

Moraine Valley Community College
Criminal Justice / Homeland Security /
Emergency Management / Security and Loss Prevention Programs
Advisory Committee Meeting Minutes
Tuesday April 23, 2019
6:00 p.m.

Present: Dr. Kiana Battle, Dr. LoShay Willis, Dr. Mike Espinoza, Michelle Furlow, Kim Golk, Marie Harrell, Matt Harland, Det. Steven Alvarado, Dave O'Connor, Joe Miller, Sylwia Mietus

Topic	Discussion
Welcome and Introductions	Welcome and thank you for your continuous support and input for CRJ and all certificate programs housed under SLP. Thank you.
Review of 2018 Minutes	● Enrollment: ○ Slow but steady decline in enrollment from 2015-2016. ○ Slight increase from 2016-2017. ○ Enrollment was still overall good. ● Recruiting, engagement and retention: ○ Continue to attend high school and career fairs. ○ CRJ career fair was held on April 2, 2019. ▪ 35 agencies and universities participated and about 300 guests. ▪ Will work on expanding event. ○ Continue to inform community about program. ● Certificate programs: ○ The programs are fairly healthy, Homeland Security is the most attended. ○ To boost the Emergency Management Certificate it is now stackable with the Homeland Security Certificate. ○ Three classes were eliminated from the Emergency Management Certificate because they did not meet enrollment due being high level. ● The Emergency Management Certificate now shares a class with Security and Loss Prevention. Students now gain experience in IT. ● Security and Loss Prevention Certificate courses are available on offsite campuses and on weekends. ● Internships: ○ A one day exploratory field trip was suggested and numerous trips were planned. ○ One trip was to O'Hare Airport to see the TSA process. ● Suggestion was made to integrate report writing into program. ○ Students are already required to take COM101-103.

Program Updates	Faculty: • Chris Alberts is now retired. • Mike Espinoza is now the CRJ coordinator and department chair. • Michelle Furlow is now the coordinator for all the certificate programs, Homeland Security, Emergency Management, and Security and Loss Prevention. ○ Security and Loss Prevention is the new name for the Security Services Program. The name was changed to be more descriptive of what the program is about. • In the process of hiring a new full time faculty member. Projective start date is August 2019. Program Statistics • Fall 2018- 8 courses with 40 sections. 8 offered online. • Spring 2019- 8 courses with 40 sections. 8 offered online. • Fall 2019-9 courses with 30 sections. 10 offered online. • 2 full time faculty and 23 adjunct faculty. Website Improvements • Marketing has updated the website. • Improved course descriptions. Course Delivery Opportunities • All eight courses are fully offered online. No hybrids. • Eight week courses. • Offer three week courses in the summer and considering offering a three week course in the winter. • Courses are offered at both Southwest Education Center and Blue Island. • Interactive video course- an instructor teaches a physical class on the main campus and a class in Blue Island via video streaming. • In fall 2019 a Saturday class will be offered. New Initiatives • The college has been working on a new assessment process with the help of Academic Services. The focus is curriculum. The goal is to determine how we are reaching each student. • Read each course description to determine if they are accurate and cover all the basis necessary to be successful in the field. • Course Learning Outcomes and Program Learning Outcomes. ○ College wide there are 5 learning outcomes each student is expected to gain: Effective Communication, Critical Thinking, Diversity and Perspectives, Quantitative Assessment, Information Technology. ○ Working on developing ways to incorporate these learning outcomes into the curriculum.
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	○ Also in the process of working on a 5 year plan for PLO. We are in the second year of this process. There are 7-8 key components that students should have when they complete the program. Will be assessing if they are learning these things, how are they learning, and how are we measuring this information. ○ There should be a common consistency across the curriculum but still allow instructors to maintain their own creativity, styles, and teaching philosophies. ● The courses are reinforcing the concepts that they are supposed to be so results are positive so far. ● We are in the process of creating dual enrollment courses with local high schools. ● Articulation and recruitment-working to prepare students for the second half of their college education. ○ Already have a partnership with Lewis University. ○ We are trying to create a partnership with Olivet University. New Courses ● CRJ 109- Introduction to Domestic Violence ○ Will run in the fall of 2019 ● CRJ 114-Strategic Planning & Leadership ○ Currently running ● CRJ 103 was changed to CJR 201 ● CRJ 104 was changed to CRJ 202 ○ CJR 103 and CRJ 104 were too advanced for 100 level courses. ○ Creating prerequisites would prevent students from outside the CRJ program from taking courses as electives. ○ Differentiating between 100 level and 200 level will help guide the students in which order they should take their courses.
Discussion	Dave O'Connor: Suggested that CRJ-109 incorporate more about the interaction between domestic violence and the court system. Mike Espinoza: Agrees and feels it is a great point. Even if the text book does not cover the topic, it should be included in the curriculum. Det. Steven Alvarado: Asked for further explanation as to why we do not require prerequisites in order to better guide students through the learning process. Some courses build off the other course and it should be taken in order. Mike Espinoza: It has been discussed and we believe the best route to take would be to take 100 level courses to lay the foundation and then move on to 200 level.

	Det. Steven Alvarado: Is there an assessment to determine they are successfully learning in that order? Mike Espinoza: It is currently being worked on. Michelle Furlow: Students choose CRJ as an elective when they are in other programs and we do not want to close the program off from them. Matt Harland: State has mandated that police officers become certified. Will we be making sure the courses are accredited so that students are then meeting the state requirements for employment? Michelle Furlow: We have looked into it and would like to but there are two challenges. The first challenge is the cost factor. The second is that FEMA offers courses and we cannot verify and track who is coming in with already having taken the courses and receiving a certification. We also cannot verify that they are comparable. Marie Harrell: • Suggested keeping track of which courses students complete so that when they complete stackable certificates we can reach out to them and let them know they can complete the next certificate. • Do we keep track of how many students are successful in finding a job after they complete their degree? • Do students feel anything is holding them back? Is there anything we can do such as helping them with cover letters, resume, interviewing? • We would need employers to come in for the mock interview process. Mike Espinoza: We are only able to track that by keeping communications. Michelle Furlow: We can work on the interviews. Mike Espinoza: What courses should we create that are not already offered? Joe Miller: The state of relations between police and communities. It can be an entire course or a forum. Lewis offers weekend forums that cover specific topics and count as credit hours. Dave O'Connor: Exercise of prosecutorial discretion. Prosecutors may have varying philosophies. Det. Steven Alvarado: The program needs to address the psychological aspects of working in law enforcement.
Adjournment	

Respectfully Submitted,

Sylwia Mietus