

**Departmental Action Plan  
Fire Science  
2008-2009 Priorities**

**Initiative 1 - Excellence in Education**

Yavapai College is dedicated to excellence in teaching and learning. As the number one priority of the institution, comprehensive instruction and student support planning ensures an environment of successful student learning and the documentation of student learning in transfer/general education, career /technical, basic skills/developmental education, and lifelong learning programs.

**Strategic Priority**

Students seeking transfer to universities will have the qualifications to make a successful transition. Develop strategies and targets to increase the numbers of Yavapai College students transferring to four-year colleges and universities.

**Department Action**

1. Increase the role that registration and advising play in the Fire Science program to encourage students to continue their education beyond the two-year level.
2. Strengthen the Fire Science career advising to include emphasis on long-term educational goals.
3. Prepare and send letter to all current and former Fire Science students regarding the benefits of education at the Under Graduate and Graduate level.

**Strategic Priority**

Strengthen and develop intervention programs and services to increase student retention to assist students in completing a degree or achieving their individual academic and/or social goals.

**Department Action**

1. Research, identify, and develop new course offerings and/or programs that will assist students in completing a degree, a certificate, or their individual academic and/or social goals.
2. Re-establish the Fire Science Advisory Committee and discuss long-range plans related to degree transfer.
3. Work with the Prescott Valley Campus Enrollment Management Coordinator to develop a Department Retention Plan, which includes enrollment statistics for reporting.
4. Work with Institutional Research to coordinate efforts in capturing relevant data regarding program completers and follow-up courses.
5. Develop and apply a marketing plan.

**Strategic Priority**

Integrate learning outcomes assessment into all instructional programs, courses, and initiatives to document student achievement of learning outcomes.

### **Department Action**

1. Re-evaluate current assessment materials and processes, including existing rubrics.
2. Research, develop and implement additional assessment measures.
3. Collect assessment data to document student learning.

### **Strategic Priority**

Develop a culture of customer service to support student recruitment and retention, and effective internal operations.

### **Department Action**

1. Work with adjunct faculty and staff to integrate a customer service philosophy, both internally and externally.

### **Strategic Priority**

Develop long-range expansions plans for Yavapai College. Elements of the plan should include possible land acquisition and programmatic emphases for each campus.

### **Department Action**

1. Continue working with Central Yavapai Fire District, in a symbiotic partnership, to establish a third, annual, FSC-105 Firefighter I & II Certification Academy, housed at the CYFD Training Center.
2. Analyze enrollment trends and patterns to respond to growth/decline areas.
3. Propose and offer new and additional courses based on analysis.