6-5-2017

2017 PAC Minutes, Fire Inspection and Fire Safety Education

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1.0 WELCOME AND INTRODUCTIONS

Brian Arnold called the meeting to order at 1:05 PM.

Brian welcomed the committee and began introductions of PAC meeting members.

2.0 APPROVAL OF AGENDA

Approved by all members of the committee.

3.0 REVIEW OF MINUTES FROM FALL PAC MEETING
Approved by all members of the committee.

4.0 BUSINESS ARISING FROM MINUTES

MENTORSHIP

• Mentorship will be implemented in third year placements
• Level 6 of the program from January to mid-April
• Looking at a 92 hour placement (8-10 hour shifts)
• This is essentially a course in the workplace, with specific learning outcomes, faculty supervision and feedback from departments
• Assessments will be done by the college
• This will include job shadowing during fire safety inspections – possibility of having students work individually on their own, as some mentors may not have time to supervise
• Great opportunity for students to work in multiple departments and provides a more hands on experience
• We are hoping to finalize these placements soon
• We will then formalize this over the next 6 months and placements will be put into place (outlines college responsibility, liability insurance for all students and meeting requirements)
• We can be flexible with these pieces – can make changes for future placements
• Ground work to be done in the organizations
• We need to compile a list of departments that will volunteer as mentors
• This is administered by the Dean’s office
• Possibility of placements taking place on a Monday, to allow students to work within their own communities
• Four day week schedules may present an issue
• We need to make sure this fits the needs of the student – some may have difficulty attending a placement outside their community due to lack of transportation
• Cambridge can commit to placements
• We are reaching out to Thames Centre, Strathroy-Caradoc, etc.
• This will be a small cohort – in need of a home department or majority area where students can place
• We need to hold discussions between the School and Fire Departments to ensure we are meeting expectations (ex. Public Education, Inspections)
• The sooner we can submit letters, the sooner they will be signed off by the divisions as legal delays can occur
• Placement Agreements requested by PAC members to bring to their Unions
• There were talks about Provincial buy-ins, however they were blocked – we can revisit this

MEMBERSHIP

• Under the Terms of Reference, we may have student graduates sit on the PAC
• Approval of this will be needed by Mark Hunter as this program does not have any graduates as of yet
• Allotment of a Vice Chair is needed
• This is in the committee’s interest, in the case of absences
• Please consider taking on the position of Vice Chair
• HOLD – to table this at the next PAC meeting

ENDORSEMENT

• Jeff met with Fire Marshal Nichols regarding this
• The Fire Marshal did not encounter any issues and mentioned he would perform a review
• Given he will no longer be assuming the Fire Marshal role, it was suggested we wait until the new Fire Marshal is sworn in – endorsement pending
• Jim Kay is the Deputy sworn in under the Act
• We are proceeding with the notion that we are endorsed by the Fire Marshal
• Dee Morrissey and Carolyn Chambers to touch base with NFPA
• Mark and Jeff will be attending a meeting in Toronto on Friday to discuss further
Exams to tentatively be held in May – will be taken when the students are eligible and ready

**MOCK TRIAL**

- The Mock Trial competition will be including FSE students to participate next year
- The need for a Mock Courtroom at Fanshawe College is in discussion
- Nancy to connect with Nick Dasios about collaboration with the Paralegal program

**5.0 SCHOOL OF PUBLIC SAFETY UPDATE**

- The School of Public Safety has launched another full-time program, Advanced Law Enforcement, Investigations and Security
- This program covers all areas beyond Police Officer including corrections, Canadian customs onboarding, Municipal Bylaw Officers, etc.
- We have launched Cyber Security and Fire Safety Systems technical programs in the School of IT
- We are developing a course in Community Paramedicine
- We have moved into a new office space and are now located in F3001
- Industry partners Hexagon have donated Integraph software for our EMT labs, extended our RMS system and provide NICHE software for our Police Foundations program
- Emergency Management Coordinator, Sherry Jacklin will be attending the upcoming Hexagon Conference
- The region of Waterloo were kind enough to send their data for our students to be able to work with live data in labs
- A Siemens recognition event was held here at Fanshawe college to recognize a donation of $28 million in software to our School
- Survivor’s Day was hosted at Fanshawe College for the fifth year on Friday, June 2nd
- The event brings survivors together with the first responders that saved their lives – 17 survivors were recognized this year
- This event is also important for how the college can support the public safety sector and many Fanshawe graduates participate

**6.0 PROGRAM REVIEW AND UPDATE**
FIRST YEAR UPDATE

- The program started with 13 students, 1 student left in January
- 12 other students were successful in the program
- 5 students have a cumulative GPA over 4 (A grade)
- 3 students have a cumulative GPA over 3.5 (B+ grade)
- 2 students have a cumulative GPA over 3 (B grade)
- 2 students have a cumulative GPA over 2 (C grade)
- We had a successful first year and gained good feedback and suggestions from our students
- Students mentioned their second term was easier than their first term, which was well organized and they felt better adjusted to the content being delivered

CFSA SCHOLARSHIP WINNER

- Annual Canadian Fire Safety Association Education Forum
- On April 6, 2017 Marie Wachowick was presented with a $500 CFSA U.L.C. Award
- This award is presented to a top Year One student of a three year full-time Fire Protection Technology course with exceptional academic skills in all subjects and an overall proficiency of 3.3 GPA
- It is great to see our program recognized from these organizations

EXAMPLE OF PRACTICAL ASSIGNMENT

- Presentation by Jeff McCormick
- Results: students had made significant progress and seemed to be grasping the material
- Practical assignments are based on as real situations as possible

OAFC 2017 Tradeshow

- Attended by Jeff McCormick, Donald Crocker and Frank Lamie
- The tradeshow was held in early May
- We are impressed with the growing interest in the program – hoping to increase enrolment numbers in the future
• Moving forward, we will be scanning and tracking number of visits to our booth and will obtain contact information of visitors for follow-up

FALL 2017 APPLICATIONS/ENROLMENT

• Total of 116 applicants to date
• 54 applicants were ineligible – did not meet academic requirements
• 20 applications were withdrawn
• 42 offers of admission
• 25 acceptance, 16 non-acceptance and 1 undecided
• We are expecting 30 students to enrol for Fall 2017
• Drawback currently is getting the word out about the program
• We are working with the Marketing Team to provide outreach to high schools, guidance councillors, college fairs and prospective students at Open House
• We are making sure students can prepare for the admission requirements in grade 12
• They have the option of enrolling in the Public Safety Fundamentals entry-level program
• In the second term of this program, students can venture out into their discipline of choice – Fire, Legal or Policing streams
• We contacted all ineligible students to find pathways for them, so they are in the program of best fit
• We are looking to keep the admission requirements where they are – will not lower or waive requirements for entrance numbers

INSTRUCTOR ADDITIONS

• Deanna Kirwin – Teacher and Volunteer Firefighter, Zorra Fire Department
  Instructing Science in the Fire Service course
• Chris Peck – C.B.O., St. Thomas
  Instructing Building Code 1 course
• Nancy MacDonald-Duncan – Curriculum Development, Courtroom Procedures course
• If you know of anyone who is interested in teaching or developing for the program, please send their contact information to Jeff McCormick and Mark Hunter

**DEGREE AUDIT**

• PAC discussion surrounding the appropriate passing grade for the FSE program
• The current passing grade is 50% (standard)
• We are hoping to increase the passing grade to 60% however this must go through the degree audit process for 2018 – decision to be made by December 2017
• We also need substantive evidence to justify the increase in passing grade
• The program passing grade should align with the NFPA exam standard
• Jeff and Mark will confirm this with the Fire Marshal
• The idea is to gain a higher level of performance, we need to set higher expectations which the students will ultimately meet
• Suggestion to have select courses with a different standard passing grade, as it may be difficult to move beyond a 60% standard

**MOTION BY CHAIR:** Move forward with 60% passing grade for the FSE program

**STUDENT MEMBERSHIP**

• Possibility of having students sit on the Program Advisory Committee
• Committee to give direction on number of students, which year(s) are best appropriate to participate
• We can assess how this is working in two or three years from now
• There are some current students who would be interested in this role
• Non-voting student members to provide feedback and ideas for program development in alignment with Terms of Reference
• Suggestion of two student representatives to volunteer – possibly the Class Representatives for Year One and Year Two
• PAC meeting times could be changed to early October and early April to accommodate student’s availability
• We can revisit this at a later date
7.0 WORKFORCE/INDUSTRY TRENDS

- We need to ensure we are delivering what is needed in the community due to recent changes
- A Comprehensive Risk Assessment is to be completed this year – which may dictate the number of prevention officers needed
- IOU may also dictate the required need for emergency management and fire prevention
- In 5 years, a group of people will be retiring and will coincide with students graduating from this program, which will also impact industry trends
- Annual inspections for group homes in London will also be impacted

8.0 CURRICULUM RELEVANCE/CURRENCY

- This is discussed annually – not at each meeting
- We are currently in alignment with mapping and course relevancy for our program because it is still new
- In 5 years, we may need to revisit these courses as they may become out of date
- The FSE program was implemented and developed based on current requirements
- The courses are current from an industry standpoint (ex. Computer applications)
- The courses also align with the Police Foundations program so there can be a shared perspective
- Assessing how we can enhance the reading, writing and communication skills to tailor them for today’s generations, along with the technical piece

9.0 OTHER BUSINESS

- Jeff McCormick will be resigning as Coordinator of the FSE Program, taking on a new position as the Deputy Fire Chief for St. Catharines Fire Services
- A big thank you to Jeff for his dedication to the program
- We will be sending out an active posting for the Coordinator position – please send to anyone who may be interested in applying
- We are hoping to have the position filled by August 2017
• When focus groups were conducted in the School of Public Safety, leadership education was the most consistent request
• In response to this, we have developed the Public Safety Leadership program
• Unfortunately, we have had some difficulty with uptake on this new program
• The Public Safety Leadership program is a one year, online program beneficial for applicants to a leadership role
• If you know anyone in a leadership pathway looking to expand education in this area, please help us to get the word out (ex. Military, Corrections, Fire, EMS, Police, etc.)
• Contact Catherine Nanton for more information: cnanton@fanshawec.ca

10.0 DATE AND TIME OF NEXT MEETING

• Monday, October 23, 2017
• 1:00 PM – 4:00 PM
• Room C2008

11.0 ADJOURNMENT

Brian Arnold adjourned the meeting at 3:05 PM.