



## EMS Advisory Committee Meeting Minutes

*Date | time 10/2/2017 | 3:00PM at Northwestern Medicine KishHealth System EMS*

*Meeting called to order by Tony Woodson at 3:05pm*

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### In Attendance

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Greg Conrad, D.O. — Program medical Director, KishHealth System

Tony Woodson — EMS Coordinator, KishHealth System

Joe Przybyla — EMS Coordinator, Northern Illinois University

Kristy Pruski — EMS Educator, KishHealth System

Ashton King — EMS Educator, KishHealth System

Todd Turner — Assistant Chief, Sycamore Fire Department

Logan Wright — Student Representative/Sycamore Fire Department

Deb Ernest — EMS Coordinator, Kishwaukee College

Steve Ernest — EMS Faculty, Kishwaukee College

Bette Chilton — Dean of Health and Education, Kishwaukee College

Joanne Kantner — Vice President of Instruction, Kishwaukee College

LaCretia Konan — Director of Business and Training Partnerships, Kishwaukee College

Brianna Hooker — Administrative Assistant to Instruction, Kishwaukee College

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### Review/Approval of Previous Meeting Minutes

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Deb announces Spring 2017 minutes were attached to the invitation so people should have had a chance to review them. Dr. Conrad makes a motion to approve the minutes as written. Deb seconds the motion. No opposition. Motion carries.

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### Graduate and Employer Surveys

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Deb reports that graduate/employer surveys go out 6 months after graduation. Due to lack of response in the past, Deb is going to reach out to graduates individually and send surveys to their employers.

Tony reports that CoAEMSP is changing their requirements. Due to the change, this year, we are not required to report anything.

Bette reports that two other accrediting bodies in the health field have dropped the graduate/employer survey requirement because of the challenges presented in collecting feedback. This makes employer attendance at advisory committee meetings even that much more important, so we can receive feedback/input.

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### Other Assessment Results

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Bette confirms that Student Feedbacks will be done towards the end of the semester (weeks 13/14).

Deb announces that Fisdap has a new form that will be used and will be going over it in class for the first time tonight.

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## 2015-2016 Pass/Fail Rates

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Tony reports that the pass rate for paramedic students is well above state average. Tony has concerns over reported fail numbers on 2<sup>nd</sup>/3<sup>rd</sup> attempts. He is to approve students to take 2<sup>nd</sup>/3<sup>rd</sup> attempts and is not aware that we've had any 2<sup>nd</sup>/3<sup>rd</sup> attempt students fail. Tony is currently investigating.

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## Program Changes

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Deb reports that there was a preceptor training at Genoa last Friday and we gained two new preceptors at that training. Total, we have gained 8 new preceptors.

Bette asks Todd how our training of preceptors has been? Todd responds that it has been a few years since Sycamore has needed new preceptors to be trained but in the past it has been good.

Todd explains that he appreciates the progress reports of students that he has received from other schools and is curious if KC can do something like that. He understands FRPA rules but somehow other schools have been able to find a way to share progress. Not grades, just an overall success/challenge areas. Deb reports that a FRPA waiver is in the process of being created for these instances.

Bette assures we can figure out a way, whether in the form of a waiver or something in the student handbook, as this is a way to help our students succeed. The overreaching goal is to best serve our students so the College appreciates any/all feedback in order to assist that goal.

Deb reports working on a new Rochelle Hospital agreement. We have added Metro Medical Services (Rockford) as a field site.

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## Curriculum Changes

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Deb reports it was recommended through accreditation that we avoid 14, 17, and 11 credit hours as one class each semester. Deb has drafted a syllabus for review that reflects division of lecture/lab time.

Bette explains college policy on pass/fail courses and that for classes to transfer as credit hours they must be graded courses, not pass/fail.

Deb has concerns about subjective preceptor feedback/scores and Bette explains that there is inherently some subjective feedback in all clinical evaluations.

Joe asks about ER doc time. Deb likes this idea. ER nurses wouldn't work well as the turnover rate is currently around 30%.

ACTION ITEM: Dr. Conrad is seeking feedback on how College of DuPage and Sherman grade. Kristy will look into how Waubensee grades.

Bette reports that the final evaluation tool will need to be finalized by Fall 2018 so we have time for development. Steve stresses importance of this tool needing to be able to be applied not just in the ER, but in other departments as well.

Deb points out new textbook in the drafted syllabus. If we adopt the text/website, Fisdap will be paid for.?? (Deb, I was a little lost at this part, could you clarify?)

Deb reviews SLOs, grade breakdown and explains that there are no changes to the grading process. All KC policies are included on the Syllabus as a link so it is always up to date and current. The link needs to be added to the drafted syllabus.

Bette seeks confirmation that Deb intends to incorporate a student handbook. Todd confirms that Sycamore Fire Department has a handbook that must be signed.

Bette would like to set up a meeting with as many preceptors as possible to work on the grading scales/clinical evaluation tool.

Deb announces that she welcomes any thoughts/ideas on this as people have time to talk and think about it.

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### EMT-B and Paramedic Summer/Fall update

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Deb reports that there were 9 graduates in the summer and as far as she knows, everyone has passed the exam so far.

Deb reports that there are currently 14 students in the Fall 2017 EMT-B class. 4-5 of them are having a hard time.

Steve reports there are currently 13 students in the Paramedic program and they are all doing well this semester.

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### Conversation on Cut-Scores

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Steve reports a recommendation from our accrediting body to implement cut-scores and describes the cut-score process.

Deb and Steve have seen some instances of students making it through the program since the implementation of cut-scores that probably would not have with raw scores. As a result, this is also the first time we are experiencing students completing the program and not being able to pass the state exam.

It is important to note that the Illinois State exam is graded using raw scores however, the national exam is graded using cut scores. The program decision to grade using cut-scores is to best prepare our graduates for the national exam. Committee stresses importance of ensuring that students understand how cut-score grading works and the importance of it.

Deb discusses introducing pilot questions to work on validating the program's exams. Bette confirms this is an area of Deb and Steve's expertise and is confident in their exam development.

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### Continued Curriculum Conversation

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Committee supports a high-stakes clinical competency because it most accurately reflects the environment of the field. You have to be able to perform skills in a high stress environment under immense pressure.

Tony, on behalf of the committee, feels comfortable moving forward with proposed curriculum changes.

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### Substantive Changes

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Steve reports that the overall transition to Kishwaukee College has been a good change. The Simulation Lab and the Health Careers Retention Specialist are two great benefits.

Steve and Deb report usage of the Simulation Lab 2-3 times per semester. Kristy and Dr. Conrad strongly feel that students need more than 1-3 days per semester in the Sim Lab. Bette explains that the content experts (Deb and Steve) need to meet with the Sim Lab techs to make this happen. The Simulation Lab is curriculum driven so the faculty must set up Sim Lab visits with the tech.

Bette confirms that the Sim Lab has open lab times during the day which is available to all EMT/paramedic students.

Steve and Deb report that Cindy, the Health Careers Retention Specialist is a great asset to the EMS program. All students are introduced to Cindy very early in the semester. Deb has required the 4-5 students that are struggling to set up meetings with the retention specialists.

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## Other Business

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Todd asks about differences between national protocols and national curriculum alignment. Deb and Tony confirm that while they are similar, they are not thoroughly matched. Deb and Steve ensure that students are aware of regional protocols.

Deb seeks committee feedback on moving the advisory committee meetings up to 2pm in the future. Many committee members favor 2pm, others are indifferent so meeting times will be moved to 2pm.

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## Next Meeting

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March 27, 2018 at 2pm; Location TBD

September 25, 2018 at 2pm; Location TBD

Meeting Adjourned at 4:40pm