



New Program Report

Date Submitted:

04/29/2019

Institution

Ozarks Technical Community College

Site Information

Implementation Date:

8/19/2019 12:00:00 AM

Added Site(s):

Selected Site(s):

Online , 1001 E. Chestnut Expressway, Springfield, MO, 65802

Ozarks Technical Community College, 1001 E. Chestnut Expressway, Springfield, MO, 65802

CIP Information

CIP Code:

430203

CIP Description:

A program focusing on the theory and practice of fires and fire-fighting. Includes instruction in fire chemistry and physics, combustible materials, computer science, building construction, fire codes and related laws, fire hydraulics, fire command, fire prevention/inspection, fire protection systems, fire suppression systems, fire/arson investigation, occupational safety, equipment operation, emergency medicine and communications.

CIP Program Title:

Fire Science/Fire-fighting

Institution Program Title:

Fire Service Administration

Degree Level/Type

Degree Level:

Associate Degree

Degree Type:

Associate of Science

Options Added:

Collaborative Program:

N

Mode of Delivery

Current Mode of Delivery

Classroom

Online

Student Preparation



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Special Admissions Procedure or Student Qualifications required:

No special preparation is required for the student. There is one caveat; completion of several of the Fire Service Administration classes will allow students to take the equivalent state certification exams, if they meet certain prerequisites.

Specific Population Characteristics to be served:

The primary population to be served with this degree are those individuals who are currently employed in Fire Service and are seeking degrees in order to promote to Company and Chief Officers.

Faculty Characteristics

Special Requirements for Assignment of Teaching for this Degree/Certificate:

For those Fire Service Administration courses that have an equivalent state certification, the instructor must have Fire Service Instructor Level I and/or Level II depending on the course, as well as be listed on the state's list of approved instructors for that specific course. Since the Fire Service Administration courses will be online, every instructor must complete OTC's online teaching course.

Estimate Percentage of Credit Hours that will be assigned to full time faculty:

The estimated percentage of credit hours that will be assigned to full time faculty is 45% .

Expectations for professional activities, special student contact, teaching/learning innovation:

For those Fire Service Administration courses that have an equivalent state certification component, faculty will need to work with the students in order to ensure the student's state skills are evaluated in accordance with state rules. Faculty members are required to document twenty hours of professional development on an annual basis. Faculty members are required to be faculty advisors and will advise students who have designated this as their degree option.

Student Enrollment Projections Year One-Five

Year 1	Full Time: 20	Part Time: 10	
Year 2	Full Time: 30	Part Time: 15	
Year 3	Full Time: 30	Part Time: 20	Number of Graduates: 20
Year 4	Full Time: 40	Part Time: 30	
Year 1	Full Time: 20	Part Time: 10	
Year 2	Full Time: 30	Part Time: 15	
Year 3	Full Time: 30	Part Time: 20	Number of Graduates: 20
Year 4	Full Time: 40	Part Time: 30	
Year 5	Full Time: 50	Part Time: 40	Number of Graduates: 35

Percentage Statement:

90.00

Program Accreditation



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Institutional Plans for Accreditation:

The Fire Science Technology Program is accredited through the International Fire Service Accreditation Congress (IFSAC). Since this is a new degree, it will need to be evaluated by IFSAC during the next accreditation review which will occur in 2020.

Program Structure

Total Credits:

64

Residency Requirements:

15 hours of coursework must be completed in residence.

General Education Total Credits:

28

Major Requirements Total Credits:

36

Course(s) Added

COURSE NUMBER	CREDITS	COURSE TITLE
FST 216	3	Fire Instructor II
FST 250	3	Fire Service Reports & Comm
FST 275	3	Legal/Contemp Issues FST/EMS
BUS 110	3	Principles of Business
FST 210	3	Fire Department Officer
FST 211	3	Fire Officer II
FST 111	3	Strategy and Tactics
FST 280	3	Capstone Assessment
FST 240	3	Occupational Safety & Health for Emergency Responders
FST 230	3	Fire Investigation I
FST 215	3	Fire Service Instructor I
FSA 209	3	Emergency Management

Free Elective Credits:

0

Internship or other Capstone Experience:

45 credit hours completed prior to taking FST 280, Capstone Assessment.

Assurances

I certify that the program is clearly within the institution's CBHE-approved mission. The proposed new program must be consistent with the institutional mission, as well as the principal planning priorities of the public institution, as set forth in the public institution's approved plan or plan update.

I certify that the program will be offered within the proposing institution's main campus, CBHE-approved service region or CBHE-approved off-site location.



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I certify that the program will not unnecessarily duplicate an existing program within the geographically applicable area.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the program can be launched with minimal expense and falls within the institution's current operating budget.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

Contact Information

First and Last Name: RENEE GRAVES

Email: gravesr@otc.edu

Phone: 417-447-8115

Student ID: _____
 Student Name: _____
 Adviser Name: _____

Catalog: 2019-2020 Academic Catalog and Student Handbook
 Program: Fire Service Administration (A.S.)*
 BEGINNING SPRING 2020
 Minimum Credits Required: _____

Fire Service Administration (A.S.)* BEGINNING SPRING 2020

BEGINNING SPRING 2020

A.S. Degree: 64 Hours

The Fire Service continues to place an emphasis on formal education for all ranks within a fire department organization. The OTC Fire Science Program developed the Fire Service Administration degree in conjunction with the OTC Fire Science Technology Advisory Board in order to provide that formal education and better prepare future company officers and chief officers. The overall goal of this degree is to provide learning opportunities which introduce, develop and reinforce academic and occupational knowledge, skills and attitudes required for job acquisition, retention and advancement. Additionally, the program provides opportunities to retrain and upgrade present knowledge and skills. Career choices for Fire Service Administration students include the following: firefighter, fire inspector, fire instructor, fire investigator, fire protection systems installer, U.S. Forest Service, as well as various military branches. OTC graduates have employment opportunities locally, statewide, nationally and internationally.

While this degree can be completed without pre-requisites, the ability to take the Missouri Division of Fire Safety certification exams may require other course certifications prior to being eligible for testing. The OTC Fire Science Program Director can provide those details.

OTC has developed procedures for evaluating past training experiences and certifications for professional equivalency college credit; inquiries should be directed to the lead instructor or department chair.

Students wishing to transfer to a four-year institution are strongly encouraged to seek the advice of the lead instructor or department chair of the FST program to determine courses appropriate for transfer.

Fire Service Administration Program Requirements - 33 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
FSA-209 Emergency Management	Credits: 3			
FST-111 Strategy and Tactics	Credits: 3			
FST-210 Fire Department Officer <i>Prerequisite(s):</i> FST 215 or concurrent enrollment.	Credits: 3			
FST-211 Fire Officer II <i>Prerequisite(s):</i> Grade of "C" or better in FST 210 and FST 215.	Credits: 3			
FST-215 Fire Service Instructor I	Credits: 3			
FST-216 Fire Instructor II <i>Prerequisite(s):</i> FST Grade of "C" or better in FST 215 and FST 210.	Credits: 3			
FST-230 Fire Investigation I <i>Prerequisite(s):</i> None	Credits: 3			
FST-240 Occupational Safety & Health for Emergency Responders <i>Prerequisite(s):</i> Grade of "C" or better in FST 210 or concurrent enrollment.	Credits: 3			
FST-250 Fire Service Reports & Comm	Credits: 3			
FST-275 Legal/Contemp Issues-FST/EMS <i>Prerequisite(s):</i> FST 215, FST 230, ENG 101 or ENG 100 and 100A, ENG/COM elective, PLS 101 or HST 120 or concurrent enrollment, PSY 110 or concurrent enrollment.	Credits: 3			
FST-280 Capstone Assessment <i>Prerequisite(s):</i> 45 credit hours completed.	Credits: 3			

General Education Requirements - 28 Credit Hours

CORE 42 is a statewide general education course of study intended to ensure that all graduates possess a common core of college-level skills and knowledge. CORE 42 specifies the basic competencies and knowledge areas that all students completing degrees at a Missouri public institution of higher education must complete. CORE 42 is comprised of dozens of courses distributed across five knowledge areas. These courses are designated with a Missouri Transfer (MOTR) course number, which guarantees the one-to-one transfer of these courses among all Missouri public institutions of higher education. Please refer to MDHE Core Transfer Curriculum for detailed information on CORE 42 courses.

All knowledge areas below, designated with the CORE 42 logo indicate all courses in that area have been evaluated and provided a MOTR number for transfer to all Missouri public institutions of higher education.

Mathematical Sciences - 3 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
MTH-128 Contemporary Mathematics	Credits: 3			
or				
MTH-128S Cont Mathematics with Support	Credits: 4			
MTH-130 College Algebra	Credits: 3			
or				
MTH-130S College Algebra With Support	Credits: 4			

Written Communication - 6 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
ENG-100 Composition I With Support <i>Prerequisite(s): None</i>	Credits: 5			
or				
ENG-101 Composition I <i>Prerequisite(s): None</i>	Credits: 3			
ENG-102 Composition II <i>Prerequisite(s): ENG 101.</i>	Credits: 3			
ENG-150 Technical Writing <i>Prerequisite(s): ENG 101.</i>	Credits: 3			

Oral Communication - 3 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
COM-100 Introduction to Communication	Credits: 3			
COM-105 Public Speaking	Credits: 3			
COM-200 Interpersonal Communication <i>Prerequisite(s): Grade of "C" or better in ENG 101.</i>	Credits: 3			

Humanities and Fine Arts - 3 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
PHL-105 Introduction to Ethics	Credits: 3			
SPN-101 Beginning Spanish I	Credits: 3			

Natural Sciences - 4 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
CHM-101 Introductory Chemistry	Credits: 4			

Social and Behavioral Sciences - 9 Credit Hours (include at least one Civics course, PLS 101 or HST 120 or HST 130)

Course Name	Credits:	Term Taken	Grade	Gen Ed

ECO-270 Principles of Macroeconomics	Credits: 3			
HST-120 U.S. History I: to 1865	Credits: 3			
HST-130 U.S. History II: 1865-Present	Credits: 3			
PLS-101 American Government and Politics	Credits: 3			
PSY-110 Introduction to Psychology	Credits: 3			

Program Specific Course - 3 Credit Hours

Course Name	Credits:	Term Taken	Grade	Gen Ed
BUS-110 Principles of Business	Credits: 3			

Notes:

Dr. Rachelle Darabi
Associate Provost for Student Development and Public Affairs
Missouri State University
901 S. National Ave
Springfield, MO 65897

25 April 2019

Randy Villines
Program Director of Fire Science
Ozarks Technical Community College
1001 East Chestnut Expressway
Springfield, MO 65802

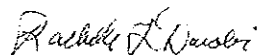
Randy,

As the Associate Provost for Student Development and Public Affairs, I oversee the interdisciplinary, undergraduate programs of Missouri State University. The Bachelor of General Studies is one of these programs and it is well suited for students transitioning from community college programs.

Missouri State University looks forward to writing an articulation agreement with OTC for students who have completed the new Associate of Science degree in Fire Service Administration. In this articulation agreement, some OTC courses flow into MSU's general education requirements or Missouri's Core 42 program, depending on which program is most advantageous to the student, and additional courses will fulfill requirements for the Bachelor of General Studies.

I look forward supporting Missouri's workforce development through articulation agreements between OTC and MSU using the Bachelor of General Studies degree.

Sincerely,



Rachelle Darabi



Republic Fire Department

ISO Class 2
701 US Hwy 60 East
Republic MO 65738

Duane Compton
Chief

Lynn Hollandworth
Deputy Chief of
Fire Prevention/
Emergency
Management
Director

Non-emergency
417-732-3800

Fax Number
417-732-3819

April 25, 2019

Dr. Hudson
Ozarks Technical Community College
1001 E. Chestnut Expressway
Springfield, MO 65802

Dear Dr. Hudson,

I would like to request that Ozarks Technical Community College pursue a new degree field in the Fire Service Administration. In my position as Fire Chief for the City of Republic, I see a real need for this type of degree program. OTC currently has a Fire Science Degree only. Please note that has helped numerous fire fighters in the area get their start into the fire service. With the current Fire Science Degree, most fire fighters will never advance their career's past the Captain's position, without additional education.

What we are lacking in the fire service is the next level of training for advancement. If OTC were to add the Fire Service Administration degree, this would give our local fire fighter's a chance to advance to the Command level positions within the local fire departments. If this degree field is added in the coming years, there is a very good chance several of our local chief officers could receive all of their educational requirements at OTC. Please note they are now receiving those educational requirements from an online source or another local universities.

If you have any questions, please feel free to contact me.

Sincerely,

Duane Compton
Fire Chief, City of Republic

Cc: Randy Villines