

**Advisory Committee Fall 2025 Minutes**  
**Police Academy**  
**October 30, 2025 11:53am - Vernon College Skills Training Center**  
**Multipurpose Room 400**

**Members Present**

Justin Bailey  
Lillian Lafaele  
Mike Bland  
William Rutledge  
Tom Ostovich  
John Coward  
Walter Vermillion

**Vernon College Faculty/Staff**

Bettye Hutchins  
Mike Hopper  
Andrea Sanchez  
Zachary Nguyen-Moore  
Valerie Whitten

**Members Not Present**

Joshua Capps  
James Griffith  
Lauren Allen  
Brandon Anderson  
Ben Atkins  
Eric Wisch

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

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

Election of Vice Chair and Recorder .....Bettye Hutchins  
*Bettye Hutchins asked for volunteers or nominations for the roles of Vice-Chair and Recorder.*  
*Nominee for Vice Chair – Eric Wisch*  
*Volunteer for Recorder – John Coward*

Chair..... Lillian Lafaele

Old Business/Continuing Business .....Lillian Lafaele  
*Lillian Lafaele 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 Business .....Lillian Lafaele

**A. Review program outcomes**

*Lillian Lafaele asked Mike Hopper to review the following program outcomes.*

**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**

<b>Program: Basic Law Enforcement Academy</b>							<b>Credential: Basic Peace Officer Certification</b>
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, Lillian asked for any suggestions. With no discussion, Lillian asked for a motion to approve the program outcomes as presented.*

*Mike Bland made a motion to approve.*

*William Rutledge 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**

*Lillian Lafaele asked 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.

**1. Approve assessment methods and results**

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

*Walter Vermillion made a motion to approve.*

*Justin Bailey seconded the motion.*

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

*Lillian then moved on to workplace competency.*

**C. Workplace competency (course or exam)**

*Lillian Lafaele asked Mike Hopper to review the workplace 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	30	2 Students @ 86 1 Student @ 85 1 student @ 83 1 student @ 82 3 students @ 81 1 students @ 80 3 students @ 79 1 student @ 78 2 students @ 77 3 students @ 76 3 students @ 75 4 students @ 74 3 students @72	Employment: pass rate was 95%.

		2 students @ 71 No retest	
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1. **Approval of workplace competency**

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

*Tom Ostovich made a motion to approve.*

*John Coward seconded the motion.*

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

*Lillian then moved on to program specific accreditation.*

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

*Lillian Lafaele asked the faculty to review program specific accreditation.*

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. We are currently working on the renewal for our license.

*After review, Lillian 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**

*Lillian Lafaele 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	168 Class Hours
CJLE 1029	Basic Peace Officer V	48 Class Hours
LEAD 1100	Workforce Development with Critical Thinking	32 Class Hours
	<b>Total Credit Hours:</b>	<b>776</b>

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

*After review, Lillian asked for any suggestions. With no changes to the curriculum, courses, or degree plans, no vote was necessary.*

*Lillian then moved on to the following statistics.*

**F. Statistics**

*Lillian Lafaele asked Mike Hopper to review program statistics.*

- Program Statistics:
  - Graduates 2022-2023: 23
  - Enrollment Summer 2022: 0
  - Majors Fall 2022-2023: 0
  - Enrollment Fall 2022: 26
  - Graduates 2023-2024 – 25
  - Enrollment Fall 2024 – 30
  - Graduates 2024 – 2025 -30
  - Basic County Corrections 2022-2023 – 30
    - 2023-2024 - 27
  - TDCJ Pre-Service 2022-2023 – 119
    - 2023-2024 -93

**Licensure/Certification Rate 2023-2024 – 100%**

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

**G. Local Demand**

*Lillian Lafaele 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 (2022-2032)	Projected Growth (2022-2032)
Policeman	\$36.68/hr \$76,290/annual	\$36.71/hr \$76,350/annual	\$33.67/hr \$70,030/annual	5,460 TX.	11% TX

\*Labor Market Outlook ( O\*NET )

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

**H. Evaluation of facilities, equipment, and technology:**

Lillian Lafaele asked Mike Hopper to review the facilities, equipment, and technology.

We have CPR Mankins for CPR training. They also have AED's for training. We also received training on Narcan and each cadet received a two pack of Narcan.

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

**I. Professional development of faculty and recommendations**

Lillian Lafaele asked Mike Hopper to review the following professional development opportunities.

**09/01/2023 - 08/31/2025**

3106	Conference ( General )	1	Sheriff's Association of Texas	07/15/2025
3106	Conference ( General )	2	Sheriff's Association of Texas	07/15/2025
3189	89th Session State and Federal Law Update	3	Sheriff's Association of Texas	07/15/2025
3106	Conference ( General )	1	Sheriff's Association of Texas	07/15/2025

3106	Conference ( General )	2	Sheriff's Association of Texas	07/15/2025
3106	Conference ( General )	1	Sheriff's Association of Texas	07/15/2025
3106	Conference ( General )	2	Sheriff's Association of Texas	07/14/2025
3106	Conference ( General )	2	Sheriff's Association of Texas	07/14/2025
33111	ALERRT Command and Control	8	Sheriff's Association of Texas	07/12/2025
789059	DPS - Professional Growth & Education	3	Texas Department of Public Safety LEA	05/07/2025
6046	Personal Development	4	Texas Department of Public Safety LEA	05/06/2025
3751	Effective Leadership / Leadership Training	2	Texas Department of Public Safety LEA	05/06/2025
787001	DPS - Leadership Characteristics/Profile	1	Texas Department of Public Safety LEA	05/06/2025
3106	Conference ( General )	22	Bill Blackwood LEMI of Texas	05/02/2025
78052	TEEX Active Attack Emer Communications	3	ALERRT Center	01/30/2025
20007	Large Truck/Bus Traffic Enf Training- TnT	4	Alamo Area LEA	12/03/2024

200	Advisory Board Meetings	1	Wichita Falls Police Academy	11/01/2024
6025	Training Coordinator Annual Conference	3	Texas Commission on Law Enforcement	10/30/2024
6025	Training Coordinator Annual Conference	2	Texas Commission on Law Enforcement	10/30/2024
6025	Training Coordinator Annual Conference	2	Texas Commission on Law Enforcement	10/30/2024
6025	Training Coordinator Annual Conference	1	Texas Commission on Law Enforcement	10/29/2024
6025	Training Coordinator Annual Conference	2	Texas Commission on Law Enforcement	10/29/2024
6025	Training Coordinator Annual Conference	2	Texas Commission on Law Enforcement	10/29/2024
6025	Training Coordinator Annual Conference	2	Texas Commission on Law Enforcement	10/29/2024
6025	Training Coordinator Annual Conference	3	Texas Commission on Law Enforcement	10/28/2024
8801	Commission Meeting	4	Texas Commission on Law Enforcement	10/28/2024
3356	ALERRT Fire As A Weapon	4	ALERRT Center	09/18/2024
3366	ALERRT Active Attack Incident Mgmt (online)	4	ALERRT Center	08/28/2024

667371	TEEX Active Attack Event Resp. Leadership	4	ALERRT Center	08/27/2024
3343	Less Lethal Chemical Weapons Training (OC, Mace, e	32	Vernon College LEA	08/09/2024

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

**J. Promotion and publicity (recruiting) for the program**

*Lillian Lafaele asked the faculty to review the following promotion and publicity opportunities.*

- City Lights Parade WF
- Santa Rosa Rodeo Parade
- High School Tours
- Facebook program video

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

**❖ Serving students from special populations:**

*Lillian Lafaele asked Mike Hopper 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. 2024 – 2025; 3 Females, 27 Males
- ii. 2023 – 2024; 4 Females, 15 Males
- iii. 2022 – 2023; 3 Females 23 Males
- iv. 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).

*Lillian asked if there was any additional discussion or suggestions to be had.  
With no further discussion, the meeting was adjourned at 12:32 pm.*

Recorder Signature 	Date 5/4/26	Next Meeting: Spring 2026
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