordinator/Director** | Joseph S. Washburn  | 10/26/2020 |
| **Academic Dean or Provost** | Dr. Thomas Norman | 11/13/2020 |

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| **List all faculty endorsements below. (Note that proposals will be returned to the School or Division if faculty endorsements are not provided).** |
| Joe Washburn, Michael Jimenez  |

**Section II, Proposed Changes**

|  |  |
| --- | --- |
| **Do any of the changes affect the AA focus? (If so, a Change of Program proposal is also needed.)** |  [ ]  Yes  [x]  No |
| **Have the deans of the General Studies been contacted/consulted?** |  [ ]  Yes  [x]  No |
| **Have you attached an updated catalog page?** |  [x]  Yes  [ ]  No |
|  |  |
| **Change of School, Division, or Department** | List new school, division, or department |
| **Change to program or certificate name** |  |
| **List below, any changes to the program or certificate prerequisites. Include course titles and credits if applicable.** |
| List changes to program or certificate prerequisites |
| **List below, any changes to the General Education requirements. Include course titles and credits if applicable.** |
| List changes to program or certificate General Education requirements |
| **List below, any changes to the program or certificate Core requirements. Include course titles and credits if applicable.** |
| List changes to program or certificate Core requirements |
| **List below, any changes to the program or certificate Elective requirements. Include course titles and credits if applicable.** |
| List changes to program or certificate Elective requirements |
| **List below, any other changes to the program or certificate requirements.**  |
| List other changes |
| **Change to program length (credits or clock hours to complete)** | From: 398To: 492 |

**Include complete new catalog page as an attachment. Proposals without the new catalog page will not be reviewed by the committee.**

**Section III, Justification for proposal**

**Include state frameworks, accrediting or professional organization recommendations or requirements, workforce data, and/or crosswalks.**

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| **Provide justification (below) for each change on this proposed curriculum action.** |
| Florida Department of Education along with the Florida Division of the State Fire Marshal has changes the certificate program hours from 398 to 492 hours effective July 1 2020. Pursuant to 633.128, Florida Statutes, the Department of Financial Service, Division of State Fire Marshal, has established training requirements for firefighters and volunteer firefighters. These requirements are implemented by Rule 69A-37.055, Florida Administrative Code. This program is a planned sequence of instruction consisting of two occupational completion points. (NOTE: The curriculum frameworks are subject to change by the Bureau of Fire Standards and Training (BFST) as IAW statutory or Florida Administrative Code (F.A.C.) rule changes.) |