

**Career Education Advisory Board Minutes
College of the Canyons – Administration of Justice
10/25/2018
William S. Hart Union High School District**

NAMES/ TITLES OF ADVISORY COMMITTEE MEMBERS	Name of Company, Business, College, High School and Title	Email Address	Telephone Number	ATTENDANCE Present or Absent
Chair				
Business Partners including Industry, Non-Profit and Community Based Organizations				
Natalie Hidalgo	School Resource Officer / Hart District	nhidalgo@hartdistrict.org		
Brian Hopodar	Retired LAPD Detective / Sergeant	BrianHospodar@yahoo.com		
Ralph Khechavaria	LAPD Detective / Sergeant	25797@lapd.online		
Program Chair Larry Alvarez	Adjunct Instructor / College of the Canyons	larry.alvarez@canyons.edu		
Dean				
4-year college discipline instructor(s)				
Student Representative(s)				
K12 discipline instructor(s)				
Discipline faculty				
Nathan Deschenes	Adjunct Faculty / College of the Canyons	Nathan.deschenes@canyons.edu		
Parent(s)				
Counselor(s)				
Staff				

Other guest(s)				
Harriet Happel	Dean of Career Education / College of the Canyons	harriet.happel@canyons.edu		
Micah Young	Interim Dean of MSH / College of the Canyons	Micah.young@canyons.edu		

AGENDA

	Notes	ACTION
1. Welcome and Introductions (Director, Career and Technical Education) <ul style="list-style-type: none"> 1.1 Statement of Purpose 1.2 Review/Approval of Minutes <i>Motion to Approve the minutes of the last meeting by:</i> <i>Motion Seconded by:</i>	All Motion to approve minutes: Nathan Deschenes Motion seconded by: Brian Hopodar	
2. Review of Course Sequence <ul style="list-style-type: none"> 2.1 Hart District 2.2 College of the Canyons 2.3 CSU and UC Articulation 	<ul style="list-style-type: none"> - Online demand - Four classes online next semester - Demand for instructors exceeding supply - Pathway Complete for 100% online, now it is just scheduling the courses - See b & c for new curriculum - The current evidence course is for law - Most of our students are going into field service - Larry wants to phase the evidence course and bring in Corrections and Terrorism - Over 50% of our students are going into the Sheriff's department. - Indicators of Terrorism for first responders. The board agrees with Larry's proposal. Evidence really isn't needed as Criminal Procedure agrees with the PLOs. - How does Transnational Organized Crime connect with organized Crime/Gang curriculum? - Also proposed Internet Crime; not just the dark web but social media profiles. This is a fit with Law Enforcement Technology. Add to Associate degree. - Intro to Technology (Cyber forensics, currency, ethics, online privacy, communication networks, drone operator, commercial drone pilot, social 	

	<p>media net, tech operations, electronic surveillance/tracking)</p> <ul style="list-style-type: none"> - Use Makerspace to build drones 	
<p>3. Current Status of Program (Advisory Board Chair):</p> <p>3.1 Numbers of students</p> <ul style="list-style-type: none"> ▪ Special Population/Non Traditional Core Indicators (Perkins) ▪ Reading proficiencies (Hart District) <p>3.2 Student success – completers</p> <p>3.3 Student success - employment</p> <p>3.4 Labor Market Analysis</p> <ul style="list-style-type: none"> ▪ Job Titles ▪ Median Living Wage ▪ Validated Need for Training <p>3.5 Industry Certification (if applicable)</p> <p>3.6 Program Accomplishments</p>	<ul style="list-style-type: none"> - Difficulty finding officers with technology skills (IP network set-up, how cell phones work) - Two offerings for students and for current LE officers - LE Tech – applies to the young police officers to promote - Our current program if for Pre Service education - What are the pathways to specialization? - LAPD; 60 units to take Sergeant Detective test - LE to articulate with National - Status of In Service: LA Clear/HIDTA – classes in City of Commerce. Can COC be satellite location? Working with Contract Services on the MOU, then the scheduling of courses by January, then the addition of their association. - Need to get - POPP Program: Police officers prep program – AA degree in Criminal Justice and Sports Medicine; Can we bring the program to the college and partner with KPET? - Cal state Fullerton – Art in Intelligence, Crime Intelligence Analysis; these job positions are subsidized by DOJ - NC program with certificate (COC, DOJ and the state) - 400 hour practicum to secure the art - Larry to follow up with additional contacts; need the BLS numbers; H.H. to follow up. - AB288 – Valencia in the spring - OERs – working across the curriculum - AB pics on websites, work with Larry 	
<p>4. Industry</p> <p>4.1 Review Required Skills for Competency:</p> <ul style="list-style-type: none"> ▪ Do the program completers meet the current industry standard or industry need? ▪ What curriculum modifications would you suggest to meet skill gaps? 	<ul style="list-style-type: none"> - PTSD/Wellness – possible noncredit curriculum for first responders - Quarterly emails on the LinkedIn group 	

<ul style="list-style-type: none"> ▪ Review of Assessment Procedures ▪ What equipment/ facility needs can you identify that would better prepare students to enter your field? <p>4.2 What employability skills do workers need in your field?</p> <ul style="list-style-type: none"> ▪ Able to think critically, problem-solve ▪ Able to find resources ▪ Effective interpersonal skills ▪ Communication skills - oral, written ▪ Adequate time management and organization - prioritization skills ▪ Personal qualities - professionalism ▪ Able to project manage ▪ Other? <p>4.3 What changes/ trends are occurring in the industry that will affect employer needs?</p> <p>4.4 Work-Based Learning Opportunities</p> <ul style="list-style-type: none"> ▪ Classroom visits by industry ▪ Informational Interviews ▪ Site visits/Field Trips ▪ Ride Alongs ▪ Project Based Learning ▪ Internships <p>4.5 Postsecondary Scholarship Creation</p>		
<p>5. Program plan for improvement</p> <p>5.1 Strengths of program</p> <p>5.2 Weaknesses of program</p> <p>5.3 Labor market information needed to justify new content/ courses</p> <p>5.4 Resources needed and the role of industry: (equipment/ mentoring / scholarships/ awards/ hosting field trips/ serve as a speaker at career events/ other)</p> <p>5.4 What other suggestions do you have for program improvement?</p>		
<p>Motion to Approve Course Curriculum and Continue Operation of the Program was made by:</p> <p>Motion Seconded By:</p> <p>All in favor: Yes</p> <p>All opposed:</p>	All	
<p>6. Other business</p>		

<p>6.1 Additional Items</p> <ul style="list-style-type: none">▪ Hiring <p>6.2 Next meeting time, place, date.</p>	<p>The next Advisory meeting will take place in spring of 2019.</p>	
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