



**LAS POSITAS COLLEGE
ADMINISTRATION OF JUSTICE ADVISORY BOARD**

Thursday, February 11, 2016

4:30 pm to 6:00 pm
Las Positas College
Building 1600, Room 1620B

DRAFT MINUTES

A. Introductions

Mark Tarte called the meeting to order at 4:35pm

Members Present: Michael Harris – Livermore Police Department; Jim Meehan – Alameda County District Attorney’s Office; Timothy Rein – Attorney; Vicki Shipman – Las Positas College; David Spiller – Pleasanton Police Department; Mark Tarte – Las Positas College; Jack Tucker – Alameda County Sherriff’s Office; Jean O’Neil-Opipari – Las Positas College.

B. Approval of Prior Meeting Minutes

Motion: Approve the May 11, 2015 advisory meeting minutes.

MSC: Tim Rein/James Meehan

Approved: Unanimously.

C. Regional Training Center Report to the Board

Presented by Sherriff Tucker, the 154th Academy ready to graduate in March (39 students) with the 155th Academy in session after starting late January (48 students); the 156th Academy slated to start in April (50 students capacity). They are experiencing a 15-20% attrition rate, and lost one from 154th group due to testing. New activities for the RTC include four new Post Plan classes, five PSD classes, a rifle course, and basic AICC for dispatchers.

Discussion: Mark Tarte mentioned that LPC has a 1.5 unit course on the books for a 24-hour course which could easily be modified to a 12-hour course however a major hurdle is that the State Chancellor’s Office takes up to an academic year to approve curriculum. Advisory board members were shocked by this news as it doesn’t seem responsive to industry needs.

D. College Report to the Board

1. *Fall 2015 Enrollments*

98.4% overall; 396 maximum enrollment; school shoots for 85% fill rate.

Discussion: None.

2. *Spring 2016 Schedule*

Extremely low enrollments, now at 80% fill rate; census on Monday will probably drop to 75%; technical writing class at 19 people versus 45 people.

Discussion: Mark Tarte talked about the economy, as economy gets better, enrollment drops, during the recession the college cut the programs and have not built back the sections. LPC has added programs, running 9 in the Fall and 8 in the Spring.

3. *Additional Reports*

A. Declining enrollment: Past couple of years, enrollment has been declining. Mark Tarte had a meeting with Adjunct re marketing at the classes; they are going to start going back out to high schools in order to develop a pipeline. Faculty are going to start visiting the high schools to build a pipeline.

Discussion: While visiting the schools is a venue to build the pipeline, per faculty Mark Tarte, students that really excel in the Academy are either Veteran's or closer to 30 years old therefore he works closely with LPC's Veteran's First Office and regional Veteran community based organizations. He has noticed a delayed maturity with next the generation indicating students in their late 20's are good candidates. LPC will also hold Major/Career Fairs each semester – next one is April 27, 2016 from 10am to 2pm.

B. College Accreditation: Visit October 2015 resulted in no sanctions to the College but the college only received an 18 month accreditation. The sanctions primarily involve Student Learning Outcomes. The problem is that faculty do not understand the "Assessment" piece with how ACCJC wants it to be. ACCJC may be on its way out.

Discussion: None

C. Administration of Justice Associates of Science Degree for Transfer

(ADT): Mark Tarte shared that the department has completed the application for the ADT which is a transfer agreement that is now guaranteed for attendance to San Jose State University, Sacramento State University, and California State University East Bay.

Discussion: Mark Tarte told the Advisory that the old transfer degree was actually better for students because the new ADT does NOT require technical writing.

3. Budget and Enrollment Updates

Mark Tarte reported that his department does have a budget this fiscal year. Thanked Dave Spiller of Pleasanton Police Department for donating a patrol car for the program. LPC had it painted and is in the purchasing equipment for patrol procedures (command unit, software programs, basic trunk items). When not in use by the instructional program, it may be used by campus safety. Perkin's funds provided these program investments.

Discussion: None

E. Recommendations from Advisory Board Members to the College

That the College do something to encourage the State Chancellor's Office improve its course approval process. To be responsive to industry, a maximum of three months approval should be instituted. Approval of a Certificate of Achievement for Academy graduates to award an additional certificate; completed the post academy; and received 29 units from LPC equates to the certificate. All members agreed.

F. Other Business/Announcements

Reminder about the Major's Fair to be held April 27th from 10am to 2pm.

G. Date for the Next Meeting

TBD: 3rd week in September.