

Staff Meeting Minutes

INSTITUTION NAME:	Florida SouthWestern State College		
DATE, TIME, + LOCATION OF MEETING:	FSW LEE campus 08/21/2020		

ATTENDANCE			
Community of Interest	Name(s) – List all members. Multiple members may be listed in the same category.	Present – Place an ‘x’ for each person present	
Program Director	Joe Washburn	x	
Medical Director	Alex Rodi		
Program Coordinator	Chris Clemens		
Program Coordinator	Tresa Hibben	x	
Program Coordinator	Matt Stachler	x	
Program Coordinator	Rima Stevens		
EMS Support Specialist	Mike Knoop	x	
EMS Support Specialist	Tracy House	x	
EMS Support Specialist	Tammy Mole’	x	
EMS Support Specialist	Linda Welch		
Other			
Program Coordinator-Fire	Mike Jimenez		
Program Coordinator-Fire	Gene Etchevery		
Program Coordinator-Fire	John Wayne		

Agenda Item		Discussion	Action Required	Lead	Goal Date
1.	Call to order	Joe Washburn	Yes / No	Joe	
2.	Roll call	n/a	Yes / No		
3.	Review and approval of meeting minutes	n/a	Yes / No	NA	
4.	<ul style="list-style-type: none"> <input type="checkbox"/> Enrollment <input type="checkbox"/> Unit Exam Effectiveness <input type="checkbox"/> Comprehensive Final Exam <input type="checkbox"/> Lab Practical Final Exam <input type="checkbox"/> State Examination 	<p>Joe: We are here to speak about the results from Certificate-EMT for our effectiveness plan.</p> <p>Enrollment: During the 2019-20 academic year, the EMT Program will have enrollment annually set to 142 students. Including students who are retaking the course. Joe: We met the goal with 146 EMT students enrolled. Matt: This will fluctuate semester to semester depending on how many students need to retake courses etc. Joe: I agree, but we would like to have no one retaking the course and pass 100% but we know that is very hard to achieve. Tresa: But we did succeed in meeting the goal and obviously there is a need or want for EMT's. With COVID that could either way. Either way we should be proud of it. Joe: Lets keep the goal the same and see what our numbers are like for the next year.</p> <p>Unit Exam Effectiveness: The Certificate- Emergency Medical Technician (EMT) Program students will participate in 6 unit exams throughout the course. 15% of the EMT students will pass all six unit exams on the first attempt by the end of the academic year 2019-2020. Joe: We did meet this goal. We had 126 EMT students take the exams with 19 successfully passing all of the 6. That is 15.0% of the students. Matt: That's great I though COVID would bring it down a lot. Tresa: Yes, me too. Joe: We did have some students drop during the spring semester because of the pandemic and we had 3 exams given</p>	Yes / No		

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	<p>after the 2 months off. I thought it would effect these scores more as well. Matt: So the notes and classroom projects could be helping these scores. Tresa: We need to compare the Fall 2019 to the Spring 2020 data before and after the 2 months off to figure out were we are still suffering. Joe: We barely made the goal. Lets keep the goal the same for no till we see another increase.</p> <p>Comprehensive Exam: The Certificate- Emergency Medical Technician (EMT) Program will ensure that 62% of the EMT students, will achieve a cut score of a 72% or higher on their first attempt of the comprehensive final examination during the academic year 2019-20.</p> <p>Joe: We did not mee this goal. We had 107 Students that made a first attempt only 55 passed for a pass rate of 51% first timers. Matt: This is where you will see the Covid 19 effect our EMT courses. We had lots of students drop and we had 2 months off before they even came back to class for online lecture. Tresa: I agree, some students just don't learn well with online lectures. And you can learn a lot from your peers that was not able to happen easily like after class or in a coffee shop. I guess they could have zoomed or facetimed. Joe: Also last year we counted the people retaking the couse this year we did not. So that could be a contribution to it all. So far for this next year we should not hopefully have a huge school shut for months. Lets keep the goal the same and see what happens.</p> <p>Lab Practical Final Exam: The Certificate- Emergency Medical Technician Program will have an average of 90% of</p>			

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		<p>the students passing the Lab practical final examination on the first attempt, during the academic year 2019-20.</p> <p>Joe: We did not meet this goal. We had 114 EMT students take the Lab final exam and 86 passed on the first attempt. That is a 75% pass rate. This is the second year we have not made the goal. I am becoming concerned. What are we doing wrong?</p> <p>Matt: Covid probably played a role in this one as well. But I understand what you are saying. We need to make a change in something and it could be something small we are just not catching.</p> <p>Tresa: What if we moved the midterm back closer to the end of the semester.</p> <p>Joe: That could work it would give them more practice on the front side of class and is something small we can change. Also be in the zone for the final.</p> <p>Matt: Can we lower the goal our averages seem to be around 70 to 75. Maybe go down to 80.5%.</p> <p>Joe: Yes, we can do that.</p> <p>State Examination: The EMT students must successfully pass the NREMT state exam to obtain licensure. During the academic year 2019-20, we would like to see 90% of the Emergency Medical Technician students successfully pass the NREMT exam on the first attempt.</p> <p>Joe: The goal was not met. Only 52 of the 107 students have taken the exam. 45 have passed on the first attempt. Due to the pandemic, spring students would have attempted the exam before August 28th when the data was extracted. So there are still students from spring 2020 waiting to take or need to take the exam.</p> <p>Matt: Because we could not have them complete the course till July 31 2020 because of COVID.</p>			

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		<p>Joe: Correct. Only 6 students from Spring have taken it.</p> <p>Tresa: Well I think we can still meet the goal we just need to wait for the data from spring to start coming in.</p> <p>Matt: We did have a lot of students drop as well and those could have been our top performers on this exam.</p> <p>Joe: Well we cant be sure either way, lets keep the goal the same and see what happens when the spring data starts to come in.</p>			
5.	Next meeting(s)		Yes / No		
6.	Adjourn		Yes / No		

Minutes prepared by Tamara Mole'

Date 8/28/2020

Minutes approved by _____

Date _____

If item #5 above was acted on, then:

Medical Director's signature _____

Date _____

