



Agenda Item	Acted	Discussion	Action Required	Lead	Goal Date
<p><b>1. Call to Order</b></p>	<input checked="" type="checkbox"/>	<p>New advisory committee meeting format recommended by CAAHEP</p>	<p>Open Discussion</p>	<p>Steve Holt and Chris Herring</p>	<p>N/A</p>
<p><b>2. Program Goals &amp; Learning Objectives</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Reviewed the verbatim language required in the CAAHEP Standard II.C. Program Goals – Minimum Expectations<sup>1</sup></li> <li><input type="checkbox"/> Established or reviewed additional goals<sup>2</sup></li> </ul>	<input checked="" type="checkbox"/>  <input checked="" type="checkbox"/>	<p>Chris Herring presented the verbatim language required in the CAAHEP Standard II.C Program Goals - Minimum Expectations. The language was approved as presented.</p> <p>Discussion of establishing additional program goals focused on increasing student recruitment efforts, including researching potential EMS education scholarship opportunities, and employer sponsorships.</p> <p>Paramedic Program Minimum Patient/Skills Experience Goals were discussed. Although the best skills experience is gained through encounters with patients in the clinical and field environment, due to the unpredictable nature of EMS call volume, high fidelity simulation was recommended as an alternative to reach established goals. The minimum goals were approved as presented..</p>	<p>1. IVC Paramedic Program faculty will include adopted language in course catalog material and documentation.</p> <p>2. Minimum Patient/Skills Experience Goals will be included in program curriculum beginning with the next paramedic class.</p> <p>3. EMS provider agencies, IVC, and Imperial County EMS Agency will research potential funding streams (i.e. grant programs, foundations, employer sponsorships, etc.) to develop and implement Paramedic Program Scholarship opportunities.</p>	<p>1. Steve Holt, Tina Aguirre 2. Steve Holt 3. Individual agencies</p>	<p>Spring 2017</p>

<sup>1</sup> CAAHEP Standard II.C. Program Goals - Minimum Expectations states:

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<b>3. Annual Report and Outcomes</b> <input type="checkbox"/> Graduate Surveys <input type="checkbox"/> Employer Surveys <input type="checkbox"/> Resources Assessment Matrix <input type="checkbox"/> Thresholds	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Best practices to distribute and collect surveys and reports were discussed. IVC Faculty should develop adequate processes for distribution and collection of surveys from students and employers.	Student and Employer Survey plan.	Steve Holt	Fall 2017
<b>4. Other Assessment Results</b> <input type="checkbox"/> Student <input type="checkbox"/> Faculty <input type="checkbox"/> Program <input type="checkbox"/> Other	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>				
<b>5. Program Changes (possible changes)</b> <input type="checkbox"/> Course changes <input type="checkbox"/> Preceptor changes <input type="checkbox"/> Clinical and field <ul style="list-style-type: none"> <li><input type="checkbox"/> Reviewed &amp; endorsed minimum patient encounters</li> <li><input type="checkbox"/> Curriculum</li> <li><input type="checkbox"/> Content</li> <li><input type="checkbox"/> Sequencing</li> </ul>	<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> <input checked="" type="checkbox"/>	See attachment 1	See attachment 1	Steve Holt, Tina Aguirre, Bruce Haynes, Chris Hering	Spring 2016
<b>6. Substantive Change (possible changes)</b> <input type="checkbox"/> Program Status <input type="checkbox"/> Sponsorship <input type="checkbox"/> Sponsor Administrator Personnel <input type="checkbox"/> Program Personnel <input type="checkbox"/> Addition of Distance Education <input type="checkbox"/> Addition of Satellite Program	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Tina Aguirre notified the group that Steve Holt would be named the Interim Program Director due to the sudden illness of Rick Goldsberry.	No action necessary.	Steve Holt	November 22, 2016
<b>7. Other Identified Strengths</b>	<input type="checkbox"/>				

The program must have the following goal defining minimum expectations:

Paramedic: "To prepare competent entry-level Paramedics in the cognitive (knowledge), psychomotor (skills), and affective (behavior) learning domains with or without exit points at the Advanced Emergency Medical Technician and/or Emergency Medical Technician, and/or Emergency Medical Responder levels."

2 Additional program goals are not required by the CAAHEP Standards. If additional program goals are established, then the program must measure them.

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<b>8. Other Identified Weaknesses</b>	<input checked="" type="checkbox"/>	The group discussed the current method used to track student's patient encounters. Currently students use pen-and-paper forms to document track patient encounters. The CoAEMSP site visit team recommended using an electronic, web-based, tracking system.	Steve Holt will research and implement an electronic, web-based, tracking system for paramedic students.	Steve Holt	Spring/Fall 2017
<b>9. Action Plan for Improvement</b>	<input type="checkbox"/>				
<b>10. Other Business</b>	<input type="checkbox"/>				
<b>11. Next Meeting(s)</b>	<input type="checkbox"/>	SPRING 2017			

Minutes prepared by Christopher Herring, Chair CH Date January 31, 2017

Minutes approved by Steve Holt, Program Director SH Date February 15, 2017