



## PRINCETON RESCUE SQUAD EDUCATION DEPARTMENT

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701 Stafford Drive Princeton, WV 24740

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**POLICY:** Education Director Evaluation of Avocational Courses

**Effective Date:** September 1, 2019

**TITLE:** Education Director Evaluation of Avocational Course

**RATIONALE:** To continuously monitor and improve curriculum through solicitation of feedback from relevant constituents.

### **POLICY/PROCEDURE:**

To ensure that the quality of the education meets the expectations of stakeholders, the Education Director will be required to review the efficacy of courses offered at Princeton Rescue Squad through an analysis of data collected from student surveys and/or completion results.

The surveys and/or completion results will be analyzed to identify S.W.O.T's as these courses are submitted for certification release and completed within two weeks of the assigned course date.

The Education Director will identify areas of concern and will address those areas, based on the data collected with the specified instructor responsible for the course's delivery or meet with all faculty to discuss the issues pertinent to the courses and take corrective action based on the discussion with faculty.

All data will be collected and issued to the Advisory Board for final analysis annually to ensure continued validity and sufficient enrollment.

### **RESPONSIBLE PERSONNEL:**

Education Director, and Instructional Faculty