

Year Three Review Action Plan - Emergency Health Services

June 22, 2022

Katharine Cole, Kimberly Moffitt, Lauren Clay, Pat McDermott, Tony Moreira, Sarah Shin & Colleen Rebeiro

Part 1 -- Updates and Reflection on Action Items from APR 2017

Recommendation	Dept Action	College Action	Provost Action	Action Plan Update
Part I: Updates and Reflections on Action Items from APR				
<p>1. Faculty Replacement: begin national search "immediately in preparation for the replacement of at least two faculty members." At the appropriate time, EHS will request the second expected retirement (Bruce Walz) replacement; request will be considered through the regular College faculty hiring process. <i>Timeline: Fall 2019</i></p>	X	X	X	<p>Walz retired in 2019. A request was submitted to CAHSS for a tenure-track line to replace Walz in 2018. This request was not granted. A hire was requested from CAHSS in December 2021 for a tenure-track faculty member. This request was granted in February 2022, however with the resignation of Diane Flint in January 2022, we remain in the same position as when the request was submitted. Since the YTR Should this be APR?, EHS has had 6 resignations and 3 hires. We will request another hire in the 2022-23 request cycle.</p> <p>Completed and ongoing: Feb 2022</p>
<p>2. Resource Allotments: facilities and equipment. c) Disposable equipment: Reviewers recommend raising lab fees to underwrite cost of disposable supplies. Once EHS has developed multi-year budget cycle and determined funding needs for disposable supplies, work with Dean and Provost to prepare lab fee request for submission to Council of VPs and Deans. <i>Timeline: Spring 2018</i></p>	X	X	X	<p>In Fall 2019, an evaluation of student fees was initiated and fees were increased from \$300 to \$550, an increase of \$250 per student for the program. Fees went into effect in Fall 2021. However, during the pandemic, there has been increased spending on Personal Protective Equipment (PPE) to safely deliver the program. We will need to evaluate how well fees cover the disposable equipment over the next year or two as things normalize.</p> <p>Completed: Fall 2021</p>
<p>5. Professional and Continuing Education (PACE): given market assessment of need for online curricula delivery, work to develop (1) a learning management system, (2) an online payment system and (3) an online module development system. (1) Analyze new BlackBoard format for the delivery of online educational content for off campus, non-student users.</p>	X			<p>PACE implemented Blackboard delivery for distribution of course materials to our educational sites. At this time, PACE only utilize Bb for educational site coordinators as program participants are not eligible for UMBC emails. EdX was piloted for online course delivery and it went well. The PACE Director is considering ideas for future uses of this platform.</p> <p>Completed: Fall 2020</p>
<p>7. Enhance faculty and student research partnerships. Encourage at least one Undergraduate Research and Creative Achievement Day (URCAD) and Undergraduate Research Awards (URA) application per year in the department. Encourage each tenure-track faculty member to have one student involved in their research projects. <i>Timeline: Spring 2018</i></p>	X			<p>In academic year 2021-22, Clay and Wilson each have one graduate research assistant working with them on research (one PhD and one Masters student) and Clay has funded the hire of one Post-Doctoral Research Associate who will support mentoring graduate students. Flint involved multiple graduate students in funded research on opiate overdose and county EMS response. Williams supports student participation and research assistants for Information Systems research in paramedic simulation lab.</p> <p>Since Fall 2017, 17 extramural funding proposals have been submitted by EHS faculty and 11 were funded. Applications are increasing with recent faculty hires. Half of the 17 EHS proposals in this timeframe were submitted in 2021 (8 proposals). Several current proposals under review, if funded, will create funded research assistantships for students.</p> <p>Completed and ongoing: Fall 2022</p>

Year Three Review Action Plan - Emergency Health Services

Part 2 -- Current/Ongoing Action Items for YTR

Recommendation	Dept Action	College Action	Provost Action	Action Plan Update
<p>1. Faculty Replacement: begin national search "immediately in preparation for the replacement of at least two faculty members." Department prepared multi-year hiring plan (Fall 2016). Dean's Office approved search in 2017-18 for two TT positions: one associate or advanced assistant professor; one assistant professor (conversion of existing clinical faculty position). Department will conduct search in accordance with CAHSS processes (including working with STRIDE). <i>Timeline: Spring 2018</i></p>	X	X		<p>Lucy Wilson and Diane Flint were hired in 2017-18 during the approved search. Flint was converted from a lecturer line to a tenure-track line and national search was conducted for Wilson. Flint's position was to expand undergraduate program with a management track and Wilson's position was to replace Rick Bissell as Graduate Program Director. Flint resigned in January 2022. Since the APR, EHS has had 6 resignations and 3 hires. We will request another hire in the 2022-23 request cycle. Hiring for Fall 2022 (Visiting Lecturer) and Fall 2023 (Tenure-track)</p>
<p>2. Resource Allotments: facilities and equipment. a) Space: need "an additional lab space to accommodate both a skills lab and a clinical simulation space." Perform new assessment of space needs in the EHS Department. Include plans for simulation and laboratory space. Incorporate classroom space needs and paramedic program planning. Revise and resubmit the department's 2013-14 request for additional space, for consideration by Provost and Space Management Committee. <i>Timeline: Fall 2017</i></p>	X	X	X	<p>In 2015 and 2018, EHS requested lab space. In 2015, we were close to getting a space on the 2nd floor of Sherman, but this fell through. We submitted a new space request in Spring 2022 and are working closely with CAHSS and UMBC Facilities Management representatives to prepare for temporary relocation and the Sherman renovation to see if any of our needs can be addressed during these building updates. In progress: Spring 2022</p>
<p>2. Resource Allotments: facilities and equipment. b) Capital equipment: Some essential equipment is "outdated and on the verge of failure" and "needs replacement as soon as possible." Other equipment deficiencies also noted; need for long-term plan for maintenance and life-cycle replacement. EHS develop three-year budget cycle taking into account all needs, including immediate replacement needs/costs and multi-year plan for funding maintenance and replacement. Dean work with Provost's Office on meeting needs. Consideration will be given to using student fees, following the approval process already in place. <i>Timeline: Fall 2017</i></p>	X	X	X	<p>In Fall 2019, Kyle Bates and Gary Williams worked with Cael Mulcahy to develop a 15-year equipment maintenance and replacement plan based on the evaluation of the paramedic program for the APR.</p> <p>With the establishment of the 15-year equipment maintenance and replacement plan, two adjustments were made to financially support the plan: 1) student fees were reassessed and increased from \$300 to \$550 per student for the program (\$250 increase) and 2) the EHS budget (FRAP) was increased by the Dean's office by \$10,000 to support EHS equipment needs.</p> <p>The replacement plan includes an average cost of \$14,000 annually with annual spending ranging from \$4,705 to \$38,269 requiring multiyear savings. EHS Chair will meet with other department chairs that manage expensive equipment and disposables budgets and work with the Dean's office to plan for managing the EHS budget for multiyear savings and inconsistent annual spending. The EHS Chair will also meet with the Office of Institutional Advancement (OIA) to identify potential funders to support equipment needs by Summer/Fall 2022. In February 2022, Anne Arundel Community College made a large equipment donation. This will support the department while establishing a multi-year savings plan. In progress, multiyear savings planning: Summer/Fall 2022</p>

Year Three Review Action Plan - Emergency Health Services

<p>3. Budgetary planning: develop multi-year budget plan to identify and address needs (see also above). Plan for infrastructure and capital equipment costs. Perform budget analysis of the Paramedic, Management and Graduate Program. Form budget for educational tracks in the department. Work with Dean's and Provost's Offices to address planned needs. <i>Timeline: Fall 2017</i></p>	X	X	X	<p>A 15-year equipment replacement plan was developed in Fall 2019 with support from the Dean's office. See 2b.</p> <p>The EHS Chair has begun a budget analysis to learn about revenue streams and spending through reviewing REX reports from the past several years, meeting with Eva in the Dean's office, and meeting with the Office of Summer and Winter Programs. It will take a full budget cycle to more fully understand budget flows, expected to be complete by end of Summer 2022.</p> <p>The EHS Chair will meet with other departments managing similar costs and budget challenges (expensive equipment and disposables budgets, multiyear savings needs, and small departments), work on setting up budget structure to plan for multiyear savings for large equipment purchases, and work on developing program specific budgets in Summer 2022.</p> <p>Timeline: Summer 2022</p>
<p>4. Student Recruitment: Consider restructuring undergraduate track curricula (especially the management track) to enhance recruitment. Analyze management and paramedic track curricula in regards to appropriateness of practicing paramedics. Provide recommendations for management track curriculum changes including online classroom format, as well as recommendations for paramedic track curriculum changes. Discuss Academic Common Market (ACM) with Beth Wells in the Provost's Office. <i>Timeline: Spring 2018</i></p>	X			<p>EHS completed a strategic planning process and identified curriculum review and enhancement as the top priority with the goal of updating curriculum to changes in the profession and society and improving alignment of programs from undergraduate through doctoral levels.</p> <p><u>New Leadership Track:</u> A new track designed for working paramedics with a 2-year degree to complete their Bachelor's degree is being prepared for submission to MHEC in 2022-23.</p> <p><u>Paramedic Program:</u> The paramedic curriculum currently follows the National EMS Educational Standards published in 2009 and complies with the National Registry of EMTs. Internal quality assessment and improvement processes identified two areas of insufficient knowledge: patient assessment and pharmacology. Previously these were two distinct courses but were combined before the current Program Director started. We are considering separating these courses again however this will impact the curriculum, credit hours, and faculty workload. We have only two faculty that teach clinical courses, so this would create further overload challenges.</p> <p><u>Management Track:</u> Evaluation of management track will begin in Summer 2022 with the goal of aligning this track with our graduate offering to increase department efficiency.</p> <p><u>Interdisciplinary/Interprofessional Collaborations:</u> The EHS Chair and Graduate Program Director met with the SAPH Chair and Public Health Program Director in Fall 2021 to discuss pathways from undergraduate public health into the EHS Graduate program track in Epidemiology and Preventive Medicine and other opportunities for collaboration.</p> <p><u>Academic Common Market:</u> The paramedic program participates in the Academic Common Market. EHS Program Directors will meet with Beth Wells about the other tracks/programs in Summer & Fall 2022.</p> <p>In progress, continuing: Spring/Summer/Fall 2022</p>
<p>5. PACE: given market assessment of need for online curricula delivery, work to develop (1) a learning management system, (2) an online payment system and (3) an online module development system. (2) investigate the university options for an online payment option for courses</p>	X			<p>PACE met with Financial Services regarding online payment options. At the initial meeting, PACE could not afford the ticketing system used on campus for online payments. More recently, the EHS Chair learned that the IXL office, established since that initial meeting, might have a system for offering courses and taking payments that PACE may be able to benefit from. The PACE Director and EHS Chair will meet with IXL to evaluate if new systems can support PACE non-credit offerings in Summer 2022.</p> <p>Timeline: Summer 2022</p>

Year Three Review Action Plan - Emergency Health Services

<p>5. PACE: given market assessment of need for online curricula delivery, work to develop (1) a learning management system, (2) an online payment system and (3) an online module development system. (3) Explore potential partnerships between EHS and Media and Communication Studies and/or Instructional Systems Development (ISD) for the development of online modules. ISD, currently housed in the Education Department, specializes in professional training; this might fit well with its expertise. Meet with Jack Sues to discuss new ticketing system for online payments. Meet with Training Centers and Alumni Association to discuss how they handle online payments. <i>Timeline: Spring 2018</i></p>	X			<p>The EHS Chair will meet with the PACE Director in Spring 2022 to review the APR documents and recommendations related to this action item. The PACE Director will make plan for completing this action item in Summer 2022. Timeline: Summer 2022</p>
<p>6. Assess current undergraduate and graduate tracks regarding market curriculum needs. Perform market analysis of undergraduate and graduate program tracks. Work with Division of Professional Studies on marketing analysis. <i>Timeline: Spring 2018</i></p>	X			<p>Clay and Wilson requested a market analysis for an MPS program and all current undergraduate and graduate programs in EHS in January 2022. The first phase of market analysis is completed. Phase 2 is in progress Summer 2022. In progress and continuing: Spring/Summer 2022</p>
<p>8. Continuing improvement of the student learning outcome assessment. Evaluation of previous learning outcome assessments with the most recent plan submitted this academic year. Obtain feedback from Dean's office regarding most recent version of assessment plan. Obtain feedback and suggestions for improvement from the Faculty Development Center. <i>Timeline: Spring 2018</i></p>	X			<p>In Fall 2021, Clay met with John Stolle-McAllister about assessment planning process. Decided with input from Stolle-McAllister that given the number of new faculty and program directors over the past couple of years, we would take the academic year 2021-22 to create a plan for meaningful assessment for all EHS programs. Timeline: Summer 2022</p>