Advisory Committee Fall 2022 Agenda
Police Academy
11:30 am -October 20, 2022- Vernon College Skills Training Center, Multipurpose Room 400

Members present: **Vernon College Faculty/Staff:**

Lauren Allen, Law Office of Lauren Allen   Mike Hopper

Brandon Anderson, First Bank   Bettye Hutchins

Mike Bland, Retired Officer, Community Member   Holly Scheller

James Griffith, Wichita County Sheriff Department   Greg Fowler

Ambur Hale, Texas Department of Criminal Justice   Tracy Catlin

Captain Craig Adkins Texas Department of Criminal Justice Debbie Richard

Sgt. Brett Keith, Wichita Falls Police Department

David Duke, Wichita County Sheriff Department

Bryan Peeler, Wichita County Sheriff Department(in place of William Ruthledge)

Justin Bailey, First Capital Bank

Members not present:

William Rutledge, Wichita County Sheriff Department

Dr. Ben Atkins, Midwestern State University

Mike Hopper welcomed the committee and thanked them for their service.
Bettye Hutchins covered the purpose of the committee and thanked everyone for their time.
Bettye Hutchins opened the floor for volunteers for the vice-chair, and recorder

<div align="center">

Chair – Mike Bland (filled in for Donald Miller)
Vice-Chair – William Rutledge
Recorder – Ambur Hale

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Mike Bland began the meeting with old business. Hearing none, he moved on to new business

New Business ....Mike Bland

❖ <u>**Review program outcomes, assessment methods/results, and workplace competency**</u>

Mike Bland asked the faculty member, Mike Hopper, to review the program outcomes with the committee.
Mike Hopper reviewed the information below.

Program outcomes

1. Assist students in the further development of basic skills in reading, writing, and oral communication in the classroom environment.
2. Provide students who are interested in the criminal justice field with information pertaining to career opportunities.
3. Provide students with the knowledge and skills to become peace officers.
4. To prepare students to successfully pass the appropriate state licensing requirements required by the Texas Commission on Law Enforcement.
5. Provide the students with the necessary knowledge to be competent in fields of employment related to law enforcement and/or criminal justice.

6. Provide training to upgrade the skills and knowledge of personnel currently active in the law enforcement field.

❖ Approve program outcomes

Mike Bland asked the committee for a motion to approve the program outcomes as presented since there was no discussion by the committee to change them.
Justin Bailey made a motion to approve the program outcomes as presented.
James Griffith seconded the motion.
The motion passed and the committee approved the program outcomes as presented.

❖ Approve assessment methods and results

Mike Bland asked the faculty member, Mike Hopper, to review the assessment methods and results.

Cadets are tested over learning objectives in the Texas Commission of Law Enforcement (TCOLE) instructor resource guide (IRG). They must score 75% or better on each test in the learning objectives and an 85% on their final exam.

The committee agreed with the assessment methods. Mike Bland asked the committee for a motion to approve the assessment methods and results as presented.
Brett Keith made a motion to approve the assessment methods and results as presented.
David Duke seconded the motion.

The motion passed and the committee approved the assessment methods and results

❖ Approval of workplace competency (course or exam)

Mike Bland asked the faculty member, Mike Hopper, to tell the committee more about the competency and how the students have performed on the competency.

Texas Commission on Law Enforcement Licencing test

	Number of students who took the course or licensure exam	Results per student	Use of results
TCOLE	22	1 student @ 84 1 student @81 5 student @ 80 4 students @ 78 1 students @ 77 1 student @ 76 1 student @ 75 2 students @ 74 1 students @ 73 2 student @ 71 1 students @ 68	Employment: pass rate was 87%. 18 cadets have accepted employment

		1 students @ 66 1 student @ 64 retest 1 students @ 72 1 students @ 70	

Mike Bland asked the committee for a motion to approve the workplace competency as presented since there wasn't any discussion by the committee.
Brandon Anderson made a motion to approve the workplace competency as presented.
Craig Adkins seconded the motion.

The motion passed and the committee approved the workplace competency as presented.

❖ **Program Specific Accreditation Information and Requirements (if applicable)**

Vernon College Law Enforcement Academy is regulated by TCOLE. TCOLE has a Comprehensive Academy Program Evaluation every 18 months to 36 months. Our last inspection was on 24 May 2019. Our Academy License is good thru 31 March 2026.

❖ **Review program curriculum/courses/degree plans**

Mike Bland asked the faculty member, Mike Hopper, to discuss the program's curriculum and degree plans for 2023-2024. Mike Hopper reviewed the following information.

Basic Law Enforcement Academy, Certificate of Achievement

Continuing Education
CIP 43.0107

Instructional Location - Skills Training Center

Probable Completion Time - 9 months

Requirements

CJLE 1006	Basic Peace Officer I	176 Class Hours
CJLE 1012	Basic Peace Officer II	176 Class Hours
CJLE 1018	Basic Peace Officer III	176 Class Hours
CJLE 1024	Basic Peace Officer IV	168 Class Hours
CJLE 1029	Basic Peace Officer V	48 Class Hours
LEAD 1100	Workforce Development with Critical Thinking	32 Class Hours
	Total Credit Hours:	**776**

Course descriptions and learning outcomes provided as a separate document.

❖ **Approve program revisions (if applicable)**

As of July 1st, 2022, in accordance with Commission regulations, the Basic Peace Officer Course shall consist of a minimum of 720 classroom hours instead of 696 hours and VC is at 776 hours for the academy so we are meeting those requirements.

The committee went into heavy discussion about the new LEAD 1100 Workforce Development with Critical Thinking class that had been added. Some thought it was unnecessary others thought it was necessary. The committee decided to table this discussion for the Spring meeting. William Rutledge asked the committee for a motion to approve the program revisions with the LEAD class tabled until the Spring meeting.
James Griffith made a motion to approve the program revisions as updated.
Ambur Hale seconded the motion.

The motion passed and the committee approved the program revisions with the LEAD class tabled until the Spring meeting.

❖ **Approve 2022-2023 SCANS, General Education, Program Outcomes, and Institutional Outcome Matrices.**

Mike Bland asked the faculty member, Mike Hopper, to please discuss the matrices with the committee.

SCANS Matrix: The SCANS (Secretary's Commission on Achieving Necessary Skills) Matrix represents the 8 Federal requirements that must be taught. The matrix shows how we are mapping them back to each of the courses in the program.

Program: Basic Law Enforcement Academy									
Award: Basic Peace Officer Certificate								Credential: Basic Peace Officer Certification	
Cip: 43.0107									
LIST OF ALL COURSES REQUIRED AND IDENTIFIED COMPETENCIES									

SCANS COMPETENCIES								Course Number	Course Title
1	2	3	4	5	6	7	8		
X	X		X	X	X	X	X	CJLE 1006	Basic Peace Officer I
X	X	X	X	X	X	X	X	CJLE 1012	Basic Peace Officer II
X	X	X	X	X	X	X	X	CJLE 1018	Basic Peace Officer III
X	X		X	X	X	X	X	CJLE 1024	Basic Peace Officer IV
X	X		X	X	X	X	X	CJLE 1029	Basic Peace Officer V

8. BASIC USE OF COMPUTERS

7. WORKPLACE COMPETENCIES

6. PERSONAL QUALITIES

5. THINKING SKILLS

4. SPEAKING AND LISTENING

3. ARITHMETIC OR MATHEMATICS

2. WRITING

1. READING

General Education Matrix: The General Education Matrix is state-mandated. You will see the 6 requirements that the college is tasked with teaching and how they map back to the courses

Program: Basic Law Enforcement Academy							Credential: Basic Peace Officer Certification
Award: Basic Peace Officer Certificate							
Cip: 43.0107							
LIST OF ALL COURSES REQUIRED AND IDENTIFIED CORE OBJECTIVES							
GENERAL EDUCATION CORE OBJECTIVES						Course Number	Course Title
1	2	3	4	5	6		
X	X	X	X	X	X	CJLE 1006	Basic Peace Officer I
X	X	X	X	X	X	CJLE 1012	Basic Peace Officer II
X	X	X	X	X	X	CJLE 1018	Basic Peace Officer III
X	X	X	X	X	X	CJLE 1024	Basic Peace Officer IV
X	X	X	X	X	X	CJLE 1029	Basic Peace Officer V

6. Personal Responsibility

5. Social Responsibility

4. Teamwork

3. Empirical and Quantitative Skills

2. Communication Skills

1. Critical Thinking Skills

Program Outcomes Matrix: The Outcomes Matrix represents the Vernon College mandated requirements. They are the Program outcomes just approved and how they map back to the courses.

Program: Basic Law Enforcement Academy							Credential: Basic Peace Officer Certification
Award: Basic Peace Officer Certification							
Cip: 43.0107							
LIST OF ALL COURSES REQUIRED AND OUTCOMES							
OUTCOMES						Course Number	Course Title
1	2	3	4	5	6		
X	X	X	X	X	X	CJLE 1006	Basic Peace Officer I
X	X	X	X	X	X	CJLE 1012	Basic Peace Officer II
X	X	X	X	X	X	CJLE 1018	Basic Peace Officer III
x	X	X	X	X	X	CJLE 1024	Basic Peace Officer IV
X	X	X	X	X	X	CJLE1029	Basic Peace Officer V

6. Provide training to upgrade the skills and knowledge of personnel currently active in the law enforcement field.

5. Provide the students with the necessary knowledge to be competent in fields of employment related to law enforcement and/or criminal justice.

4. To prepare students to successfully pass the appropriate state licensing requirements required by the Texas Commission on Law Enforcement

3. Provide students with the knowledge and skills to become peace officers.

2. Provide students who are interested in the criminal justice field with information pertaining to career opportunities.

1. Assist students in the further development of basic skills in reading, writing, and oral communication in the classroom environment.

Institutional Outcomes Matrix: The Institutional Outcomes Matrix represents the Vernon College mandated requirements. This matrix represents how the program outcomes map back to the institutional outcomes/general education outcomes.

Program: Basic Law Enforcement Academy						Credential: Basic Peace Officer Certification
Award: Basic Peace Officer Certification						
Cip: 43.0107						
LIST OF ALL COURSES REQUIRED AND OUTCOMES						
OUTCOMES						General Education Outcomes
1	2	3	4	5	6	
X	X	X	X	X	X	1. Critical Thinking Skills
X	X	X	X	X	X	2. Communication Skills
X	X	X	X	X	X	3. Empirical and Quantitative Skills
X	X	X	X	X	X	4. Teamwork
X	X	X	X	X	X	5. Social Responsibility
X	X	X	X	X	X	6. Personal Responsibility

6. Provide training to upgrade the skills and knowledge of personnel currently active in the law enforcement field.

5. Provide the students with the necessary knowledge to be competent in fields of employment related to law enforcement and/or criminal justice.

4. To prepare students to successfully pass the appropriate state licensing requirements required by the Texas Commission on Law Enforcement

3. Provide students with the knowledge and skills to become peace officers.

2. Provide students who are interested in the criminal justice field with information pertaining to career opportunities.

1. Assist students in the further development of basic skills in reading, writing, and oral communication in the classroom environment.

Mike Bland opened the floor for discussion. Hearing none, Mike proceeded with the motion to approve all matrices as presented.
Brandon Anderson made a motion to approve the matrices as presented
James Griffith seconded the motion.

The motion passed and the committee approved the matrices as presented.

❖ **Program statistics: Graduates (from previous year/semester), current majors, current enrollment**
   ▪ Program Statistics:
      • Graduates 2021-2022: 22

- Enrollment Summer 2022: 0
- Majors Fall 2022-2023: 0
- Enrollment Fall 2022: 26

Local Demand

Mike Hopper stated that 98% of his graduates have been hired. There is a large demand for officers all around the area. He said that he gets calls on a weekly basis looking for a cadet to hire. Just last week Iowa Park, and Burkburnett called wanting graduates.

David Duke stated that Wichita Falls Police Department has 3 openings for Patrol Officers. Burkburnett also has openings for officers.

Bryan Peeler said they have over 20 openings for Jailers.

Captain Craig Adkins stated that the Texas Department of Criminal Justice is always looking to hire and in need of personnel, at this time they are "triple Digits" short.

❖ Evaluation of facilities, equipment, and technology. Recommendation for the acquisition of new equipment and technology.

William Rutledge stated that if the committee has not seen the lab facilities Mike Hopper will be happy to show them the lab facilities after the meeting.
Mike Hopper reviewed the equipment listed below that was purchased this year.

4 - Riot Shields
1 - TI Training Virtual Training Simulator (part 2) CJ Grant
New kickpads and some Rubber AR Riffles and Rubber Shotguns through a grant

Mike Bland opened the floor for discussion. The committee discussed that there is a need for a Taser Training aid. Mike Bland offered to write a grant to cover the cost of the Taser Training aid.

❖ External learning experiences, employment, and placement opportunities

Faculty: "Vernon College offers a job board on the website. Businesses can contact Chelsey Henry, Coordinator of Career Services, chenry@vernoncollege.edu, to add jobs or you can post yourself. VC also subscribes to a service called GradCast. Within this program, over 600,000 business and industry contacts are available to the graduates to send up to 100 free resumes within a set zip code. If you would like to have your business as part of that database, please contact Bettye Hutchins at bhutchins@vernoncollege.edu ."

Placement Rate of Program Completers by Reporting Year [1]											
	2018 - 2019			2019 -2020			2020 -2021			3-Year Average		
Program	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%	Plc	Cmp	%
43010000-Criminal Justice and Corrections	24	24	100%	15	14	93.33%	15	13	86.66%	54	51	93.33%

Mike Bland opened the floor for discussion. Hearing none, he moved forward.

❖ **Professional development of faculty and recommendations**

Mike Bland asked the committee to take time and review the professional development opportunities the faculty have attended or will attend.
    Mike Hopper reviewed the information listed below.

3106 Conference	22 Hours	TJA
2831 IDD Training for Jailers	4 Hours	MyTCOLE
2095 Use of Force Simulator	15 Hours	Vernon College LEA
2177 S.F.S.T. Instructor Update	4 hours	Vernon College LEA
470 Informed Response – Sexual Assault/Violence	8 hours	MyTCOLE
200 Advisory Board Meetings	1 Hour	Wichita Falls Police Academy
2055 Firearms	4 Hours	Wichita County Sheriff's
3187 87th Session State and Federal Law Update	4 Hours	Vernon College LEA 87th
Unit Hours	62 Hours	

Texas Administrators of Continuing Education Conference

Mike Bland asked the committee if there was any discussion or recommendations for professional development for the staff. Hearing no discussion, he continued on.

❖ **Promotion and publicity (recruiting) about the program to the community and business and industry**

Mike Bland asked the committee to review the promotion and publicity opportunities that those leading the program have attended.

    Mike Hopper reviewed the information below ....
    Santa Rosa Rodeo Parade
    High School Tours
    CTE Navigator
    Facebook program video

Mike Bland asked if there were any recommendations for additional publicity, there were no recommendations for additional publicity

❖ **Serving students from special populations:**

Mike Bland asked the committee to please note the federal definitions of special populations below. Mike asked the faculty member, Mike Hopper, to discuss the services below for students who qualify. Mike asked Bettye Hutchins if she would please discuss the services below for students who qualify.

Vernon College is an open-enrollment college. The Proactive Assistance for Student Services (PASS) department offers many services for documented disabilities such as but not limited to quiet testing, longer testing times, interpreters, and special equipment.

Vernon College has a program titled "New Beginnings" for students who qualify to receive transportation, childcare, and/or textbook loans. Perkins funding is also offering assistance to break down barriers such as uniform, supply, and equipment costs.
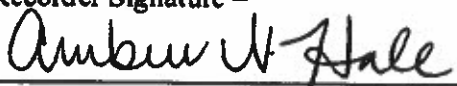
Peer to Peer mentoring, tutoring (online and in-person), resume building, student success series, and counseling are just a few of the other options/services available to students.

1. Special population's new definitions:
   a. Individuals with disabilities;
   b. Individuals from economically disadvantaged families, including low-income youth and adults;
   c. Individuals preparing for nontraditional fields; Insert male/female ratio
      i. **2022 – 2023; 3 Females 23 Males**
      ii. **2021 – 2022; 5 Females 17 Males**
   d. Single parents, including single pregnant women;
   e. Out-of-workforce individuals;
   f. English learners;
   g. Homeless individuals described in section 725 of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a);
   h. Youth who are in, or have aged out of, the foster care system; and
   i. Youth with a parent who—
      i. is a member of the armed forces (as such term is defined in section 101(a)(4) of title 10, United States Code);
      ii. is on active duty (as such term is defined in section 101(d)(1) of such title).

Mike Bland asked the committee if there was any further discussion.
Hearing none, he adjourned the meeting at 12:55 pm

Recorder Signature – Amber W Hale	Date 11/17/2022	Next Meeting: Fall 2022