

West Los Angeles College (West)

Real Estate Advisory Board Meeting Minutes

March 4, 2024, 12:00 pm – 3:00 pm

Attendees:

- Angela Jemmott, Bureau of Real Estate Appraisers (BREA) Bureau Chief
- Carmen Dones, WLAC Dean of Academic Affairs
- Tiffany Miller, WLAC Dean of Academic Affairs
- Todd Matosic, WLAC Business Department Chair
- DeAnna Gossett, WLAC Business & Real Estate Faculty
- Chantal Grayson, WLAC Real Estate Faculty
- Gjenaii E. Givhan, WLAC Business & Real Estate Faculty
- Andrea Rodriguez-Blanco, WLAC College and Career Center Director
- Charles L. Wilson, Commercial Real Estate, General Appraiser
- Emily Maynard, California Community Colleges Real Estate Education Center (CCCREEC), CCCREEC Project Manager
- Michael Tidwell II, Cushman & Wakefield Appraiser/Broker
- Evelyn Larsen, Certified Real Estate Appraiser
- Randy Flowers, RSDS Appraisal Diversity
- Rich Downs, RSDS Appraisal Diversity
- Alana Gates, Santiago Canyon Community College
- Jeff Hogan, Appraiser/Chief SVP
- John Daniel
- Thaddaus Dawson

Agenda

- Welcome & Introductions
- Our Purpose for Gathering Today: Presented by Angela Jemmott
- The Practicum Project & Question and Answer Session: Presented by West Los Angeles Community College Leadership Team
- Opportunities for Partnership: Presented by Angela Jemmott
- Audience Participation: Lead by Angela Jemmott

Lunch was served to the Advisory Board.

12:00 pm – 1:00 pm

Welcome and Introductions

1:00 pm – 1:20 pm

Ms. Angela Jemmott (BREA) welcomes the Real Estate Advisory Board and expresses her gratitude for their attendance. She proceeds to share the proposed agenda. The session commenced promptly at 1:00 pm, with all attendees taking a moment to introduce themselves. The three main access roads to appraisal licensing are discussed: the supervisory model, the Appraiser Qualifications Board (AQB) 's PAREA program, and the practicum model, a topic of discussion today.

Item #1 The practicum model explained

1:20 pm – 1:50 pm

Topic: Angela introduces the practicum licensing model on the agenda today. This practicum licensing model aims to allow students to complete the practicum program for licensing via a classroom model instead of the hours required via the supervisory model. Legislation that will enable states to create their practicum for licensing purposes has been passed. BREA's goal is that the program be AQB approved, but ultimately, it will approve the program in CA if the AQB approval is not possible.

The real estate programs offered at West are designed to align with CA real estate licenses. West Los Angeles College has also created a program in collaboration with the Los Angeles County Tax Assessors Office, which provides training to the Los Angeles County Real Estate Tax Assessor Trainees. BREA would like to leverage the expertise that West gathered to create a practicum program for CA state.

West has demonstrated an innovative and mindful approach to cater to the student's real estate licensing requirements. West's program offers stackable certificates, such as certificates of achievements, certificates of completion, and an AA, enabling students to progress toward their educational goals while working in the field.

As such, West is a perfect partner to create a model for the practicum program that can be expanded to community colleges across the state and to partner with BREA to meet the goal of creating a practicum program.

Item #2 The Practicum Project & Question and Answer Session: Presented by West Los Angeles Community College Leadership Team

1:50 pm – 2:35 pm

Topic: Two Practicum Programs

- Licensed Residential Appraiser Practicum I COA (1000 hours)
- Certified Residential Appraiser Practicum II COA (500 hours)

DeAnna Gossett, the faculty lead for the business and real estate department, has requested the Advisory Board review the proposals for the two practicum programs. The reviewers should consider that students might be eligible for college credits through credit for prior learning or credit by exam, depending on the real estate courses that they have completed, or licenses earned.

Ms. Gossett discusses details about the practicum model, including lectures, laboratory work, and work experience. Work experience-students could be paired with partners as a work experience to get familiar with the field.

Ms. Andrea Rodriguez-Blanco shares more details about work experience, such as how modules are created and college credit through apprenticeship programs.

Ms. Gossett requested that the Advisory Board members review the course content and provide expert feedback. The objective is to ensure that the course content is up-to-date and relevant. The members were also encouraged to discuss other relevant topics, such as culturally responsible courses, circles of support for students, and legislation (for example, bias in the appraisal field). During the discussion, Mr. Charles proposed moving the income approach course to the second semester. The board members are currently considering this suggestion.

Item #3 Opportunities for Partnership: Presented by Angela Jemmott

2:35 pm – 2:45 pm

Topic: Ms. Jemmott is seeking approval from the Board for the practicum proposal. Ms. Jemmott invites the Board members to engage and support as stakeholders to help, mentor, and sponsor the program that can benefit everyone.

Item 4: Advisory Committee Recommendations

2:45 pm – 3:15 pm

Topic: The advisory committee provided several recommendations aimed at improving the WLAC Real Estate Appraiser program and supporting its growth:

1. Update the Real Estate Appraiser II Certificate of Achievement (COA)
 - Replace Math 125 with an algebra or higher course and add Math 227S and Bus 15 to the Math 227 option.
2. Create 9 New Courses to align with the Licensed and Certified Residential Real Property Appraiser Practicum programs:
 1. REAL ES 046 - Licensed Residential Appraiser Practicum Basics
 2. REAL ES 047L - Licensed Residential Appraiser Practicum Basics Lab
 3. REAL ES 048 - Licensed Residential Appraiser Practicum Intermediate
 4. REAL ES 049L - Licensed Residential Appraiser Practicum Intermediate Lab
 5. REAL ES 050 - Certified Residential Appraiser Practicum Advanced
 6. REAL ES 051L - Certified Residential Appraiser Practicum Advanced Lab
 7. REAL ES 942 - Licensed Residential Appraiser Practicum Basics Work Experience
 8. REAL ES 943 - Licensed Residential Appraiser Practicum Intermediate Work Experience
 9. REAL ES 944 - Certified Residential Appraiser Practicum Advanced Work Experience
3. Develop Two New Certificates of Achievement:

1. Licensed Residential Appraiser Practicum I COA
2. Certified Residential Appraiser Practicum II COA

4. Hire New USPAP-Certified Faculty:
 - Hire adjunct faculty who are certified by the Uniform Standards of Professional Appraisal Practice (USPAP) to teach the new courses.
5. Create a New Associate Degree Appraisal Program:
 - Further develop a degree program specifically for real estate appraisal students to align with the educational requirements for option 3 for the Certified Residential license.
6. Revise Real Estate Courses for Bias Content:
 - Update real estate courses to include content on implicit and explicit biases, aligning with new industry standards and legislative measures.
7. Internship & Mentorship Programs:
 - Implement internship and mentorship opportunities as part of the WLAC real estate programs to give students hands-on experience in the field.
8. Market Real Estate Programs at Community Events:
 - Actively promote real estate courses and programs at community fairs and other local events to attract new students.
9. Hold Additional Advisory Board Meetings:
 - Organize future meetings to continue developing and refining WLAC's real estate programs.

Item #5 – Audience Participation: Lead by Angela Jemmott

3:15 pm – 4:00 pm

Topic: During the meeting, Ms. Jemmott invited the Board to participate in a program as mentors and instructors and suggested potential candidates interested in joining. The response from the guests was positive, with Mr. Charles (CCIM) and Mr. Downs expressing their willingness to be involved. Additionally, Ms. Gates from Santiago College shared a list of job opportunities for students with real estate licenses.

Adjournment

4:00 pm – 4:15 pm

The meeting was adjourned. Angela and DeAnna thanked the Board for their valuable time and presence. The next meeting will be a follow-up discussion between the discipline faculty expert and the Advisory Board to discuss the courses and the next steps.

Summary of Recommendations

1. Review and revise the Real Estate Appraiser II Certificate of Achievement to update narrative and remove obsolete Math 125 class that is no longer offered. Replace Math 125 with an algebra or higher course and add Math 227S and Bus 15 to the Math 227 option.
2. Create 9 new courses.
 1. REAL ES 046 - Licensed Residential Appraiser Practicum Basics
 2. REAL ES 047L - Licensed Residential Appraiser Practicum Basics Lab
 3. REAL ES 048 - Licensed Residential Appraiser Practicum Intermediate
 4. REAL ES 049L - Licensed Residential Appraiser Practicum Intermediate Lab
 5. REAL ES 050 - Certified Residential Appraiser Practicum Advanced
 6. REAL ES 051L - Certified Residential Appraiser Practicum Advanced Lab
 7. REAL ES 942 - Licensed Residential Appraiser Practicum Basics Work Experience
 8. REAL ES 943 - Licensed Residential Appraiser Practicum Intermediate Work Experience
 9. REAL ES 944 - Certified Residential Appraiser Practicum Advanced Work Experienceto align with the Licensed Residential Appraiser Practicum I COA and the Certified Residential Appraiser Practicum II COA.
3. Develop two new Certificates of Achievement: Licensed Residential Appraiser Practicum I COA and the Certified Residential Appraiser Practicum II COA.
4. Hire new USPAP certified faculty-adjunct instructor(s) to teach the new courses.
5. Create a new appraisal associate degree to align with the educational requirements for option 3 for the Certified Residential license.
6. Revise real estate courses approved by Department of Real Estate (DRE) to include implicit and explicit biases content.
7. Implement internships & mentoring as part of WLAC's real estate programs.
8. Market real estate courses and programs at community fairs and events.
9. Hold additional Advisory Board Committee meetings in the future.