

Justice Institute of British Columbia
COURSE OUTLINE

Course Code:	FOCP134
Course Title:	Planning & Evaluation I
Prerequisite Courses:	None
School:	School of Public Safety & Security
Division/Academy/Centre:	Fire & Safety Division
Previous Course Code & Title:	N/A
Course First Offered:	Fall 2011

# of Credits:	2.0
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Course Description:

This course introduces learners to the planning process and strategies for the effective evaluation and maintenance of plans created. Students will learn about different types of planning related to the successful functioning of Emergency Services, with a focus on operational plans such as emergency management and fire protection plans.

Course Goal(s):

Learners will be able to apply a recommended process for the development of emergency management and fire protection plans.

Learning Outcomes:

Upon successful completion of this course, the learner will be able to:

1. Apply the plan development process to the analysis of emergency management and fire protection plans.
2. Identify stakeholders and appropriate participants in the plan development process.
3. Identify sources for planning input and methods of data collection.
4. Describe the process for creating, validating, evaluating and maintaining emergency management and fire protection plans.
5. Develop a plan to address a fire & life safety issue.
6. Evaluate a fire service program to determine effectiveness.

Course Topics/Content:

- Benefits of Planning
- Types of Plans
- The Planning Process
- Engaging Stakeholders
- Key Elements of Successful Plans
- Evaluation and Continuous Improvement and Maintenance

Text and Resource Materials:

Required:

There is no required textbook for this course.

Course Level:

	First Year		Second Year		Third Year		Fourth Year
	Graduate	X	Other (describe): This is part of the Fire Officer III Certificate.				

Equivalent Course(s) within the JIBC:

None

Class Delivery Methods:

Delivery Methods	Class Option A (Hours)	Class Option B (Hours)	Class Option C (Hours)	Class Option D (Hours)
Classroom/Lecture/Discussion				
Simulation/Lab				
Practicum/Fieldwork				
Online		21		
Correspondence				
Total Class Hours		21		

Comments on Delivery Methods:

This course is currently offered online only.

Course Grading System:

Letter Grades	x	Percentage	Pass/Fail
Complete/Incomplete		Attendance Only	

Passing Grade:	60%
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Evaluation Activities and Weighting:

Final Exam	%	Assignments	80%	Project	%	Capstone Project	%
Midterm Exam	%	Portfolio	%	Participation	%	Other	%
Quizzes/Test	%	Simulations	%	Discussions	20%	TOTAL	100%

Comments on Evaluation Activities and Weighting:

This course is one of six required courses in the Fire Officer III Certificate Program and meets International Fire Service Accreditation Congress (IFSAC) and National Board on Fire Service Professional Qualifications (ProBoard) criteria for accreditation.

Students are evaluated to NFPA1021 Standard for Fire Officer Professional Qualifications through a variety of written assignments and discussions directly related to planning and evaluation within a Fire Department.

Students must receive 60% on each evaluation component to successfully complete the course. Students who are unsuccessful in their first attempt in an examination will be allowed one re-write. If successful in the re-write, the candidate will achieve certification, but will only be awarded the passing grade for the course. If the student is unsuccessful in their second attempt, he/she will not be permitted to re-take the examination until he/she has taken the course again.

Other Course Guidelines, Procedures and Comments:

Click on following link, then go to documents.

[Fire & Safety Division Accreditation Policies and Operational Guidelines](#)

View official versions of related JIBC academic regulations and student policies in the *JIBC Calendar* on the following pages of the JIBC website:

Academic Regulations:

<http://www.jibc.ca/programs-courses/jibc-calendar/academic-regulations>

Student Academic Integrity Policy
Academic Progression Policy
Admissions Policy
Academic Appeals Policy
Evaluation Policy
Grading Policy

Student Policies:

<http://www.jibc.ca/programs-courses/jibc-calendar/student-policies>

Access Policy
Harassment Policy – Students
Student Records Policy
Student Code of Conduct Policy

JIBC Core Competencies

The JIBC promotes the development of core and specialized competencies in its programs. Graduates of our programs will demonstrate high levels of competence in the following areas:

Critical thinking

Identify and examine issues and ideas; analyze and evaluate options in a variety of fields with differing assumptions, contents and methods.

Communication, oral and written

Demonstrate effective communication skills by selecting the appropriate style, language and form of communication suitable for different audiences and mediums.

Problem solving

State problems clearly; effectively and efficiently evaluate alternative solutions; choose solutions that maximize positive and minimize negative outcomes.

Interpersonal relations

Know and manage oneself; recognize and acknowledge the needs and emotions of others including those with diverse backgrounds and capabilities.

Leadership

Inspire individuals and teams to reach their potential by embracing innovation through strategic thinking and shared responsibility.

Independent learning

Show initiative by acting independently in choosing effective, efficient and appropriate applied learning, research and problem solving strategies.

Inter-professional teamwork

Understand and work productively within and between groups, respect others' perspectives and provide constructive feedback with special attention to inter-professional relationships.

Information literacy

Recognize and analyze the extent and nature of an information need; efficiently locate and retrieve information; evaluate it and its sources critically, and use information effectively and ethically.