



ACADEMIC PROGRAM PROPOSAL FORM

DIRECTIONS: Use this form when proposing a new major or primary field of study, new emphasis, or new degree program.

DATE SUBMITTED: 18 Feb 16

INSTITUTION: College of Southern Nevada

REQUEST TYPE: New Degree
 New Major or Primary Field of Study
 New Emphasis

Date of AAC Approval:
March 2, 2016

Date of Board Approval:

DEGREE (i.e. Bachelor of Science): Bachelor of Applied Science

MAJOR (i.e. Animal Science): Fire and Emergency Services Administration

EMPHASIS (i.e. Equine Studies):

CREDITS TO DEGREE: 121

PROPOSED SEMESTER OF IMPLEMENTATION: Fall 2017

Action requested:

Approval of a Bachelor of Applied Science (BAS) degree in Fire and Emergency Services Administration at the College of Southern Nevada.

A. Brief description and purpose of proposed program

This Bachelor of Applied Science Degree in Fire and Emergency Services Administration is intended for students who wish to hone their managerial skills and further compliment the technical skills they have already acquired with the AAS Degree in Fire Science Technology Management. This BAS will advance career promotional opportunities beyond the AAS degree and provides fire service personel a clear academic pathway with stackable credentials. Students will complete additional coursework that is compliant with the Fire and Emerency Services Higher Education (FESHE) model curriculum. The BAS degree will be granted to students who have successfully completed an AAS degree in fire science or a closely related degree from a regionally accredited community college and matriculate to complete the core and non-core courses recommended by FESHE.

B. Statement of degree or program objectives

Students will acquire the knowledge and skills needed to be entry level competent in the areas of:
- Community Risk Reduction

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- Fire and Emergency Services Administration
- Fire Prevention Organization and Management
- Personnel Management for the Fire and Emergency Services
- Political and Legal Foundations of Fire Protection
- Public Fire Protection
- Fire Dynamics
- Disaster Planning and Control
- Fire Protection Structures and Systems
- Fire Related Human Behavior
- Managerial Issues in Hazardous Materials

C. Plan for assessment of degree or program objectives

Curriculum will mirror the FESHE Model Curriculum as published by the National Fire Academy. This FESHE Model Curriculum includes core courses and non-core courses. The CSN degree plan will include both core and non-core courses. Degree plan will be submitted to FESHE for program approval.

D. Plan for assessment of student learning outcomes and the use of this data for program improvement

Assessment of student learning outcomes is faculty, student and employer driven. CSN will utilize the following assessment methodologies to assess achievement of student learning outcomes:

- Graduate feedback six months' after program completion
- Employer feedback six - nine months' after program completion
- Assessment rubric of student work samples

Data from these assessment methods will be shared with program faculty and program advisory committee for program improvement.

E. Contribution and relationship of program objectives to

i. NSHE Master Plan

As stated in the 2013-2016 Planning Report from NSHE to the Board of Regents, this BAS degree program:

- Provides students with career and technical options consistent with current and forecasted economic development and workforce goals of the state.
- Aligns workforce development priorities with the state plan for economic development. This program is aligned with the targeted workforce sector.
- Strengthens degrees and certificates that link to identified future jobs sought by Nevada and its economic development plan.

ii. Institutional mission

The mission of CSN is to create opportunities and change lives through access to quality teaching, services, and experiences that enrich our diverse community.

iii. Campus strategic plan and/or academic master plan

This BAS degree is included in the 2012-2016 academic master plan for CSN.

iv. Department and college plan

This BAS degree resides in the Department of Public Safety and Human Services where the AAS degree also resides.

v. Other programs in the institution

This BAS program provides advanced educational opportunity for completers of the AAS Fire Technology Management from CSN.

vi. Other related programs in the System

The BAS Fire Science Management was deactivated by Nevada State College in November 2012. This BAS at CSN provides advanced educational opportunities for completers of the AAS Fire Technology Management from CSN and TMCC.

F. Evaluation of need for the program

i. Intrinsic academic value of program within the discipline

Fulfills a workforce need in the fire service agencies in Nevada. There is currently no fire science-related baccalaureate program in Nevada.

ii. Evidence of existing or projected local, state, regional, national and/or international need for program

Nationally and in Nevada, firefighter employment growth is expected to grow at national rates currently estimated to be 5%. Promotion in the fire service requires a baccalaureate degree to achieve captain and battalion chief levels. There is currently no opportunity in Nevada to achieve this level of education. Consequently firefighters must find out of state resources to achieve this education requirement.

iii. If this or a similar program already exists within the System, what is the justification for this addition

NA

iv. Evidence of employment opportunities for graduates (state and national)

Fire Department Chiefs in the Southern Nevada Region have expressed the need to provide this education opportunity to retain Nevada Fire Fighters in Nevada. Considering the 1700 firefighters in Nevada.

v. Student clientele to be served (Explain how the student clientele is identified)

Students aspiring to leadership positions in the fire service. Student clientele are identified in the AAS program and from fire department leadership.

G. Detailed curriculum proposal

i. Representative course of study by year (options, courses to be used with/without modification; new courses to be developed)

Please see attached guided pathway and curriculum sheet.

ii. Program entrance requirements

Application and acceptance to the College of Southern Nevada

iii. Program completion requirements (credit hours, grade point average; subject matter distribution, preprogram requirements)

Please see attached Course Sheet.

iv. Accreditation consideration (organization (if any) which accredits program, requirements for accreditation, plan for attaining accreditation - include costs and time frame)

NA

v. Evidence of approval by appropriate committees of the institution

All courses have been approved by the CSN curriculum committee.

H. Readiness to begin program

i. Faculty strengths (specializations, teaching, research, and creative accomplishments)

Faculty will be Nevada Fire Marshall Certified firefighters in leadership positions. Majority will have Masters in Public Administration or equivalent degrees. Many will be Chiefs in the Nevada Fire Service.

ii. Contribution of new program to department's existing programs (both graduate and undergraduate) and contribution to existing programs throughout the college or university

The Associate of Applied Science Degree in Fire Technology Management will become the foundation for the first two years of the Bachelor's in Applied Science Degree in Fire Science Management. Courses will build on this foundation with the only addition of

iii. Completed prior planning for the development of the program (recent hires, plans for future hires, securing of space, curricular changes, and reallocation of faculty lines)

The degree will utilize current part-time faculty and resources used to achieve the AAS degree. The program will capitalize on the AAS and the upper division classes will utilize online resources.

iv. Recommendations from prior program review and/or accreditation review teams

Program review recommends the development of the BAS.

v. Organizational arrangements that must be made within the institution to accommodate the program

The current organization of the Fire Science program will remain as currently configured using the Director of Fire Science supported under the School for Business, Hospitality and Public Services. Online support already exists for the program.

I. Resource Analysis

i. Proposed source of funds (enrollment-generated state funds, reallocation of existing funds, grants, other state funds)

The program will utilize existing funds. The upper division courses are low overhead online courses using primarily part-time faculty. The income derived from tuition and fees is anticipated to offset the additional salary expenses for the additional classes.

ii. Each new program approved must be reviewed for adequate full-time equivalent (FTE) to support the program in the fifth year. Indicate if enrollments represent 1) students formally admitted to the program, 2) declared majors in the program, or 3) course enrollments in the program.

a. (1) Full-time equivalent (FTE) enrollment in the Fall semester of the first, third, and fifth year.

1st Fall semester 12

3rd Fall semester 32

5th Fall semester 32

(2) Explain the methodology/assumptions used in determining projected FTE figures.

All students will be declared majors for the BAS degree. Assumptions include an incoming class each year of 15 new students. Assume a 10% drop rate each year in the upper division. All students entering the BAS will have achieved an associate degree in fire science. Students will be expected, as a cohort, to take 12 credits per semester for 5 semesters.

b. (1) Unduplicated headcount in the Fall semester of the first, third, and fifth year.

1st Fall semester 60

3rd Fall semester 160

5th Fall semester 160

(2) Explain the methodology/assumptions used in determining projected headcount figures.

Assumptions include an incoming class each year of 15 new students. Assuming a 10% drop rate each year in the upper division. Assuming all student entering the BAS will be associate degreed students. Each student in the cohort will take 12 credits per semester.

iii. Budget Projections – Complete and attach the Five-Year Budget Projection Table.

See attached spreadsheet.

J. Facilities and equipment required

i. Existing facilities: type of space required, number of assignable square feet, space utilization assumptions, special requirements, modifications, effect on present programs
Online classes will not require additional space.

ii. Additional facilities required: number of assignable square feet, description of space required, special requirements, time sequence assumed for securing required space
No additional facilities required.

iii. Existing and additional equipment required

Online class will not require additional equipment.

K. Student services required – Plans to provide student services, including advisement, to accommodate the program, including its implications for services to the rest of the student body

The School of Business, Hospitality and Public Services will provide the necessary counseling services required for students participating in the upper division program. Students would already have received services as they pursued the AAS.

L. Consultant Reports – If a consultant was hired to assist in the development of the program, please complete subsections A through C. A copy of the consultant’s final report must be on record at the requesting institution.

i. Names, qualifications and affiliations of consultant(s) used
NA

ii. Consultant’s summary comments and recommendations
NA

iii. Summary of proposer's response to consultants
NA

M. Articulation Agreements

i. Articulation agreements were successfully completed with the following NSHE institutions. (Attach copies of agreements)
The program is self-articulating with the AAS degree in Fire Technology Management at CSN.

ii. Articulation agreements have not yet been established with the following NSHE institutions. (Indicate status)
N/A

iii. Articulation agreements are not applicable for the following institutions. (Indicate reasons)
N/A

N. Summary Statement

The Fire Technology Program Director was approached by HR representatives from the local fire departments in Clark County following a series of local news reports by various elected officials questioning why entities were having to pay large, out of state tuition reimbursements to their employees who were seeking fire science Bachelor degrees to out of state schools. The reason was there are no Bachelor Degree programs for fire science in the state of Nevada.

During one of the interviews, the head of the Clark County Commissioners requested that the college consider creating and instituting a Bachelor's Degree in the field of Fire Technology and Management. The requirement for higher division educational credits or degrees to qualify for promotional consideration has resulted in budgets being depleted due to out-of-state education reimbursements. County Commissioners felt educational monies should be kept in the State of Nevada.

The proposed Bachelor Of Applied Science in Fire and Emergency Services Administration directly aligns with the Associate of Applied Science in Fire Technology Management degree at the College of Southern Nevada. This degree was created to meet the needs of southern Nevada fire personnel seeking Bachelor's degrees to meet promotional qualifications. This degree meets the academic standards of excellence established by the Fire and Emergency Services Higher Education (FESHE) and the National Fire Academy. The program concentrates on fire fighting response, fire prevention, and fire administration and management. It is online, quality, cost-effective option for members of our local fire agencies to pursue academic credentials needed for higher positions of responsibility.

Guided Pathway
 Bachelor of Applied Science
 Fire and Emergency Services Administration
 2017-2018

First Semester	Requirement	Credit Hours	Term
Gen. Ed. English Composition Requirement	ENG 333 Professional Communications	3	
Gen. Ed. Fine Arts/Humanities/Social Sciences Req.	PHIL 302 Intermediate Reasoning and Critical Thinking	3	
Special Program Core Requirements	FT 291 Fire and Emergency Services Administration	3	
Special Program Requirements	FT 300 Fire Dynamics	3	
	Semester Total	12	
Second semester	Requirement	Credit Hours	Term
Gen. Ed. Mathematics Requirement	Math 120 or above (except MATH 122, 123)	3	
Special Program Requirements	FT 301 Political and Legal Foundations for Fire Protection	3	
	FT 302 Fire and Emergency Services Administration	3	
	FT 303 Personnel Management for Fire and Emergency Services	3	
	Semester Total	12	
Third Semester	Requirement	Credit Hours	Term
Gen. Ed. Natural Science Requirement	See degree sheet for course choices	3	
Special Program Requirement	FT 304 Fire Prevention Organization and Management	3	
	FT 305 Managerial Issues in Hazardous Materials	3	
	FT 306 Financial Management for Fire and Emergency Services	3	
	Semester Total	12	
Fourth Semester	Requirement	Credit Hours	Term
Gen. Ed. Fine Arts/Humanities/Social Sciences Req.	PHIL 311 Professional Ethics	3	
Special Program Requirement	FT 400 Fire Investigation and Analysis	3	
	FT 401 Fire Protection Structures and Systems	3	
	FT 402 Fire Related Human Behavior	3	
	Semester Total	12	
Fifth Semester	Requirement	Credit Hours	Term
Special Program Requirements	FT 403 Disaster Planning and Control	3	
	FT 404 Analytical Approaches to Public Fire Protection	3	
	FT 405 Community Risk Reduction for Fire and Emergency Services	3	
	FT 406 Applications of Fire Research	3	
	Semester Total	12	
	Pathway Course Total	60	
	Degree Total	121	

BACHELOR OF APPLIED SCIENCE
 FIRE AND EMERGENCY SERVICES ADMINISTRATION
 REQUIRED CREDITS: 121

PROGRAM DESCRIPTION

This BAS degree is intended for students who wish to develop their managerial skills and further compliment the technical skills they have already acquired at the AAS degree level. The BAS will open up career pathways and promotional opportunities beyond what an AAS degree will provide. Students will complete additional coursework that has been approved by FESHE (Fire and Emergency Services Higher Education) model curriculum. The BAS degree will be granted to students who have successfully completed an AAS degree in fire science or a closely related degree from a regionally accredited community college and matriculate to complete the core and non-core courses recommended by FESHE.

STUDENT LEARNING OUTCOMES

GENERAL EDUCATION REQUIREMENTS (37 Credits)

	CR	SEMESTER
MATHEMATICS MATH 120 or above (except MATH 122, 123)	3	_____
ENGLISH COMPOSITION ENG 100 or 101 or 107 or 113, and ENG 333	6-8	_____
COMMUNICATIONS BUS 107 and COM 101	6	_____
HUMAN RELATIONS HMS 130; MGT 283; PSC 201; PSY 101, 102, 207, 208, 261; SOC 101, 102, 202, 205, 275	3	_____
NATURAL SCIENCE AST; CHEM; ENV; GEOG 103, 104, 117, GEOL; PHYS	6	_____
FINE ARTS/HUMANITIES/ SOCIAL SCIENCES PHIL 302 and PHIL 311 and one of the following: AM; ANTH; ART; COM; DAN 101; ECON; ENG 223 or above; GEOG 106 or above, HIST; International Languages; Music; PHIL; PSC; PSY; SOC; THTR; WMST 113	9	_____
U.S. AND NEVADA CONSTITUTIONS PSC 101 or HIST 101 and HIST 102 or HIST 101 and HIST 217	4-6	_____

SPECIAL PROGRAM REQUIREMENTS CONTINUED

	CR	SEMESTER
SELECT 15 CREDITS FROM THE FOLLOWING:		
FT 126 Fire Investigation I	3	_____
FT 150 Apparatus and Equipment	3	_____
FT 151 Fire Protection Hydraulics and Water Supply	3	_____
FT 153 Occupational Safety and Health for Emergency Services	3	_____
FT 190 Fire Instructor I	3	_____
FT 191 Intro to Company Officer	3	_____
FT 226 Fire Investigation II	3	_____
FT 243 Strategy and Tactics	3	_____
PLUS 42 CREDITS FROM THE FOLLOWING:		
FT 300 Fire Dynamics	3	_____
FT 301 Political and Legal Foundations for Fire Protection	3	_____
FT 302 Fire and Emergency Services Administration	3	_____
FT 303 Personnel Management for Fire and Emergency Services	3	_____
FT 304 Fire Prevention Organization and Management	3	_____
FT 305 Managerial Issues in Hazardous Materials	3	_____
FT 306 Financial Management for Fire and Emergency Services	3	_____
FT 400 Fire Investigation and Analysis	3	_____
FT 401 Fire Protection Structures and Systems	3	_____
FT 402 Fire Related Human Behavior	3	_____
FT 403 Disaster Planning and Control	3	_____
FT 404 Analytical Approaches to Public Fire Protection	3	_____
FT 405 Community Risk Reduction for Fire and Emergency Services	3	_____
FT 406 Applications of Fire Research	3	_____

SPECIAL PROGRAM REQUIREMENTS (84 CREDITS)

	CR	SEMESTER
CORE REQUIREMENTS (27 CREDITS)		
FT 101 Principles of Emergency Services	3	_____
FT 105 Fire Behavior and Combustion	3	_____
FT 121 Fire Prevention	3	_____
FT 125 Building Construction for Fire Protection	3	_____
FT 131 Hazardous Materials Chemistry	3	_____
FT 152 Legal Aspects of Emergency Services	3	_____
FT 154 Principles of Fire and Emergency Services Safety and Survival	3	_____
FT 224 Fire Protection Systems	3	_____
FT 291 Fire and Emergency Services Administration	3	_____