

**EAST LOS ANGELES COLLEGE
ADMINISTRATION OF JUSTICE ADVISORY COMMITTEE
MINUTES FROM MARCH 21, 2018 MEETING**

The eighteenth annual Administration of Justice Advisory Committee meeting was held on Tuesday, March 21, 2018 at the Administration of Justice building room F9-112. This is the first time the Advisory Committee is meeting in the Spring semester rather than the Fall semester of the academic year. Patrick Hauser, Department Chair called the meeting to order at 12:08pm. In attendance was Vice President Armida Ornelas, Continuing Education and Workforce Development, Vice President Ruben Arenas, Academic Affairs, and Dean Mercy Yanez, Continuing Education and Workforce Development. Mr. Hauser welcomed the thirty one members that were in attendance.

INTRODUCTION OF MEMBERS

All members introduced themselves, as well as the staff of the Administration of Justice office.

MINUTES

The minutes of last year's Advisory Committee were reviewed. Jason Hosea moved to approve the minutes as corrected. Curtis Walker seconded the motion; minutes approved unanimously.

OVERVIEW OF ADMINISTRATION OF JUSTICE DEPARTMENT

For the academic year Fall 2017-Spring 2018 there were one hundred and sixty-four course sections being taught, that includes twenty-nine classes that are being taught at area high schools. Fire Technology is also teaching two classes at the high schools for the first time. There are now fifteen on-line course being offered. The Department is continuing to work hard to secure a new building for our disciplines.

CERTIFICATES, SKILL AWARDS, AND DEGREES

For the fiscal year 2016/2017, the A.J. Department had an increase in Certificates of Achievements, Skill Awards, and Degrees. There were three hundred and forty-one Certificates of Achievements awarded, a 19% increase. Two thousand one hundred and seventy Skill Certificates, a 58% increase. The Department also experienced a significant increase in total number of AA degrees awarded with two hundred and ninety-three, a 27% increase. AA degree in AJ one hundred and thirty-nine, AA degree for Transfer and one hundred and fifty-four.

GENDER EQUITY

Pat Hauser provided a report on the equality for males/females within the AJ Department. Out of the one hundred and thirty-nine AA degrees seventy-four were earned by males, and sixty-five by females. Out of one hundred and fifty-four AA degrees for Transfer, sixty eight were earned by males, and eighty-six by females. The AJ Department is having great success in placing females into the workforce.

CURRICULUM

Janis Cavanaugh spoke of the department's tremendous progress in the area of CLO'S. The AJ Department has three department facilitators Jason Hosea, Siage Hosea, and Janis Cavanaugh. With over 400 courses the A.J. Department is at 100% compliance. Sharon Johnson spoke of the course outline revisions that she has completed that is a continual job because course need to be updated every five years. Our department's outline revisions are also 100% in compliance. The Department is in the process of completing a new SLO cycle where individual instructors have to upload assessment data into the computer for each student.

SERVICE LEARNING

Wayne Posner spoke of the A.J. Club and the recent Thanksgiving Food Drive that fed 170 local families a complete Thanksgiving dinner. Also, the AJ Club was able to provide over a thousand toys for LA County foster children at Christmas. The Club is involved in many community activities including Blood Drives, local fingerprinting of young children.

PROGRAM REPORTS

Dr. Sharon Johnson spoke about the LASD contract, and its continued growth and success. She stated that we have 10 affiliated education contracts including the Los Angeles City Fire Department, Los Angeles County District Attorney's office, and Los Angeles County Probation Department. She stated that she is responsible for approximately 23,000 students with 400-500 classes annually.

Jason Hosea spoke about the Fire Technology Department. The Association of Future Firefighters a student club continues to grow and provide outreach into the community. He provided an update on the Fire Tower that provides training for 8 Saturdays for high school, and college students. Recruitment and enrollment are still on-going goals of the Fire Technology program. He also spoke of two recent graduates of the program, one of which is a female hired by LAFD, and the other a male hired by Cal Fire.

Dr. Cheryl Pittman spoke about EMT program. The feedback from local employers has been excellent regarding recent graduates of the program. There has been a change in state standards raising the hours needed from 160 to 170. There is a move to standardize EMT requirements for Community Colleges statewide. She also spoke of the E.M.T. program's continued high expectations for our students.

Dr. Janis Cavanaugh spoke of the Forensics program. She has many students who have been hired by local agencies. There are numerous students working as Interns with the Los Angeles County Coroner's Office, and other local agencies. There is outstanding interest in the program and has been recognized by industry professionals. A \$15,000 Perkins Grant was received. Microscopes and other equipment has been ordered. There is a boot camp scheduled for April, and June. She spoke of the need for a designated crime lab room, hopefully in the new building.

ADMINISTRATION OF JUSTICE CLUB

Wayne Posner reported on the status of the student club. The club currently has three chapters with over 135 members and is going very strong. This past semester the club conducted a tour of the L.A. County Coroner's office, Los Angeles Police Department Academy. Last year's banquet was a tremendous success. The club recently fed one hundred and seventy local families for Thanksgiving. The Christmas Toy-Give-A-Way was conducted in December, and was a huge success. This was the sixth year the club has partnered with The Children's Law Center of Los Angeles. This is non-profit organization that represents foster children in court. The Banquet will be held on May 17th, 2018 at Almansor Court in Alhambra. The Club will be giving away approximately \$13,000 in scholarships to deserving students.

PROGRESS TOWARD DEPARTMENT GOALS

Pat Hauser informed the group that the A.J. Department has significantly increased the total number of certificates, and skill awards vs. this time last year. There has been a 27% increase in degrees, 58% increase in Skill Certificates, and a 19% increase in Certificate of Achievements. There has also been a significant increase in on-line course offerings.

DEPARTMENT PLAN/GOALS 2017-2018

The A. J. Department's goals for the following year are to continue to increase transfers, and to develop a "transfer culture". Continue to increase the number of degrees and certificates awarded. Continue to increase the number of distance learning offerings, and to improve the technology proficiency of our instructors. Also, improve the writing skills of our students. Criminal Justice is still an impacted program at our CSU partners. Also, get moved into our new building.

COMMITTEE APPROVAL

Mr. Hauser spoke of the need to change some of our current Skill Certificates to Certificates of Achievement for the betterment of our students, and school. If approved, the Certificates included are the following:

- Basic Police Academy
- Extended Police Academy
- Custody Assistant Academy
- JCOC (Probation Department)
- FPOC (Probation Department)
- Fire Drill Tower
- Fire Company Officer
- Fire Chief Officer
- AJ, Law Emphasis
- AJ, Chemical Dependency Studies
- Forensic/CSI
- Basic Academy Preparation

A motion was made from the floor by Sergeant John Satterfield LASD to approve the transition of the above Skill Certificates to Certificates of Achievement. Motion seconded by Lieutenant Joe Dulla LASD. Motion passed unanimously.

ITEMS FROM THE FLOOR

LAPD reported they are putting 45 recruits into the academy monthly. LASD reported they are putting 80 recruits through every 6 weeks. LAFD reported they are actively recruiting and are in need of 200 more firefighters immediately. LAFD is having two classes per year. Several agencies spoke of the importance of the backgrounds of the applicants. Also, writing skills, and the ability to overcome adversity are key in the hiring process.

Minutes recorded and submitted by Wayne Posner pending approval.

Meeting adjourned at 1:45 p.m.