

Advisory Committee Fall 2024 Minutes

Police Academy

September 25, 2024 11:45am - Vernon College Skills Training Center

Multipurpose Room 400

Members Present

Justin Bailey
Joshua Capps
Bryan Peeler for James Griffith
Ambur Hale
Brett Keith
Lillian Lafaele
Lauren Allen
Brandon Anderson
Mike Bland
William Rutledge
Ben Atkins
Tom Ostovich

Vernon College Faculty/Staff

Bettye Hutchins
Mike Hopper
Andrea Sanchez
Zachary Nguyen-Moore

Welcome and IntroductionsMike Hopper

Mike Hopper welcomed the committee and invited those present to introduce themselves.

Purpose of Advisory CommitteeBettye Hutchins

Bettye Hutchins explained the purpose and importance of advisory committees and the role they play at Vernon College.

Election of Vice Chair and RecorderBettye Hutchins

Bettye Hutchins asked for volunteers or nominations for the roles of Vice-Chair and Recorder.

Volunteer for Vice Chair – Lillian Lafaele

Volunteer for Recorder – Ambur Hale

Chair..... William Rutledge

Old Business/Continuing BusinessWilliam Rutledge

William Rutledge asked the faculty if there was any old business to discuss. Mike Hopper reviewed the program's need for a new vehicle and a variety of related information, quotes, and possible funding options. William then moved on to new business.

1. **Advisory Board recommended funding a Ford PV. We are still looking for funding.**

New BusinessWilliam Rutledge

A. Review program outcomes

William Rutledge asked the faculty to review the following program outcomes and the following matrix.

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.

Program Outcomes mapped to 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.								

A. Approve program outcomes

After review, William asked for any suggestions. With no discussion, William asked for a motion to approve the program outcomes as presented.

Lillian Lafaele made a motion to approve.

Mike Bland seconded the motion.

The motion passed and the committee approved the program outcomes as presented.

William then moved on to assessment methods and results.

B. Assessment methods and results

William Rutledge asked the faculty 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.

1. Approve assessment methods and results

After review, William asked for any suggestions. With no discussion, William asked for a motion to approve the assessment methods as presented.

Tom Ostovich made a motion to approve.

Joshua Capps seconded the motion.

The motion passed and the committee approved the assessment methods as presented.

William then moved on to workplace competency.

C. Workplace competency (course or exam)

William Rutledge asked the faculty to review the workplace competency.

Texas Commission on Law Enforcement Licensing test

	Number of students who took the course or licensure exam	Results per student	Use of results
TCOLE	17	1 student @ 83 1 students @ 80 1 student @ 79 2 students @ 77 1 student @ 76 1 student @ 75 2 students @ 74 3 students @ 73 4 student @72 1 student @ 70 No retest	Employment: pass rate was 100%. 15 cadets have accepted employment

1. Approval of workplace competency

After review, William asked for any suggestions. With no discussion, William asked for a motion to approve the workplace competency as presented.

Mike Bland made a motion to approve.

Ben Atkins seconded the motion.

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

William then moved on to program specific accreditation.

D. Program Specific Accreditation Information and Requirements (if applicable)

William Rutledge asked the faculty to review program specific accreditation. Mike Hopper explained that he was in the process of renewing accreditation for 25-26.

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.

After review, William asked for any additional discussion and with none to be had, moved on to program curriculum, courses, and degree plans.

E. Review program curriculum/courses/degree plans

William Rutledge asked the faculty to review the following updates to curriculum/courses/degree plans. Mike Hopper reviewed the following curriculum.

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	176 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.

1. Approve program revisions (if applicable, if no revisions skip)

After review, William Rutledge asked for any suggestions. With no discussion, William asked for a motion to the program revisions as presented.

Tom Ostovich made a motion to approve.

Lillian Lafaele seconded the motion.

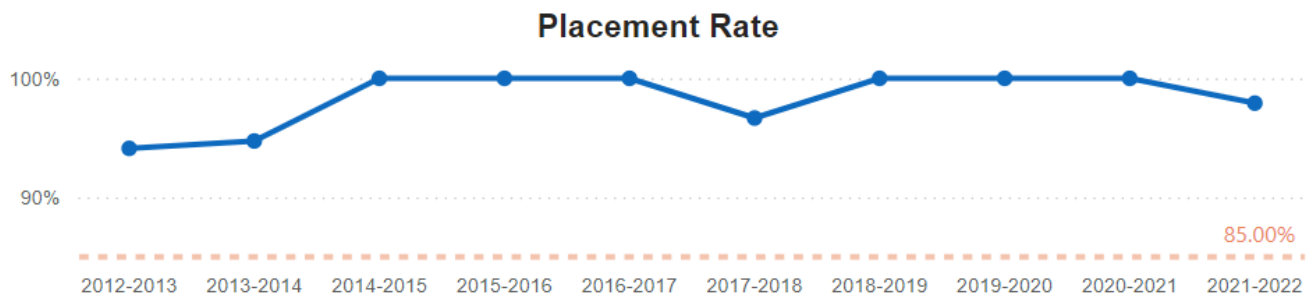
The motion passed and the committee approved the program revisions as presented.

William then moved on to the following statistics.

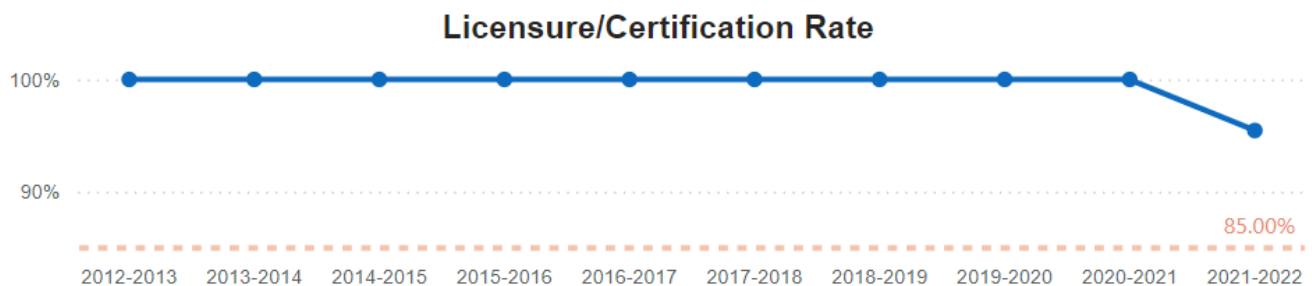
F. Statistics

William Rutledge asked the faculty to review program statistics.

- Program Statistics:
 - Graduates 2021-2022: 23
 - Enrollment Summer 2022: 0
 - Majors Fall 2022-2023: 0
 - Enrollment Fall 2022: 26
 - Graduates 2022-2023 – 23
 - Enrollment Fall 2023 – 19
 - Graduates 2023 – 2024 -17



Licensure/Certification Rate - % of students who successfully passed a licensure/certification examination in a given academic year.



Licensure/Certification Rate 2023-2024 – 100%

After review, William asked if there was any additional discussion to be had and with none, moved on to local demand.

G. Local Demand

William Rutledge invited Bettye Hutchins to review the accuracy of the following information with the committee. Bettye then went on to administer the Comprehensive Local Needs Assessment survey for use in reporting.

Occupation	National Median Wage	State Median Wage	Local Median Wage	Current /Projected Job openings (annual)	Projected Growth (annual)
Police Officer	34.32/hr \$65,894/annual	32.00/hr \$61,440/annual	\$29.26/hr \$56,197/annual	5,424 (state) 44 (local)	1.22% (state) .28% (local)

*Labor Market Outlook (O*NET)

After review, William moved on to the evaluation of equipment, facilities, and technology.

H. Evaluation of facilities, equipment, and technology:

William Rutledge asked the faculty to review the facilities, equipment, and technology.

CPR Mankins
Alco-Sensor FST Handheld Breath test and equipment

After review, William asked for any suggestions and with no further discussion to be had, moved on to professional development.

I. Professional development of faculty and recommendations

William Rutledge asked the faculty to review the following professional development opportunities.

09/01/2023 - 08/31/2025

No. Course	Title Course	Date	CourseHours	Institution Training Mandates
<u>3366</u>	<u>ALERRT Active Attack Incident Mgmt</u>	<u>8/28/2024</u>	<u>4</u>	<u>ALERRT Center</u>
<u>667371</u>	<u>Active Attack Event Leadership</u>	<u>08/27/2024</u>	<u>4</u>	<u>ALERRT Center</u>
<u>3343</u>	<u>Less Lethal Chemical Weapons Training</u>	<u>8/9/2024</u>	<u>32</u>	<u>Vernon College LEA</u>
<u>3940</u>	<u>Community Policing</u>	<u>7/31/2024</u>	<u>1</u>	<u>Lexipol</u>
<u>3940</u>	<u>Community Policing</u>	<u>7/30/2024</u>	<u>2</u>	<u>Lexipol</u>
<u>3106</u>	<u>Conference (General)</u>	<u>7/23/2024</u>	<u>16</u>	<u>Texas Association of Counties</u>

<u>470 Informed Response – Sexual Assault/Violence</u>	<u>7/2/2024</u>	<u>8</u>	<u>MyTCOLE</u>
<u>355 Annual Firearms Qualification 1701.355</u>	<u>4/30/2024</u>	<u>0</u>	<u>Wichita County Sheriff's Office</u>
<u>2177 S.F.S.T. Instructor Update</u>	<u>4/18/2024</u>	<u>4</u>	<u>Vernon College LEA</u>
<u>3345 Less Lethal Impact Weapons Training</u>	<u>11/29/2023</u>	<u>8</u>	<u>Vernon College LEA</u>
<u>3343 Less Lethal Chemical Weapons Training</u>	<u>11/28/2023</u>	<u>8</u>	<u>Vernon College LEA</u>
<u>200 Advisory Board Meetings</u>	<u>11/7/2023</u>	<u>1</u>	<u>Wichita Falls Police Academy</u>
<u>3106 Conference (General)</u>	<u>10/30/2023</u>	<u>24</u>	<u>A.L.E.R.R.T Center</u>
<u>6025 Training Coordinator AnnualConference</u>	<u>10/26/2023</u>	<u>1</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/26/2023</u>	<u>2</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/25/2023</u>	<u>2</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/25/2023</u>	<u>2</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/25/2023</u>	<u>2</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/25/2023</u>	<u>1</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/24/2023</u>	<u>1</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/24/2023</u>	<u>2</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/24/2023</u>	<u>1</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/24/2023</u>	<u>1</u>	<u>TCOLE</u>
<u>3188 88th Session State and Federal Law Update</u>	<u>10/23/2023</u>	<u>3</u>	<u>TCOLE</u>
<u>6025 Training Coordinator Annual Conference</u>	<u>10/23/2023</u>	<u>4</u>	<u>TCOLE</u>
<u>4202 Finding Wellness – Building a healthier Life</u>	<u>09/11/2023</u>	<u>4</u>	<u>MyTCOLE</u>

Unit Hours 138

William asked the committee for any suggestions. With no further discussion had, William moved on to promotion and publicity.

J. Promotion and publicity (recruiting) for the program

William Rutledge asked the faculty to review the following promotion and publicity opportunities.

City Lights Parade WF
Santa Rosa Rodeo Parade
High School Tours
Adult-ing Day Vernon
Facebook program video

After review, William asked if there were any suggestions. With no further discussion had, William moved on to special populations.

❖ Serving students from special populations:

William Rutledge asked the faculty to review updated definitions of special populations and the services available to those who apply.

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. 2023 – 2024; 4 Females, 15 Males
 - ii. 2022 – 2023; 3 Females 23 Males
 - iii. 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).

*William asked if there was any additional discussion or suggestions to be had.
With no further discussion, the meeting was adjourned at 12:40 pm.*

Recorder Signature <i>Ambur N. Hale</i>	Date <i>03/31/2025</i>	Next Meeting: Spring 2025
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