El Paso Community College
Syllabus
Part II
Official Course Description

SUBJECT AREA   **Fire Technology**

COURSE RUBRIC AND NUMBER   **FIRT 2307**

COURSE TITLE   **Fire Instructor II**

COURSE CREDIT HOURS   **3**   **3** **:**   **1**
                                           Credits Lec   Lab

I.   Catalog Description

Develops individual lesson plans for a specific topic including learning objectives, instructional aids, and evaluation instruments. Includes techniques for supervision and coordination of activities of other instructors to meet the curriculum requirements of the Texas Commission on Fire Protection (TCFP) for Fire Instructor II certification. ****THIS COURSE MAY BE OFFERED ONLY BY INSTITUTIONS CERTIFIED AS A TRAINING FACILITY BY THE TEXAS COMMISSION ON FIRE PROTECTION** (3:1).**

II.   Course Objectives

Upon satisfactory completion of this course, the student will be able to:

A.   Schedule instructional sessions, given department scheduling policy, instructional resources, staff, facilities, and timeline for delivery, so that the specific sessions are delivered according to department policy. (TCFP 802-5.2.2)

B.   Formulate budget needs, given training goals, agency budget policy, and current resources, so the resources required to meet training goals are identified and documented. (TCFP 802-5.2.3)

C.   Acquire training resources, given an identified need, so that the resources are obtained within established timelines and budget constraints and according to agency policy. (TCFP 802-5.2.4)

D.   Coordinate training record keeping, given training forms, department policy and training activity, so that all agency and legal requirements are met. (TCFP 802-5.2.5)

E.   Evaluate instructors, given an evaluation form, department policy, and job performance requirements, so that evaluation identifies areas of strength and weakness, recommends changes in instructional style and communication methods, and provides opportunity for instructor feedback to the evaluator (TCFP 802-5.2.6)

F.   Create a lesson plan, given a topic, audience characteristics, and a standard lesson plan format, so that the job performance requirements for the topic are achieved and the plan includes learning objectives, a lesson outline, course materials, instructional aids, and an evaluation form. (TCFP 802-5.3.2)

G.   Modify an existing lesson plan, given a topic, audience characteristics, and a lesson plan, so that the job performance requirements for the topic are achieved and the plan includes learning objectives, a lesson outline, course materials, instructional aids, and an evaluation form. (TDFP 802-5.3.3)

H.   Conduct a class using a lesson plan that the instructor has prepared that involves the utilization of multiple teaching methods and techniques, given a topic and a target audience, so that the lesson objectives are achieved. (TCFP 802-5.4.2)

Revised by Discipline: Fall 2012 (next revision in 3 years)

I.   Supervise other instructors and students during training, given a training scenario with increased hazard exposure, so that applicable safety standards and practices are followed and instructional goals are met. (TCFP 802-5.4.3)

J.   Give examples of increased hazard exposure to include live fire exercises, hazardous materials, and above and below graded rescues and evolutions that involve the use of power tools. (TCFP 802-A.5.4.3)

K   Develop student evaluation instruments, given learning objectives, audience characteristics, and training goals, so that the evaluation instrument determines if the student achieved the learning objectives; the instrument evaluates performance in an objective, reliable, and verifiable manner; and the evaluation instrument is bias free to any audience or group. (TCFP 802-5.5.2)

L.   Develop a class evaluation instrument, given agency policy and evaluation goals, so that students have the ability to provide feedback to the instructor on instructional methods, communication techniques, learning environment, course content, and student materials. (TCFP 802-5.5.3)

M.   Analyze student evaluation instrument, given test data, objectives, and agency policies, so that validity is determined and necessary changes are accomplished. (TCFP 802-5.5.4)

III.   THECB Learning Outcomes (WECM)
Demonstrate competencies set forth by the TCFP curriculum for Fire Instructor II.

IV.   Evaluation

Attendance Policies for Online Sections Only

Students are required to login to the course on a weekly basis and complete weekly assignments. Students who do not login for two or more consecutive weeks or do not complete assignments for two or more consecutive weeks without a valid excuse may be dropped from the course at the instructor's discretion.

Students who have not logged-in at least once prior to the census date listed in the Credit Class Schedule and the course Calendar and have not contacted the instructor with a valid excuse will be dropped from the course.

Attendance Policies for Regular Classroom -Based Sections Only

Attendance Policy: Students absent for two or more class periods without a valid excuse as determined by the instructor may be dropped from the course. Any exam or assignment not completed as a result of an unexcused absence will receive a grade of "0" for that exam or assignment.

Students who have not attended class before or on the census date listed in the Credit Course Schedule and the Course Calendar and have not contacted the instructor with a valid excuse will be dropped from the course.

Tardiness Policy: Students must be seated and ready to begin class at the scheduled time. Students tardy for two or more class periods without a valid excuse as determined by the instructor may be dropped from the course.

Expect class to last the entire scheduled time. Students may not leave class early without a valid excuse or without having made arrangements with the instructor. Students doing so will be considered absent for that class period.

Withdrawal Policy: Students who desire to withdraw are responsible for initiating withdrawal action through the EPCC Registrar's Office according to the policy in the Credit Class Schedule. **After the drop date listed in the Credit Class Schedule and the Course Calendar, students will receive a grade based upon all required items. Items not completed will be given a grade of "0".**

Students requesting an Incomplete, "I", must comply with EPCC policies and procedures listed in the Credit Class Schedule.

Revised by Discipline: Fall 2012 (next revision in 3 years)

Cheating Policy: Students determined to be cheating on an exam or plagiarizing another student's assignment will be given a grade of "0" for that exam or assignment. An incident report documenting the circumstances will be prepared by the Instructor and submitted to the Instructional Coordinator of Fire Technology and then forwarded to the Dean of Educational and Occupational Programs. A copy of the report will be provided to the student. A second such incident will be grounds for dismissal of the student from the course with a grade of "F".

Grading Scale

A: 90 - 100
B: 80 - 89
C: 75 - 79
D: 70 - 74
F: 0 - 69`

V. Disability Statement (Americans with Disabilities Act [ADA])

EPCC offers a variety of services to persons with documented sensory, mental, physical, or temporary disabling conditions to promote success in classes. If you have a disability and believe you may need services, you are encouraged to contact the Center for Student with Disabilities to discuss your needs with a counselor. All discussions and documentation are kept confidential. Offices located: VV Rm C-112 (831-2426); TM Rm 1400 (831-5808); RG Rm B-201 (831-4198); NWC Rm M-54 (831-8815); and MDP Rm A-125 (831-7024).

VI. 6 Drop Rule

Students who began attending Texas public institutions of higher education for the first time during the Fall 2007 semester or later are subject to a 6-Drop limit for all undergraduate classes. Developmental, ESL, Dual Credit and Early College High School classes are exempt from this rule. All students should consult with their instructor before dropping a class. Academic assistance is available. Students are encouraged to see Counseling Services if dropping because exemption may apply. Refer to the EPCC catalog and website for additional information.