

Administration of Justice
Advisory Committee Meeting
Friday, January 11, 2013
3:00-5:00 p.m.
Los Medanos College
CO-420

Notes

1) Welcome and Introductions

- i. Introductions*
Shirley Baskin, Jim Grottkau, Anthony Hailey, Tom Hanson, Robin Lipetzky, Matt Morrissey, Manjit Sappal
- ii. Review Role and Purpose of Advisory Committee*
 - i. Advisory Committees are required by ed code for all Career technical Education areas
 - ii. Advisory Committees are effective conduits to curriculum and program development
- iii. Additions to the Agenda*

2) Approval of Previous Meeting Minutes

- i. The minutes from the last meeting were reviewed*

3) Curriculum Update/Program Reports

- i. Reports*
 - i. CCC- Rick Ramos – Absent
 - ii. DVC- Matt Morrissey
 - Would like feedback form the committee
 - (a) Brochures
 - (i) Used a marketing tool
 - (ii) We teach and counsel our students
 - (iii) Explain what things are all about
 - (iv) Students are 18-19, straight out of high school
 - (b) SLO (Student Learning Outcomes)
 - (i) Matt covered what an SLO is and where it comes from
 - (ii) SLO's are used as a way of measuring what students are learning from each class.
 - (c) Course Sequence
 - (i) Helps to prepare educational plans
 - (ii) Helps to prepare semester to semester course offerings
 - (d) CORE indicator reports
 - (i) Matt passed out a 5 year trend on DVC CORE indicators
 - iii. LMC- Anthony Vleet Hailey
 - (a) Goal
 - (i) To strengthen the program

- (ii) Improve student success
- (iii) Prepare students for transfer

(b) Plan

- (i) Delete AS (Associate of Science) degree
- (ii) Create AST (Associate of Science Transfer) degree
- (iii) Align with State TMC

(c) Need

- (i) The Administration of Justice professionals at our last Program Advisory Board made it quite clear that we, in education, should emphasize what they often refer to as the "soft social-skills"

(d) Recent activity

- (i) We have changed all course names and numbers to align with TMC
- (ii) Matches with State requirements

(e) Certificates

- (i) In discussion regarding the usefulness of certificates, the committee decided that although certificates help students decide to continue with their education they really do not help students to obtain jobs.

4) Industry updates

A. West county jail

- i. Inmates will be getting out of custody
- ii. Will be needing more probation/ parole officers
 - i. More need for monitoring those out of custody
- iii. Help to keep from reoffending

B. Industry needs

- i. Writing skills
- ii. Public speaking skills
- iii. Social interactions
- iv. Critical thinking skills
- v. Problem solving skills

5) Other Items

- i. Sheriff's office
 - i. Internships
 - (a) Coroners offices
 - (b) Jails
 - (c) Court
 - (d) Ride along
 - ii. Public defender's office

iii. Looking for jurors in mock trials

6) Wrap Up

A. Equipment needed

- i. Force option simulator
- ii. Fingerprinting equipment
- iii. Scopes

B. The sheriff's office is willing to continue to build it relations by sharing equipment

7) Teaching

A. If interested in teaching please send a resume

The next meeting will be in August