

Advisory Committee Meeting Minutes
Law Enforcement Academy/ Protective Services

CHAIRPERSON: Allan Lynn		
MEETING DATE: 03/08/2012	MEETING TIME: 12:00 pm	MEETING PLACE: STC room 400
RECORDER: Norma Adkins		PREVIOUS MEETING: 09/29/11

MEMBERS PRESENT:

OTHERS PRESENT:

Name, Title, Company	Name, Title, Company	Name, Title, Company
Allan Lynn, Lt Wichita County Sheriff's Office	David Duke, Sheriff Wichita County Sheriff's Office	Tony Fidele, Attorney PerdueBrandonFielderCollins&Mot t LLP
Greg Fowler, Division Chair	Shana Munson Associate Dean of Career and Technical Education	Eddie Haisten, Sgt Wichita Falls Police Department
Mike Hopper, Coordinator of Protective Services	Carl Lily, Lt. Wichita Falls Police Department	Justin Bailey, VP State National Bank
Norma Adkins, Training TDCJ		
MEMBERS ABSENT:		
Dr Nathan Moran MSU	Sharon Winn, Assistant to the Dean of Instructional Services	Dan Williams, Chief MSU Police Chief
Lewis Templeton, Judge J/P Wilbarger	Mike Hagy, Director Nortex Regional Planning Comm	Ernie Cooke, Capt. Texas Dept. Of Criminal Justice

AGENDA (NOTE: Delete items not covered in this meeting)


Agenda Item	Action, Discussion, or Information	Responsibility
Election of Chair and Recorder	Action	Program Coordinator
Approval of Minutes from the Last Meeting	Action	Chair
Old Business:	Discussion	Chair
Insert rows as needed		
Continuing Business:	Discussion	Chair
Insert rows as needed		
New Business:		Chair
Program statistics: Graduates, majors, enrollment	Information	
Workplace competencies	Discussion/Action if needed	
Evaluation of facilities, equipment, and technology	Discussion	

Advice on selection and acquisition of new equipment and technology	Discussion	
External learning experiences, employment, and placement opportunities	Discussion	
Promotion and publicity about the program to the community and to business and industry	Discussion/Information	
Professional development of faculty	Discussion/Information	
Needs of students from special populations	Discussion/Information	
Curriculum Decisions:		
Review goals and objectives	Action	
Program revisions, curriculum/course review	Action	
Other:		

MINUTES (NOTE: Delete items not covered in this meeting)

Key Points	Summary of Action, Discussion, Information/Responsibility and Plans for Follow-up and Reporting
Purpose of Advisory Committee	Shana Munson explained that the Advisory Committee is set up for each of the workforce programs to guarantee we are producing graduates that we need in the workforce. Any advise on Curriculum and Equipment needed, as well as what we are doing right or things we need to work on is why every committee member is here today.
Election of Chair and Recorder	Chairman: Lt. Allan Lynn Recorder: Officer Norma Adkins
Approval of minutes	Motion by Lt. Allan Lynn, second Mike Hopper, to approve the minutes from the last meeting. Minutes approved.
Old Business:	<ul style="list-style-type: none"> * The Police Academy graduated last year had a 100% pass rate with 90% on the State Test. * Squad Car – still trying to work something out on a new squad car, last year we had to cut it due to funds. * Jail School on line- As of January 1st they changed the Curriculum. It was up and running and getting ready for testing when the changes came about, eighty-two changes were done, resulting in us having to update the Curriculum. We are having two instructors helping to do narrations for the power points once that it done it should be up and ready. Only concerns are while attending a TCLOSE Committee Meeting: Teague who is the first to start this Online Class have had a 68% pass rate. So if TCLOSE does not grant them a 3 year conditional license their current license is going to be suspended. I'm trying to ensure we get the 3 year deal before we put the Curriculum up and live. Due to a lot of small outside agencies wanting to take advantage of this course, and with Teague having grants for this course and scoring so low, I'm leery that our license could possibly be suspended.
New Business	*New Police Academy has 21 cadets enrolled and is due to start up on February 6., with plans to graduation on October 4 th . Most of the cadets

	<p>are from our area with 4 coming from our counties.</p> <p>* We are working on starting another academy in the "school year" in September 2012.</p> <p>* Committee reviewed all classes taught from the beginning of Sept. 2011 and our class numbers are up considerably from last year.</p> <p>* After attending a Basic Peace Officers Committee Meeting this year Hooper discussed that they had finished the Curriculum on the Basic Peace Officers Course and were called back to revise the course to include four Intermediate Courses and putting them into the Basic Police Academy Course. The next meeting will consist of updating the TCLOSE test, which should be completed in September.</p>
Program statistics: Graduates, majors, enrollment	Police Academy enrolled 21 cadets, 4 from the surrounding area and most from our area.
Review goals and objectives	Jail School Online was updated with 82 changes; it should be in place for use as soon as the narrations for the power points are complete.
Evaluation of facilities, equipment, and technology	Still in need of a Squad Car for Police Academy.
Advice on selection and acquisition of new equipment and technology	
External learning experiences, employment, and placement opportunities	Police Academy has 21 cadets enrolled and is due to start up on February 6, 2012 with plans to graduate them in October 4, 2012.
Promotion and publicity about the program to the community and to business and industry	
Professional development of faculty	Basic Police Academy Course to Update the New TCLOSE test in the near future.
Curriculum Decisions:	
Program revisions, curriculum/course review	
Other:	

RECORDER SIGNATURE: 	DATE: 4-23-2012	NEXT MEETING:
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