



# Skyline College

## Program Review Update Report 2025 - 2026

SKY Dept - Emergency Medical Care

Jessica Hurless

A handwritten signature in black ink, appearing to read 'Jessica Hurless'.

12/11/2025

## SKY Instructional Program Review Update

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**Submitter Name:**

Ilyan Baalbaki

**Submitter Date:**

11/06/2025

**DIVISION:**

Science, Technology, Engineering, and Mathematics (STEM)

**PROGRAM NAME:**

EMC

**YEAR OF REVIEW:**

2025 -2026

### 1. STUDENT LEARNING OUTCOMES

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**What notable conclusions were drawn from the assessment results? If available, note any differences in assessment results by key disaggregations (e.g. modality, learning communities, etc.). What have been the implications for the program? Specific questions to answer in your response:**

**i. What percentage of course SLOs have been assessed in the last three years?**

Number of Course SLOs:

12

Percentage:

33

**ii. Which course(s) were assessed in the last three years?**

EMC 410, EMC 425

**iii. Degree-bearing programs are expected to assess Institutional SLOs, ideally during each ISLO's featured year. List which course(s) were assessed for which ISLOs in the last three years.**

N/A

**iv. Drawing from course and institutional SLOs results, what notable conclusions were drawn? Which results led to action(s) that were planned or taken, if any, to enhance student learning in those courses?**

All courses in EMC program received a "Met Criterion" as the overall assessment results. Intervention strategies are not applicable since all thresholds have been met.

### 2. CURRICULUM

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**Please indicate whether the following tasks have been completed:**

**Submitted a current assessment calendar with all active courses to the Office of Planning, Research, and Institutional Effectiveness**

Yes

**Updated the Improvement Platform with new and/or changed SLOs, after approval by the Curriculum Committee**

Yes

**Updated the program website with new and/or changed PSLOs after they are published in the College Catalog**

Yes

**Reviewed, updated (as needed), and submitted degree and certificate maps to the Curriculum Committee**

Yes

SKY Dept - Emergency Medical Care

### 3. ADDITIONAL INFORMATION

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**Related Documents**

[3 Year Assesment Plan 2025-2028.png](#)

# Goals & Resource Requests

## Increase Call Simulations & Update Skills Assessments.

Increasing Call Simulations and updating currently outdated Skills Assessments will strengthen student readiness and help align with industry standards.

### Year Initiated

2025 - 2026

### Goal Status

Active

### Implementation Step(s) and Timelines

Faculty will increase the number of call simulations initiated throughout the semester, and expand the variety and frequency of realist patient care simulations. Faculty will also incorporate best practices and field standards into all scenarios. Faculty will work on updated current skills assessments throughout the coming semesters, and also including additional skills assessments through various national resources. A proctor handbook will be created and stored in a binder with available updated and new call simulations to be used with students. The number of real-life scenarios will be increased with an increase in clinicals through our contracting agencies such as AMR & Royal Ambulance.

### Mapping

- SKY Strategic Goals: (X - Highlight Selected)

- **Student Support and Resources:** Ensure that all students have the support and resources needed to achieve their educational goals (X)
- **Thriving Environment:** Foster a thriving learning and work environment (X)
- **Civic Mindedness Cultivation:** Cultivate civic-mindedness to empower self and strengthen society (X)

## UPDATE

### Goal Update Date

05/10/2023

### Academic Year Updated

2022 - 2023

### Goal Update

On Schedule

### Goal Update Narrative

Increasing and maintaining volunteer Instructional Aides will always have an on-going status due to the transitory nature of the volunteer position and recent graduates that are pursuing their careers in healthcare.

## Maintaining Employee Retention

Maintaining the number of paid Professional Experts, who influence student learning outcomes & objectives

### Year Initiated

2025 - 2026

### Goal Status

Active

### Implementation Step(s) and Timelines

## Goals & Resource Requests

Create and implement a Wage Step Scale for Professional Experts at every two years (or four semesters) not including summer semesters. Employee retention will be maintained by having an effective Wage Step Increase based on years of service. This will incentivize increased participation from Professional Experts, as well as incentivize competitive proctors from the field. It will also maintain our current number of Professional Experts. Currently, Skyline EMT Program offers a 5:1 Student to Proctor ratio, the state regulates up to 10:1 Students/Proctor. While this is State regulation, span of control is limited severely impacting a Proctor's ability to safely assess a student's proficiency in a skill.

This step is already in process, and will continue working with STEM Dean & Director of Allied Health to create a timeline for active/current Professional Experts.

### Mapping

- SKY Strategic Goals: (X - Highlight Selected)

- **Antiracist and Equitable Institution:** Be an antiracist and equitable institution (X)
- **Student Support and Resources:** Ensure that all students have the support and resources needed to achieve their educational goals (X)
- **Thriving Environment:** Foster a thriving learning and work environment (X)
- **Civic Mindedness Cultivation:** Cultivate civic-mindedness to empower self and strengthen society (X)
- **Fiscal Stability:** Ensure fiscal stability to support the College mission and maintain public trust (X)

### Employer Sponsored Presentations

Maintaining the number of Employer Sponsored Presentations to ensure community engagement and involvement in the course. This also directly impacts direct admits who may qualify to attend the program immediately after high school.

#### Year Initiated

2025 - 2026

#### Goal Status

Active

#### Implementation Step(s) and Timelines

We aim to maintain the number of Employer Sponsored Presentations by boosting engagement & involvement. EMC 410 will do this by creating an annualized schedule for mandatory involvement in all STEM & Health Care related presentations. Also creating an annual schedule for all Optional Presentations such as those of high schools, and other San Mateo County Initiatives involving EMT, Pre-Hospital Health and high-school students.

Will create a schedule every 6 months and cross reference with previous Employer Based Presentations to ensure we maintain our timelines.

### Mapping

- SKY Strategic Goals: (X - Highlight Selected)

- **Increased Student Enrollment:** Increase student enrollment by being responsive to communities we serve (X)
- **Fiscal Stability:** Ensure fiscal stability to support the College mission and maintain public trust (X)

### Increasing EMC Credit Hours

Increases the number of Credits achieved throughout the semester improving a student's GPA and eligibility with FAFSA and other scholarships. Will increase student interest and may increase student participation and enrollment.

#### Year Initiated

2025 - 2026

#### Goal Status

11/21/2025

## Goals & Resource Requests

Active

### Implementation Step(s) and Timelines

Currently, EMC 410 offers an 8 Credit Hour course which is not inline with other similar programs. During CPR & upcoming Curriculum Committee Meetings, we aim on increasing the number of Credit Hours this course offers. This will keep us more inline with other similar programs (including CSM) who boast higher credit hours for similar material.

Will continue to work with CPR and curriculum committees to ensure this in place for all updates to the program.

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### Two Active Cohorts

Allows for a higher number of students to enroll and successfully pass the class. It also improves student to instructor ratios in an attempt to not overwhelm instructors during one single course.

### Year Initiated

2025 - 2026

### Goal Status

Active

### Implementation Step(s) and Timelines

Will work with the Dean of STEM and upper management to introduce a second cohort, hire additional faculty and increase the amount of students who may enroll in the program. Previously, we boasted two cohorts which encouraged competitiveness within the program itself. This encouragement led to higher success amongst students and ensured faculty maintained the highest level of care with their students. This will also provide additional hours and opportunities for proctors who are already involved deeply with a single cohort throughout the semester.

### Mapping

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- **Increased Student Enrollment:** Increase student enrollment by being responsive to communities we serve (X)
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### Modernizing Equipment & Curriculum

Modernizing equipment maintains higher instructional standards and helps studentst better align with field practices. Diversifying mannequins for example, and training simulations will provide a better representation of patient populations. Especially females, and people of color. This will ensure equitable, realistic and inclusive training and up to date practices for all demographics and populations.

### Year Initiated

2025 - 2026

### Goal Status

Active

### Implementation Step(s) and Timelines

## Goals & Resource Requests

Work with the Director of Allied Health Science & the STEM of DEAN to order and update currently outdated equipment and educational materials. Constantly write new skills assessments required for successful course completion with the students as equipment is constantly updated. Apply for grants, scholarships and funds to constantly update equipment, and establish a timeline for single-use, short-term, and long-term equipment replacement.

### Mapping

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### Public Safety & First Aid Workshops

Exposing the community and strengthening relationships with local departments to increase student engagement. Hosting various workshops will increase engagement, including educational and career access.

#### Year Initiated

2025 - 2026

#### Goal Status

Active

#### Implementation Step(s) and Timelines

Work with STEM Division Office & Allied Health to host a Public Safety & First Aid Career Day workshop. Will contact local agencies such as Fire/EMS/PD and other various agencies this semester to encourage a Spring Semester Workshop.

### Mapping

- SKY Strategic Goals: (X - Highlight Selected)

- **Increased Student Enrollment:** Increase student enrollment by being responsive to communities we serve (X)
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