

**Date of Board Meeting:** February 18, 2025

**Subject:** Two New 12-Month Paramedic Instructors (Emergency Medical Services Department)

**Recommendation:** Approve New Positions, Effective Immediately

**Background and Rationale:** The WCJC EMS Department has a strong reputation in our service area for graduating highly competent Paramedics and Advanced EMS personnel. To continue to maintain quality instruction, produce desirable graduates, and meet workforce demand, the program must create two new full-time instructor positions. WCJC is ready to accept the second cohort of students in the Houston Fire Department fast-track program. The agreement between HFD and WCJC that outlines individual student cost for each cohort of 50 students includes the expense of a full-time instructor. The cost of the second instructor position should be covered through enrollment growth by meeting the workforce demands of area emergency services (Katy, Sugar Land and Missouri City Fire Departments).

The six full-time instructors in the EMS Department already teach a full load of classes/clinicals and perform additional duties such as establishing affiliation agreements for clinical sites, coordinating student clinical schedules, maintaining licensing/accrediting documentation, and coordinating simulation lab experiences. Classes are offered on the Wharton and Richmond Campuses as well as via dual credit, scheduled day and evening, and offered across seven programs (Occupational Skills Awards, level 1 certificates in Advanced EMT and Paramedic, plus the AAS degree). The program currently utilizes 17 part-time instructors and 20 part-time lab assistants, plus coordinates over 30 affiliate sites for clinical and practicum instruction.

To sustain the current quality of education, meet future demand, and prevent burnout of current faculty, it is imperative to hire two new faculty positions in the EMS program. One new position will be funded through the revenue generated in the HFD agreement. The second new position will be temporarily funded by unused salaries from vacated positions; in future years, the salary will be included in the budget. The annual salary range per position will be \$64,736-\$71,403 plus benefits.

**Cost and Budgetary Support:** \$64,736-\$71,403 plus benefits times 2 = \$129,472 - \$142,806 AY25 from unused salaries from vacant positions

**Strategic Priority Alignment:**

<input checked="" type="checkbox"/> Student Success	<input checked="" type="checkbox"/> Community Impact
<input type="checkbox"/> Resource Optimization	<input type="checkbox"/> Institutional Excellence

**Resource Person(s):** Danny Bacot, Dean of Workforce

**Signatures:** Danny Bacot Digitally signed by Danny Bacot  
Date: 2025.02.13 12:57:43 -06'00'

Originator  
Leigh Ann Collins Digitally signed by Leigh Ann Collins  
Date: 2025.02.13 12:59:20 -06'00'

Cabinet-Level Supervisor

**President's Approval:**

*Dee Dee Malleshaw*  
President

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Date

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Date

2-13-25  
Date