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**FALL 2023**

**ADMINISTRATIVE JUSTICE AND FIRE TECHNOLOGY**

**ADVISORY MEETING MINUTES**

**Thursday, September 28th, 12:00-12:55 pm on Zoom**

**Link:** [**https://pasadena-edu.zoom.us/my/markmarkk**](https://pasadena-edu.zoom.us/my/markmarkk)

**Guests / Advisory Members:**

* The Honorable Phillip J. Argento, Superior Court Judge
* Chief Steve Matchan, Chief of Police for Pasadena City College
* Dr. Trace Rickman, Public Safety Instructor for Copper Mountain College

**PCC Team:**

* Mr. Matthew Barboza, Dean of Business and Enrollment Management Division
* Dr. Don Gallon, Instructor
* Professor Milan Ayers, Instructor
* Dr. Mark Keene, Instructor of Hospitality, Culinary, and Business (default chair of meeting)

**Agenda:**

* 12:00 – 12:02 Land Acknowledgement (Dr. Keene)
* 12:03 – 12:15 Introductions
* 12:15 – 12:50 Brief Review and Voting of Future and Current Programs (updates since November 2022)
	1. (Dr. Gallon) Brief Introduction of the Administration of Justice (AJ) Program
	2. (Dr. Gallon) Discussion of
		+ (1) an UC/CSU articulation/transferrable Internship [with local police departments] based on the Commission on Sacramento’s Peace officer standards, standards, and training to begin at the sheriff's Academy, Orange County Sheriff, or LAPD;
		+ (2) Elimination of Firing Range course; and
		+ (3) Execution of Police [Report and Basic Skills in] Writing course in addition to English articulated writing course. ***Voted (3) and approved (3) upon by unanimous consent***
	3. (Professor Ayers) Explanation of revised Certificate Program focused on de-escalation of force and cultural competence [with internship / work experience course] for AJ. ***Voted and approved upon by unanimous consent***
	4. (Professor Ayers) Review of recent provisions to course Student Learning Outcomes as directed by Chancellor’s Office (Principal Policing) and potentially designing two certificates with lower units than the current 25 unit certificate. ***Voted and approved upon by unanimous consent***
	5. (Professor Brambila) Gathering quotes and “green light to start purchasing” fire equipment: engine from the city. ***Voted and approved upon by unanimous consent***
	6. (Professor Brambila) Gathering quotes on fire tech shirts. ***Voted and approved upon by unanimous consent***
	7. (Professor Brambila) Discussion about two quotes for conx storage, defined which classes would need the equipment stored, and where will the storage will be placed on campus. ***Voted and approved upon by unanimous consent***
	8. (Professor Brambila) Proposed goal–by the end of next year–is to get the Wildland Fire Academy submitted to curriculum dn instruction committee for approval (extensive details and timeline discussion)up and running including building an association with the Jefferson Training Center. ***Voted and approved upon by unanimous consent***
* 12:50–12:55 Closing Comments and Adjournment
	1. ***Voted and approved upon by unanimous consent***