**MEETING NOTES**

**August 12, 2024**

**EMS Department Meeting**

Attendees: Director, Program Manager, EMS Support Specialists, Program Coordinators, and EMS Instructors (excused: Lynn DiSomma-Sentner)

Topics:

**CA Training Recap**

* Megan confirmed CA preference for Collier EMT lab in the morning
* Meeting minutes pending; will be distributed once all notes are sent to Cassie

**2024-25 Effectiveness Plan Goals**

**Current Goals Review**

* Maintaining current goals for Airway and Cardiology unit exams (Paramedic program)
	+ Purpose: Monitor trends of previous cohorts vs. current cohorts
* Keeping EMT Airway and Cardiology Unit Exam goals
	+ Purpose: Review the impact of Lynn's program changes on overall scores

**New Policies**

* Students scoring below 75% on a unit exam must retake the exam
* Implementing prescription homework for EMT students (similar to the Paramedic program)

**FISDAP Communication**

* Megan in the process of communicating with FISDAP
* Current V2 unit exams for Paramedic are 4 years old

**Concerns and Tracking**

* Potential skewing of FISDAP test results due to resources like Quizlet
* Will track first-time pass rates:
	+ Paramedic comprehensive final vs. National Registry first-time pass rates

**New Goals**

* Team was asked for their suggestions and ideas on future operational and program learning goals for EMT and Paramedic programs.
* Class average for each EMT unit exam (24-25 academic year): Increase from 72% to 75%
* EMT Comprehensive Final:
	+ Goal increased from 70% to 75%
	+ Cut score remains at 70%
* NREMT certification exam:
	+ Current goal is 83% first-attempt pass rate goal - Aim to align with the national average (around 70%, Megan to confirm)

**House Bill 233 Section 1004.097**

* Allows students to record professors for personal educational use without permission.

**Staffing Updates**

* Jennifer Hoar: Starting September 15th as full-time program coordinator (Collier EMT)
* Roy Brown: Joining Fall 2024 as fire science adjunct
* Emergency Remote Training for new hires: Letty needs to complete

**Collier Campus Renovation**

* May impact the EMT program for two years.
* Limited classroom space, may result in a smaller EMT cohort
* Lab space will be sustained

**Changes to Teaching Evaluations**

* Effective this year:
	+ Increased frequency to annual
	+ Simplified process
* Staff must submit by February 14th:
	+ Student Opinion Surveys (SOS)
	+ Success Data
	+ Reflection
	+ Goals
* Professional development training will be provided.

**Important Operational Notes/Reminders**

* Attendance Verification:
	+ Timely completion crucial for grade input and financial aid disbursement
	+ Ensure the attendance verification quiz is published in all Canvas courses
* BibliU: Textbooks and access codes are expected to be available in the bookstore soon
* Room Requests & Capacity:
	+ Only request necessary rooms/times
	+ Computer rooms on the Lee campus are limited
* Open Discussion and Q&A
	+ Time allocated for questions and further discussion

**Next steps**

* Cassie to compile meeting minutes from the CA training recap and send out for confirmation.
* Megan to confirm the current national average pass rate for the NREMT certification exam.
* Letty to complete the emergency remote training.

**Reminders**

• Convocation – August 14th – BB Mann

• Paramedic Graduation – December 4th at 6pm