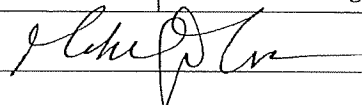


**New Program Request Form
CA1**

General Information

| | |
|---|---|
| Institution submitting proposal | Washburn Institute of Technology |
| Name, title, phone, and email of person submitting the application (<i>contact person for the approval process</i>) | Dr. Mike Strohschein, Dean 785-670-3321 Mike.strohschein@washburn.edu |
| Identify the person responsible for oversight of the proposed program | Pam Masters, Director of Health Occupations |
| Title of proposed program | Advanced Emergency Medical Technician |
| Proposed suggested Classification of Instructional Program (CIP) Code | 51.0904 Emergency Medical Technology/Technician (EMT Paramedic) |
| CIP code description | A program that prepares individuals, under the remote supervision of physicians, to recognize, assess, and manage medical emergencies in prehospital settings and to supervise Ambulance personnel. Includes instruction in basic, intermediate, and advanced EMT procedures; emergency surgical procedures; medical triage; rescue operations; crisis scene management and personnel supervision; equipment operation and maintenance; patient stabilization, monitoring, and care; drug administration; identification and preliminary diagnosis of diseases and injuries; communication and computer operations; basic anatomy, physiology, pathology, and toxicology; and professional standards and regulations. |
| Standard Occupation Code (SOC) associated to the proposed program | 29-2042 Emergency Medical Technicians |
| SOC description | An occupation in which one assesses injuries and illnesses and administers basic emergency medical care, and individuals may transport injured or sick persons to medical facilities. |
| Number of credits for the degree <u>and</u> all certificates requested | 20 credit Certificate A |
| Proposed Date of Initiation | August 1, 2023 |
| Specialty program accrediting agency | Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP) |
| Industry certification | Advanced Emergency Medical Technician (AEMT) credential |

Signature of College Official  Date 12-8-2022

Signature of KBOR Official _____ Date _____

Narrative

Program Rationale

Washburn University Institute of Technology has offered the Emergency Medical Technician (EMT) certificate for many years. Advanced EMT is one level above EMT and has been requested by our community partners. Area EMS agencies have AEMT positions posted and are utilizing AEMTs to fill the void of the Paramedic shortage. Local independent services offer the AEMT course occasional but limit it to their department staff only. No local educational institution is offering this course to our community partners at large.

Program Description

The Advanced EMT is designed for individuals interested in providing care to patients in the pre-hospital setting at the advanced life support level. This program will provide participants with opportunities to gain information, skills, and attitudes necessary for certification and practice as AEMTs in the state of Kansas.

Program Outcomes

Students should know or be able to do at the completion of the program:

- Demonstrate ability to perform an appropriate primary/initial assessment of the ill or injured patient in the prehospital setting.
- Complete an appropriate secondary/focused history and physical exam in the pre-hospital setting.
- Apply fundamental knowledge of general anatomy and physiology, scene information and patient assessment findings, and providing patient care based on those findings.
- Apply fundamental knowledge of pharmacology as it applies to the scope of practice of an AEMT based on assessment findings, and appropriate treatment modalities.
- Apply fundamental knowledge of the EMS system, safety/well-being of the EMT, medical, legal, and ethical issues to the provision of emergency care.

Admission Requirements

Applicants who wish to apply for admission to Washburn Institute of Technology need to have the abilities necessary to benefit from instruction in an occupational field. Prospective students are required to take an Accuplacer Placement Test and pass with the necessary scores for their desired technical program before they are eligible to enroll. Applicants may only enroll in one technical program at a time. Applicants who have alternative tests scores such as WorkKeys, ACT, CASAS, ASSET, SAT, PSAT, TABE and COMPASS or Bachelors or Associates degrees should consult with a recruiter or advisor to determine if they are qualified for their chosen technical program.

Accuplacer Scores for Advanced Medical Technician program: Math - Level 5; Reading - Level 5. In addition to Accuplacer scores, students must undergo a background check, submit official transcripts, obtain certain immunizations, provide documentation of a recent medical exam and medical insurance. Students must also be a certified EMT.

Enrollment Procedures

Post-secondary students who wish to enroll in a technical program must follow the procedures listed below:

1. Take the admissions test at Washburn Institute of Technology
2. Complete an online application at <http://www.washburntech.edu/admissions/apply.html>
3. Discuss scores and program of interest with an Admissions Counselor.
4. Submit official high school transcripts.
5. Enroll during designated enrollment periods. Program registration is done on a first come, first serve basis. Many programs have limited enrollment capacity and/or are competitive programs. Admissions Counselors can provide program specific information.

Graduation Requirements

Washburn University Board of Regents with the recommendation of the faculty of Washburn University Institute of Technology confers degrees at the end of the fall and spring semesters and summer session to students who

have met all requirements as of the last day of final examinations for that session. All work not completed by the last day of finals will result in a graduation date of the following semester or later if a previous “incomplete” has not been finalized. If a student is concurrently enrolled at another institution and intends to use the work to complete graduation requirements at WIT, an official transcript from the institution must be received within two weeks of WIT’s last final examination date of the graduating semester to have the degree conferred in the same semester. WIT holds a commencement ceremony at the end of the fall and spring semesters. Students who complete requirements for a certificate or degree during fall semester will be invited to participate in the fall commencement ceremony. Students who complete requirements for a certificate or degree during the spring semester will be invited to participate in the spring commencement ceremony. Students completing required coursework in summer session will be invited to participate in fall commencement. All such candidates must have the Application for Graduation form on file.

Demand for the Program

The Kansas Department of Labor Long-term Occupation Projections 2020-2030 show a statewide change of employment for Medical Technicians and Paramedics under SOC 29-2040 of 0.8% with an annual median wage of \$29,443 and requiring a postsecondary non-degree award as the typical education needed for entry. Annual openings equate to 200 jobs per year.

Perkins local needs assessment data currently shows a shortage of program concentrators for CIP code 51.0904. JobsEQ job posting analytics show a need for the occupation.

There are many business and industry supporters of this program in the Topeka regional area. Letters of support are included in this packet: Franklin County EMS, Stormont Vail Trauma and Emergency Care, and Topeka Fire Department.

Students must be at least 18 years of age to enroll in AEMT. High school students can enroll in the program if they meet the requirements, but this is not the intended audience. Instead, high school students will be encouraged to take the EMR course, then EMT program, and then AEMT if they desire. A letter of support from Sante Fe Trail High School is included in the packet.

There are no specific business and industry partnerships, but this program was suggested and strongly encouraged by the WIT Emergency Medical Services board made up of local paramedic and fire professionals.

Duplication of Existing Programs

There are eight institutions in the state offering programs under the CIP code 51.0904. That information is listed below.

| Name of Institution | Total # Concentrators | Total # Grads | Total # Grads Exited & Employed | Average Wage of Grads Exited & Employed |
|-------------------------------|-----------------------|---------------|---------------------------------|---|
| Barton Community College | 23 | 6 | 6 | \$68,905 |
| Coffeyville Community College | 15 | * | * | * |
| Cowley Community College | 32 | 11 | 10 | \$45,497 |
| Garden City Community College | 6 | 6 | 6 | \$51,643 |
| Hutchinson Community College | 39 | 15 | 12 | \$48,669 |

| | | | | |
|--|------------|-----------|-----------|----------|
| Johnson County Community College | 32 | 20 | 13 | \$56,604 |
| Kansas City Kansas Community College | 51 | 18 | 15 | \$70,320 |
| Wichita State University Campus of Applied Sciences and Technology | * | * | * | * |
| Total | 198 | 76 | 62 | |

Program Collaboration

No program collaboration was conducted.

Program Information

The proposed program consists of a single exit point: a 20-credit hour Technical Certificate A. Accreditation is through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). Upon completion of the Technical Certificate A, students would be eligible to sit for the Advanced Emergency Medical Technician (AEMT) credential.

Certificate A (20 credits)

| Course # | Course Name | Credits |
|----------|--|---------|
| EMS 200 | Advanced Emergency Medical Technician I: Medical Emergencies | 5 |
| EMS 205 | Advanced Emergency Medical Technician II: Trauma Emergencies | 5 |
| EMS 210 | Advanced Emergency Medical Technician: Field Internship I | 5 |
| EMS 215 | Advanced Emergency Medical Technician: Field Internship II | 5 |

EMS 200 Advanced Emergency Medical Technician I: Medical Emergencies (5 credits)

This is the initial course required to complete the AEMT program and sit for the national exam. This course addresses current information and techniques considered the responsibility of the AEMT according to the National Highway Traffic Safety Administration, National Standard Curriculum, as enriched by the KSBEMS Education Standards. The focus of the course includes introduction to medical terminology, the human body, advanced patient assessment and advanced pharmacology. Topics include: didactic and practical skills instruction, skills demonstrations, clinical experience and/or orientation to the emergency room and to the ambulance, extrication class, or in contrived experiences of patient care.

EMS 205 Advanced Emergency Medical Technician II: Trauma Emergencies (5 credits)

This course is a continuation of EMS 210 with a focus on didactic and practical skills instruction, skills demonstrations, clinical experience and/or orientation to the emergency room and to the ambulance, extrication class, or in contrived experiences of patient care.

EMS 210 Advanced Emergency Medical Technician: Field Internship I (5 credits)

This course will enable the student to have hands-on experience utilizing the knowledge and skills gained in the previous courses. The student will be supervised and evaluated by an assigned preceptor on the ability to assess and manage traumatic and medical emergencies. The student will be evaluated in the classroom, field, and clinical setting.

EMS 215 Advanced Emergency Medical Technician: Field Internship II (5 credits)

This course is a continuation of the previous course. Students will have hands-on experience utilizing the knowledge and skills gained in 210 and 215. The student will be supervised and evaluated by an assigned preceptor on the ability to assess and manage traumatic and medical emergencies. The student will be evaluated in the classroom, field, and clinical setting.

Faculty

Instructors teaching in the Emergency Medical Technology program must be Kansas certified as an AEMT or higher; a valid Kansas AEMT/Paramedic license; and Basic Life Support.

Cost and Funding for Proposed Program

As indicated on the CA-1a form, estimated costs for the first year of the program are \$39,500. Funding for the program will come from two sources: general fund and Carl Perkins grant. The general fund includes revenue from tuition dollars, which we estimate for the first year will be around \$42,000. While not listed as revenue, the general fund also includes dollars that have been re-allocated from discontinued programs. Programs being discontinued include those with low enrollment, low industry demand, or those that have been combined with other programs. This made funds available to support new and revised programs, including AEMT. For the AEMT budget, most of the equipment and supplies already exist in the current EMT program, therefore very little additional expense will be necessary. The program includes additional tiered courses; therefore, we are requesting additional Excel in CTE funds (CA-1b is attached). The program will not be receiving any additional grants or outside funding at this time.

Program Review and Assessment

As one of the colleges/schools at Washburn University, Washburn University Institute of Technology offers non-degree certificate programs in Career and Technical Education (CTE), ranging from Advanced Systems Technology to Surgical Technology. These post-secondary, college-level programs lead to certificates of completion (Stand-Alone Parent Programs; up to 16 credit hours) or the technical certificates (Cert A; Cert B; Cert C).

The purpose of a Program Review is to ensure a quality learning experience for our students by undergoing a systematic, periodic comprehensive review of all aspects of the technical program.

As a member of the Association for Career and Technical Education (ACTE), Washburn Tech has voluntarily chosen to follow the *Quality CTE Program of Study Framework (Quality Framework)*. This framework (checklist) consists of 12 elements and 92 criteria that lead to a quality technical education program. As part of the Program Review process at Washburn Tech, instructors will complete this checklist to determine goals and priorities for improving the program. In addition to completing the checklist, instructors will attach relevant documentation that further demonstrates evidence that each criterion is being addressed. The results of the Quality Framework will be the basis for the program review report to be submitted to Washburn University, which has specific guidelines for the program review process as follows:

Program Review Guide for Academic Units

Academic units and programs of study are asked to review academic programs and services offered and report those through the guidelines provided, citing data and specific examples as evidence in your narrative. In some cases, data is provided for the unit's consideration, which may be further supplemented by the unit. Each unit is asked to address each topic outlined in this guide—additional topics may be added by the unit if they enhance the reviewers' understanding of the unit and its performance. While units are encouraged to draw upon material prepared for other reporting (e.g., program accreditation), the Washburn University academic program review narrative must be completed fully and cannot be replaced by that reporting.

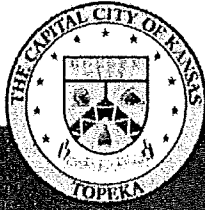
(copied from Washburn University's *Program Review Guide for Academic Units Spring 2019*)

Program Approval at the Institution Level

- Program Advisory Committee: The WIT Emergency Medication Technology program advisory board met on October 7, 2022 and approved the new curriculum. Minutes are attached.
- Curriculum Committee: The WIT Curriculum Council approved new program on October 18, 2022 meeting.
- Governing Board: The Washburn University Board of Regents approved the program at the December 8, 2022 meeting.

Submit the completed application and supporting documents to the following:

Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson St., Suite 520
Topeka, Kansas 66612-1368



**TOPEKA FIRE
DEPARTMENT**

**Randy Phillips, Fire Chief
324 SE Jefferson Street
Topeka, KS 66607**

**Tel: 785-368-4000
Fax: 785-368-4030**

December 6, 2022

Washburn Institute of Technology
Attn: Dr. Mike Strohschein
Dean of Technical Instruction
5724 SW Huntoon St.
Topeka, KS 66604

Re: Advanced Emergency Medical Technology program (AEMT)

Dear Dr. Strohschein,

Please consider this letter of support for the proposed AEMT program as part of the Emergency Medical Services program. I have reviewed and approve of the program of study and program requirements. Topeka Fire Department is a proud supporter of Washburn University Institute of Technology and the EMS program and we appreciate the addition of AEMT as we believe it will increase the number of students entering in to this in-demand field.

Topeka Fire Department has and will continue to support the EMT and AEMT program by participating in the following ways:

- Participate in Emergency Medical Services Advisory Committee
- Participating in the Washburn Tech Job Fair
- Hiring Graduates from the program as needed
- Utilizing Washburn Tech for the training of TFD employees to the EMT and AEMT levels

Again, we look forward to continuing our support of the EMS including the EMT and AEMT program.

Sincerely,

Randy Phillips
Fire Chief
Topeka Fire Department

December 7, 2022

Washburn Institute of Technology
Attn: Dr. Mike Strohschein
Dean of Technical Instruction
5724 SW Huntoon St
Topeka, KS 66604

Re: Advanced Emergency Medical Technology program (AEMT)

Dear Dr. Strohschein,

Please consider this letter of support for the proposed AEMT program as part of the Emergency Medical Services program. Franklin County EMS supports Washburn University Institute of Technology and the EMS program. We believe the AEMT certification to currently be in-demand and would expect the addition of an AEMT program to have a positive impact on the institution.

Franklin County EMS has and will continue to support the EMT and AEMT program by participating in the following ways:

- Participate in Emergency Medical Services Advisory Committee
- Participating in the Washburn Tech Job Fair
- Hiring Graduates from the program as needed
- Provide a site for field rides for students

Again, we look forward to continuing our support of the EMS including the EMT and AEMT program.

Sincerely,



Louise Bardwell
Assistant Chief, EMT-P, I/C
Franklin County EMS

December 12, 2022

Washburn Institute of Technology
Attn: Dr. Mike Strohschein
Dean of Technical Instruction
5724 SW Huntoon St
Topeka, KS 66604

Re: Advanced Emergency Medical Technology program (AEMT)

Dear Dr. Strohschein,

Please consider this letter of support for the proposed AEMT program as part of the Emergency Medical Services program. My primary role is Trauma and Emergency Care at Stormont Vail Health, but I also am able to serve as medical director for the EMS program. This role requires me to participate in the advisory committee and provide oversight to the program, working closely with the EMS instructors. I am a proud supporter of Washburn University Institute of Technology and the EMS program and I appreciate the addition of AEMT as I believe it will increase the number of students entering in to this in-demand field.

Again, we look forward to continuing our support of the EMS including the EMT and AEMT program.

Sincerely,

Armand, Heyns, MD
Stormont Vail Health



December 12, 2022

Washburn Institute of Technology
Attn: Dr. Mike Strohschein
Dean of Technical Instruction
5724 SW Huntoon St.
Topeka, KS 66604

Re: Advanced Emergency Medical Technology program (AEMT)

Dear Dr. Strohschein,

Please consider this letter of support for the proposed AEMT program as part of the Emergency Medical Services program. As a high school partner of Washburn Tech, I am excited to see that AEMT will be offered in addition to EMR and EMT. There is a huge demand for EMT professionals, and I believe this program will enhance the offerings. I understand that students must be 18 to complete the EMT and AEMT program, which is information I will communicate to the high school students I work with to encourage them to further their knowledge and skills.

Again, Santa Fe Trail High School looks forward to the offering of the AEMT program.

Sincerely,

Kayla Chiddix
College and Career Advocate
Santa Fe Trail HS
15701 S. California St.
Carbondale, KS 66414
18008369525 ext. 1122
kchiddix@usd434.us

WASHBURN UNIVERSITY

INSTITUTE OF TECHNOLOGY

EMT INDUSTRY ADVISORY BOARD

Date: October 7, 2022

Minutes

Attendance:

| Name | Organization |
|----------------------|------------------------|
| Ann Antrim | AMR |
| Chief Randy Phillips | Topeka Fire Department |
| Bruce Andrus | Topeka Fire Department |
| Carman Allen | KSBEMS |
| Dale Cathey | FSCC/Program IC |
| Kayla Chiddix | WIT Adjunct Instructor |
| Corey Grame | WIT Instructor |

| Topic | Discussion | Action |
|---------------------------------|--|--------|
| Course evaluations | Evaluations for all classes in the past year have shown a 90% exemplary (5) rating in all categories. Discussed adding that if instructors are rated less than 3 then an explanation for that rating be required. We can't adjust if we don't know what is not going well. | |
| Equipment and facilities | Ambulance Sim – Ambulance simulator has been ordered and hopefully will be installed soon. Lifepak 15 - Has been acquired and is in use. We would like to add a second one in the future. | |
| Test Sites | Test sites have been going well. Staffing issues are the hardest part. We have been using consistent staff so that the process is smoother, and they have a good idea of what their role is. | |
| Enrollment and completion rates | Fall 21 – 78% graduation rate, 74% licensing rate currently Spring 22 – 83% graduation rate, 62% licensing rate currently Summer 22 – 100% graduation rate, 63% licensing rate currently Fall 22 - 63% graduation rate, 80% licensing rate currently Some students are still working on passing the licensing tests. We are still supporting them by offering tutoring sessions and resources. | |
| Curriculum Updates | Paramedic - Looking to start paramedic in Fall of 2024 or 2025. Carman recommends sooner than later as KSBEMS is | |

| | | |
|--------------------------|--|--|
| | <p>looking to require all new paramedics in the state to have an associate degree at minimum. This will remove the ability of services from hosting Paramedic classes as well as increase enrollment since those moving to the state will now have to have a degree.</p> <p>Continuing Ed: We have been encouraged by TFD and other services to begin providing CE classes. The need for classes has risen since COVID closed off many services from doing them for outside providers. It is being explored by Corey, Pam and Mark Stock. Our biggest need would be to have qualified instructors to teach the specialty classes.</p> | |
| Program development plan | <p>Equipment - We would like to add a stair chair, auto pulse and power cot in the future. If any dept is upgrading and would like to donate a functional unit we'd gladly accept. Also, we would still like to have an actual ambulance.</p> <p>Organizational - We intend to continue growing our offerings here at Tech. We have added EMR for our high school students in order to introduce them to EMS before they take EMT. It also builds their foundational skills to help them be better prepared for EMT.</p> <p>Instructors - We have opportunities for an EMR instructor for the Spring semester second nine weeks. We also need substitutes and additional lab assistants.</p> | |
| SkillsUSA | <p>SKILLS USA could use support for students wanting to compete. We have two EMT students signed up this semester. Fees are \$50 a student and more is required if they make it to Nationals. Corey will contact services individually to ask for donations or assistance with fundraising once the need is known.</p> | |
| Advisory member reports | <p>Labor market trends:</p> <ul style="list-style-type: none"> • Carman reports all services statewide are short-staffed for all levels. AEMT and Paramedics are in great need. Many services have begun using the AEMT instead of a paramedic for ALS services. • Ann reports AMR currently has 9 Full Time EMT positions open. What applicants they are getting are wanting Part Time hours or are not hireable. • TFD currently has 20 open positions and is only getting maybe 10 applicants each cycle. <p>Employment concerns:</p> | |

| | | |
|--------------|--|--|
| | <ul style="list-style-type: none"> • Plenty of opportunity for all students, Students from our program that are currently with our partners are doing very well. <p>Industry standards updates:</p> <ul style="list-style-type: none"> • Carman states no new standards appear to be coming for now. That's always subject to change. <p>Off campus learning opportunities – FIs:</p> <ul style="list-style-type: none"> • We are working with AMR, Franklin County and Osage County for Field Internships. Hoping to add maybe one or two more as we continue to grow. • Chief Phillips will allow EMT students to do rides with TFD. Schedule through TFD Administration office. | |
| New Business | <p>Addition of AEMT program. Need continues to rise. AEMT should consider shift workers. Recommends teaching the same subject matter two classes in a row and allow students to attend either session so that finding work coverage is easier. If that can happen, they could send more of their employees to our program with incentives from AMR.</p> <p>TFD would like to discuss possible work with us to accommodate TFD applicants/employees for EMT and AEMT should we add it.</p> | Board approve addition of AEMT program for implementation Fall 2023. |

Adjournment



Curriculum Council Meeting Minutes
October 18, 2022

This meeting will be in person the Kaw Room (across from Dean's office) and available via Zoom

Roll Call: What instructional or professional resource makes your job easier?

| Name | Present or Absent (P or A) |
|-----------------------------|----------------------------|
| Ali Setayesh | P |
| Laura B. Kelghley | P |
| Tammy Schrickel | P |
| Lindsay Cabbage | P |
| Darrin Dillingham | P |
| Chris Mullins | P |
| Kelly Winkel | A |
| Jaime Chapman | P |
| Teresa Huttenmaler | P |
| Cody Scott | A |
| Pam Masters | P |
| Alan Beam | A |
| Mike Strohschein | P |
| Tisha Prather | P |
| Chaz Havens | P |
| Steven Bryant | A |
| Ian Marples | P |
| Jennifer Ewing (non-voting) | P |
| Morgan Eggert (non-voting) | P |

| | | |
|---|--|---|
| | <p>2. Student Services</p> <p>3. Deans Office/Institutional Research none</p> <p>4. Curriculum & Instruction</p> <p>i. Associate of Applied Science in Technical Studies Tara- combining 2 technical certificates and 15 gen ed hours for AAS in Technical Studies. Once approved we can add other programs. Degree plan needs to be approved with instructors and navigator. As students decide to go into certain programs, they can choose what the appropriate gen eds will be. Pending approval for pathway to move into bachelor's degree.</p> <p>ii. Update on CourseLeaf Mike- 2 WBORD meetings left to get curriculum through. This is why we don't accept curriculum changes after December- November would technically be cut off for curriculum changes. Tara- When Courseleaf is set up it will generate an automated email from and we will have a centralized file location. Hopefully we will get it in place by next meeting.</p> | |
| Old Business (Motion, Discussion, Action) | | |
| New Business (Motion, Discussion, Action) | <p>1. Associate of Applied Science in Technical Studies Q/A/comments – Ali- will the degree be geared toward all programs? Tara- Primarily it is for students that are getting an A or B cert. It's providing an additional option for students. Mike – We are exploring options for a set of gen eds 6 or 7 here on main campus. Ideally, we don't want students to have to travel so having them here or online would eliminate travel. Out of the 30 school districts Perry Lecompton is wanting to send all students for gen eds. Instructor credentials dictate gen eds being taught. 9 of the 30 districts have other dual partnerships for gen eds. Lindsay-Continuity instead of competition Milke-Surveying what would be needed for gen eds such as math-maybe algebra speech English anthropology or sociology would be a part of transfer portal.</p> | <p>Motion: Chaz Second: Ian Discussion:</p> |

| | | |
|---------------|--|---|
| | <p>Tara-Industry partners are including care packages with continuing education and they are comfortable with us so they will continue choosing us for their needs.</p> <p>Tammy- Having encouragement from the other side is important to make it work for additional programs.</p> <p>2. AEMT Q/A/comments – Concerns about program not being fully financial aid eligible and could be problematic for post-secondary. Pam- Program is not designed for full-time student because they are working as EMTs.</p> <p>Cory- EMT is not currently eligible financial aid Students will probably be industry supported. Work for service programs that allow them to get a grant that will in turn have the program paid for.</p> <p>Removing Workeys verbiage from documents.</p> | <p>Motion: Chris Second: Chaz Discussion:</p> |
| Announcements | Next Meeting: November 15 | |
| Adjournment | | 3:58pm |



December 13, 2022

Ms. April Henry
Director of Workforce Development
Kansas Board of Regents
1000 SW Jackson Street
Suite 520
Topeka, KS 66612-1368

RE: Washburn University Board of Regents Confirmation of action taken by Board

Dear Ms. Henry,

The undersigned, as the Secretary of the Washburn University Board of Regents, hereby confirms that the Board approved the following action at its board meeting on December 8, 2022.

The Board voted unanimously to approve the new Certificate A Advanced Emergency Medical Technology (AEMT) Certificate program.

The members of the Board who were present and voted on the item were: Terry Beck, Shelly Buhler, John Dicus, John Dietrick, John Nave, Michael Padilla and Angel Romero.

Sincerely,

A handwritten signature in blue ink, appearing to read "Marc B. Fried".

Marc B. Fried
General Counsel and Secretary
to the Board of Regents

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

Institution: Washburn University Institute of Technology

Proposed Program: Advanced Emergency Medical Technology

| IMPLEMENTATION COSTS | | | | |
|--|-------------------|---|---------------------|---|
| Part I. Anticipated Enrollment | | | Implementation Year | |
| Please state how many students/credit hours are expected during the initial year of the program? | | | | |
| | | | Full-Time | Part-Time |
| A. Headcount: | | | 48/960 | -- |
| Part II. Initial Budget | | | Implementation Year | |
| A. Faculty | | | Existing: | New: |
| | Full-time | # | \$ | \$ |
| | Part-time/Adjunct | # | \$ | \$17,000 |
| | | | | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| | | | Amount | Funding Source |
| B. Equipment required for program | | | \$10,000 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| C. Tools and/or supplies required for the program | | | \$2,000 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| D. Instructional Supplies and Materials | | | \$2,000 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| E. Facility requirements, including facility modifications and/or classroom renovations | | | \$5,000 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| F. Technology and/or Software | | | \$3,500 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |
| G. Other <i>(Please identify; add lines as required)</i> | | | | |
| Total for Implementation Year | | | \$39,500 | General funds (Re-allocation from discontinued programs; tuition dollars)/Perkins |

KBOR Fiscal Summary for Proposed Academic Programs

CA-1a Form (2020)

| PROGRAM SUSTAINABILITY COSTS (Second and Third Years) | | | | |
|---|---|------------------------|-------------------|-------------------|
| Part I. Program Enrollment | | Second and Third Years | | |
| Please state how many students/credit hours are expected during the first two years of the program? | | | | |
| | | Full-Time | Part-Time | |
| A. Headcount: | | 96/1920 | -- | |
| Part II. Ongoing Program Costs | | First Two Years | | |
| A. Faculty | | Existing: | New: | Funding Source: |
| Full-time | # | \$ | \$ | |
| Part-time | # | \$17,000 | \$ | Gen. Fund/Perkins |
| | | Amount | Funding Source | |
| B. Equipment required for program | | \$ | | |
| C. Tools and/or supplies required for the program | | \$200 | Gen. Fund/Perkins | |
| D. Instructional Supplies and Materials | | \$2,000 | Gen. Fund/Perkins | |
| E. Facility requirements, including facility modifications and/or classroom renovations | | \$ | | |
| F. Technology and/or Software | | \$ | | |
| G. Other <i>(Please identify; add lines as required)</i> | | | | |
| Total for Program Sustainability | | \$19,200 | Gen. Fund/Perkins | |

Please indicate any additional support and/or funding for the proposed program:

The program will be supported by general funds and support from the Carl Perkins grant (anticipated).

Submit the completed application and supporting documents to the following:

Director of Workforce Development
 Kansas Board of Regents
 1000 SW Jackson St., Suite 520
 Topeka, Kansas 66612-1368

KBOR Excel in CTE Fee Summary for Proposed Academic Programs
CA-1b Form (2020)

*Per statute (K.S.A. 72-3810), the Kansas Board of Regents shall establish general guidelines for tuition and fee schedules in career technical education courses and programs. The Excel in CTE tuition and fee schedule of every technical education program shall be subject to annual approval.
Please include all costs charged to high school students for the proposed new program.*

| | |
|--------------------------|---|
| Institution Name: | Washburn University Institute of Technology |
| Program Title: | Advanced Emergency Medical Technology |
| Program CIP Code: | 51.0904 |

| <i>Please list all fees associated with this <u>program</u>: Only list costs the institution <u>is</u> charging students.</i> | | |
|---|--|-----------|
| Fee | Short Description | Amount |
| Verified Credentials | | \$ 114.40 |
| Exams | NREMT-AEMT; SKEMS- AEMT | \$ 311.00 |
| Tool Kit | BP cuff, stehoscope, trauma shears, CPR pocket mask, pen light, IM needle with syringe, 11 IV start sets | \$ 200.00 |
| PPE | Work shirts, pants, and boots | \$ 55.00 |
| Textbook | Emergency Care and Transportation of Sick and Injured | \$ 338.00 |
| | | |

| <i>Please list all courses within the program and any fees associated to those <u>courses</u>: Only list costs the institution <u>is</u> charging students. Do not duplicate expenses.</i> | | |
|--|-------------------|--------|
| Course ID | Short Description | Amount |
| | | |
| | | |
| | | |
| | | |
| | | |


| <i>Please list items the student will need to purchase on their own for this program: Institution <u>is not</u> charging students these costs, rather students are expected to have these items for the</i> | | |
|---|-------------------|------------------|
| Item | Short Description | Estimated Amount |
| | | |
| | | |
| | | |
| | | |

Carl D. Perkins Funding Eligibility Request Form

Strengthening Career and Technical Education for the 21st Century Act

CA-1c Form (2022)

| | |
|---|---|
| Name of Institution | Washburn University Institute of Technology |
| Name, title, phone, and email of person submitting the Perkins Eligibility application (<i>contact person for the approval process</i>) | Dr. Mike Strohschein Dean mike.strohschein@washburn.edu |
| Name, title, phone, and email of the Perkins Coordinator | Marie Hall Grants Facilitator 785-670-3327 marie.hall@washburn.edu |
| Program Name | Advanced Emergency Medical Technology |
| Program CIP Code | 51.0904 |
| Educational award levels and credit hours for the proposed request(s) | 20 credits Certificate A |
| Number of concentrators for the educational level | 48 |
| Does the program meet program alignment? | N/A |
| How does the needs assessment address the occupation and the program (<i>provide page number/section number from the CLNA and describe the need for the program</i>) | Perkins local needs assessment data currently shows a shortage of program concentrators for CIP code 51.0904 with 42 Concentrators and 43 Annual Openings. <i>Q1, page 15</i> |
| Justification for conditional approval: (<i>how will Perkins funds will be used to develop/improve the program</i>) | Funds will be used to purchase equipment for program start-up. |
| Pursuant to Americans with Disabilities Act, the proposed program will be offered in a location or format is fully accessible, according to applicable ADA laws? (<i>Contact Board staff for technical assistance if there are questions regarding accessibility</i>) | Yes |

Signature of College Official  Date 12-8-22

Signature of KBOR Official _____ Date _____

Kansas Promise Eligibility Request Form

CA-1d Form (2022)

This application should be used for new programs (currently in the program approval process) or existing programs the institution would like reviewed for Kansas Promise eligibility.

Program Eligibility

Per statutory language (Section 28), a “promise eligible program” means any two-year associate degree program or career and technical education certificate or stand-alone program offered by an eligible postsecondary educational institution that is:

- 1) approved by the Board of Regents;
- 2) high wage, high demand or critical need; and
- 3) identified as a “promise eligible program” by the Board of Regents pursuant to K.S.A. 2021 Supp. 74-32.272:
 - Information Technology and Security
 - Mental and Physical Healthcare
 - Advanced Manufacturing and Building Trades
 - Early Childhood Education and Development

Section 29 (9d), states that the Board of Regents may designate an associate degree transfer program as an eligible program only if such program is included in:

- 1) An established 2+2 agreement with a Kansas four-year postsecondary education institution; or
- 2) An articulation agreement with a Kansas four-year postsecondary educational institution and is part of an established degree pathway that allows a student to transfer at least 60 credit hours from the eligible postsecondary educational institution to a four-year postsecondary education institution for the completion of an additional 60 credit hours toward a bachelor’s degree.

Section 30 states an eligible postsecondary educational institution may designate an additional field of study to meet local employment needs if the promise eligible programs within this field are two-year associate degree programs or career and technical education certificate or stand-alone programs approved by the Board of Regents that correspond to jobs that are high wage, high demand, or critical need in the community from one of the following fields:

- 1) Agriculture;
- 2) Food and Natural Resources;
- 3) Education and Training;
- 4) Law, Public Safety, Corrections, and Security; or
- 5) Distribution and Logistics

| | |
|---|--|
| Name of Institution | Washburn University Institute of Technology |
| Name, title, and email of person responsible for Academic program | Dr. Mike Strohschein Dean mike.strohschein@washburn.edu |
| Name, title, and email of Financial Aid contact | April Sidesinger Assistant Director Financial Aid April.sidesinger@washburn.edu |

Kansas Promise Eligibility Request Form

CA-1d Form (2022)

| Information Technology and Security | | | | |
|-------------------------------------|--------------|--|---|----------------------------|
| CIP Code | Program Name | High Wage, High Demand, or Critical Need | Type of Award (AAS, AA, AS, AGS, Certificate) | Scholarship Effective Date |
| | | | | |

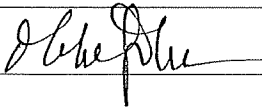
| Mental and Physical Healthcare | | | | |
|--------------------------------|---------------------------------------|--|---|----------------------------|
| CIP Code | Program Name | High Wage, High Demand, or Critical Need | Type of Award (AAS, AA, AS, AGS, Certificate) | Scholarship Effective Date |
| 51.0904 | Advanced Emergency Medical Technology | High wage, high demand, critical need | Certificate | Fall 2023 |

| Advanced Manufacturing and Building Trades | | | | |
|--|--------------|--|---|----------------------------|
| CIP Code | Program Name | High Wage, High Demand, or Critical Need | Type of Award (AAS, AA, AS, AGS, Certificate) | Scholarship Effective Date |
| | | | | |

| Early Childhood Education and Development | | | | |
|---|--------------|--|---|----------------------------|
| CIP Code | Program Name | High Wage, High Demand, or Critical Need | Type of Award (AAS, AA, AS, AGS, Certificate) | Scholarship Effective Date |
| | | | | |

| College Designated Field of Study: | | | | |
|------------------------------------|--------------|--|---|----------------------------|
| CIP Code | Program Name | High Wage, High Demand, or Critical Need | Type of Award (AAS, AA, AS, AGS, Certificate) | Scholarship Effective Date |
| | | | | |

**If any programs are claiming "critical need" status, please provide supporting documentation:

Signature of College Official 

Date 12-8-22

Signature of KBOR Official _____

Date _____

Special Note to Kansas Independent Colleges:

Please carbon copy the KICA contact below when submitting this application to the Kansas Board of Regent office:

Kansas Promise Eligibility Request Form

CA-1d Form (2022)

Matt Lindsey, President KICA
matt@kscolleges.org

Last updated: 8/17/2022