**Continuous Improvement Plan**

**Outcomes might not change from year to year. For example, if you have not met previous targets, you may wish to retain the same outcomes. *If this is an academic, workforce, or continuing education program, you must have at least one student learning outcome.* You may also add short-term administrative, technological, assessment, resource or professional development goals, as needed.**

**Date:** 2017 -18 **Name of Program/Unit: Fire Science**

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**Table 1: CIP Outcomes, Measures & Targets Table (focus on at least one for the next two years)**

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| **A. Expected Outcome(s)**  Results expected in this unit  (e.g. Authorization requests will be completed more quickly; Increase client satisfaction with our services) | **B. Measure(s)**  Instrument(s)/process(es) used to measure results  (e.g. survey results, exam questions, etc.) | **C. Target(s)**  Level of success expected  (e.g. 80% approval rating, 10 day faster request turn-around time, etc.) |
| 1. 4.5.2 Administer oral, written, and performance tests, given the lesson plan, evaluation instruments, and the evaluation procedures of the agency, so that bias or discrimination is eliminated, the testing is conducted according to procedures and the security of the materials is maintained. | Texas Commission on Fire Protection Basic  Firefighter Certification Exam – Fire Instructor I | 92 % of class successfully pass exam with a  minimum overall 70% score |
| 2. 4.2.2 Assemble course materials, given a specific topic, so that the lesson plan and all materials, resources, and equipment needed to deliver the lesson are obtained. | Texas Commission on Fire Protection Basic  Firefighter Certification Exam – Fire Instructor II | 92 % of class successfully pass exam with a  minimum overall 70% score |
| 3. 4.2.3 Prepare requests for resources, given training goals and current resources, so that the resources required to meet training goals are identified and documented. | Texas Commission on Fire Protection Basic  Firefighter Certification Exam – Fire Instructor II | 92 % of class successfully pass exam with a  minimum overall 70% score |
| 4. 5.2.3 Formulate budget needs, given training goals, agency budget policy, and current resources, so that the resources required to meet training goals are identified and documented. | Texas Commission on Fire Protection Basic  Firefighter Certification Exam – Fire Instructor II | 92 % of class successfully pass exam with a  minimum overall 70% score |

**Description of Fields in the Following CIP Tables:**

**A. Outcome(s)** -Results expected in this program (e.g. Students will learn how to compare/contrast conflict and structural functional theories; increase student retention in Nursing Program).

**B. Measure(s)** -Instrument(s)/process(es) used to measure results

(e.g. results of surveys, test item questions 6 & 7 from final exam, end of term retention rates, etc.)

**C. Target(s)** -Degree of success expected (e.g. 80% approval rating, 25 graduates per year, increase retention by 2% etc.).

**D. Action Plan** -Based on analysis, identify actions to be taken to accomplish outcome. What will you do?

**E. Results Summary** - Summarize the information and data collected in year 1.

**F. Findings** - Explain how the information and data has impacted the expected outcome and program success.

**G. Implementation of Findings** – Describe how you have used or will use your findings and analysis of the data to make improvements.

**Table 2. CIP Outcomes 1 & 2 (FOCUS ON AT LEAST 1)**

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| 1. **Outcome #1** 4.5.2 Administer oral, written, and performance tests, given the lesson plan, evaluation instruments, and the evaluation procedures of the agency, so that bias or discrimination is eliminated, the testing is conducted according to procedures and the security of the materials is maintained. | |
| 1. **Measure (Outcome #1)**   Texas Commission on Fire Protection Basic Firefighter Certification Exam – Fire Instructor I | 1. **Target (Outcome #1)**   92 % of class successfully pass exam with a minimum overall 70% score |
| 1. **Action Plan (Outcome #1)**   Increase the number of questions on the course quizzes and final exam specific to this student learning outcome. | |
| 1. **Results Summary (Outcome #1)**   2017: Results 48.33, 74.29; avg.61.31 | |
| 1. **Findings (Outcome #1)**   The state exam results for this learning outcome did not meet the standard. | |
| 1. **Implementation of Findings**   We will continue to increase the number of questions on the course quizzes and final exam in this area in an effort to meet/exceed the 70% overall average. | |

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| 1. **Outcome #2** 4.2.2 Assemble course materials, given a specific topic, so that the lesson plan and all materials, resources, and equipment needed to deliver the lesson are obtained. | |
| 1. **Measure (Outcome #2)**   Texas Commission on Fire Protection Basic Firefighter Certification Exam – Fire Instructor II | 1. **Target (Outcome #2)**   92 % of class successfully pass exam with a minimum overall 70% score |
| 1. **Action Plan (Outcome #2)**   Increase the number of questions on the course quizzes and final exam specific to this student learning outcome. | |
| 1. **Results Summary (Outcome #2)**   2017: Results 84.44, 77.14; avg.80.79 | |
| 1. **Findings (Outcome #1)**   The state exam results for this learning outcome met the standard. | |
| 1. **Implementation of Findings**   We will not decrease the number of questions on the course quizzes and final exam specific to this student learning outcome. We will monitor future exam results for this learning objective category. | |