

El Camino College  
Industry & Technology Division  
Fire & Emergency Technology Program Meeting

Minutes  
March 3<sup>rd</sup>, 2016

**Attendees:** Dr. Stephanie Rodriguez, Lee Macpherson, William Melendez, Kevin Huben, Ryan Carey, Deborah Zavala

**Notes/ Minutes:** Ryan Carey

**1) Plan Builder Updates/ PRP Entry**

All needs have been identified and added to the FTEC Program Review and include hiring a new full-time FTEC admin assistant, building a new Joint Training Center that will provide facilities that will update the Fire Academy to be in line with current State Fire Training requirements and additional classrooms and labs to afford future additional training opportunities for industry collaborations.

**2) Curriculum Review**

Program review for FTEC was completed and submitted in Fall 2015 and is in effect until 2019. At the current time FTEC has one PLO assessment that is due (PLO #1: Minimum Qualifications).

**3) New Course and Certification Recommendations**

There were many ideas about adding new California State Fire Training Certifying courses that had been used in the past but deactivated. Discussions focused on which classes were needed and how to go about re-activating the curriculum for them. Craig Neumann has been actively working on curriculum for Fire Prevention level 1-3 in addition to some others. There is an industry need for these classes and will need to work more directly with local Fire Departments to assess the needs of individual classes, then work closely with them to follow through on providing courses that are needed.

**4) SLO Assessments**

SLO's are up to date, and the FTEC program is on track to submitting the SLO's due which include: FTEC 2, 5, 6, 10, 11, 20, 130, 134, 136, and 138.

**5) Adjourn**

Meeting was adjourned.