CRIMINAL JUSTICE ADVISORY COMMITTEE MEETING MINUTES
May 19, 2011 – 2:00 pm

1. Sign-in and Introductions
Present: Chief Rex Caldwell, Mukilteo PD; Chief Al Compaan, Edmonds P.D.; Chief Carol Cummings, Bothell PD; Lauri Nelson, Department of Adult and Juvenile Detention; Chief Dennis Peterson, Lake Forest Park PD; Major Daniel Pingrey, Chief of Shoreline PD; Tony Costa, SCC; Linda Forst, SCC; and Ken Conder, SCC. (Chief Caldwell and Chief Cummings were welcomed as new members of the committee)

2. Approval of minutes of October 2010 meeting
Minutes approved as written

3. Status of CJ program and faculty / SCC reorganization
The Current RIFs at SCC were discussed as well as Mr. Conder’s continued status as a part-time faculty member. The CJ program faculty are not part of the latest RIF at all. The enrollment of our classes and the overloads that we have taken this academic year due to the numbers of students who have wanted to take CJ classes was discussed. The numbers of veterans returning from the middle east and attending classes – particularly in CJ - were mentioned. The SCC campus is very friendly to veterans and the word is spreading among the vets.

4. Criminal Justice Program Review 2011
The Criminal Justice program is currently undergoing a Program Review. This is a review that is undergone every 5-10 years at the college to evaluate the program and ensure the Professional – Technical aspect of the program is valid and up-to-date. The final report is being prepared but the Consultant has shared much of the information contained in the report. The Shoreline CJ program has “high instructional efficiency” and costs $855 per FTE – far less than all the other Professional – technical programs. There are currently 144 FTEs enrolled. She is recommending that the SCC CJ website be improved and it also be made more accessible within the SCC website. She also recommended improved marketing efforts for the program by SCC especially due to the fact that many students are coming from outside the Shoreline area. Those potential students need to be targeted and informed about the Criminal Justice program at SCC. Marketing efforts and website suggestions were discussed with the committee. The possible use of testimonial clips by CJ students being used on the website was explored.

a. Advisory committee feedback
We discussed briefly the Advisory committee feedback that was obtained as a result of the survey distributed as a part of the program review process. (The curriculum was discussed later in the meeting as one of the points mentioned in the survey. As a consequence of turn over on the committee over the last few years due to promotions,
reassignments and retirements many of the newer members were not familiar with exactly what the curriculum was). It also appears the Advisory committee has positive feelings towards the Ethics class, the Gender Violence class and the emphasis placed by instructors on writing skills, interpersonal skills and teamwork skills.

b. **Student survey feedback**

According to the student surveys obtained as part of the review the CJ students at Shoreline CC come from a large geographical region. Less than 1% are from the Shoreline area. (locations were obtained as a function of what high school they last attended). It was also revealed that 44% of the students came to SCC to enroll in the CJ program due to word of mouth from professionals in the Criminal Justice system, other CJ students and family and friends or from exploring the CJ website. Most students (99%) who completed surveys prefer the hybrid class or totally face to face class with 0% preferring totally online classes. 79% felt there were enough online CJ offerings at this time. (This correlates with the Advisory Committee’s preference for face to face and hybrid classes.) The students are fairly evenly divided between transfer students and AAAS students.

5. **Overview of the AAAS curriculum and planning sheets.**

The planning sheet and the requirements for the degree were reviewed with committee members as well as the career suitability index which is attached to the planning sheet and addresses background issues. Input was also solicited from committee members regarding both the planning sheet and the career suitability index. The committee was also informed that this planning sheet is currently undergoing revision to better assist students and advisors and the final revision should be completed in the next month or two.

6. **Overview of the Associates in Arts- Direct Transfer Agreement (AA-DTA) curriculum and planning sheets**

The planning sheet and the requirements to go on to transfer to a 4 year school were reviewed with the committee. It was also explained how 2 of the CJ classes qualify as distribution requirements in other areas of the planning sheet. The committee was advised that this planning sheet was just completed and is very helpful in advising students. Input was also solicited regarding this planning sheet for the future.

7. **Internships**

The status of internship placements for the winter quarter as well as the spring quarter were discussed. (currently the spring interns are in a more diverse workplace setting including, Department of Corrections, Lynnwood PD, Snohomish County Jail, and Partnership for Youth Justice) A new chief requested clarification as to what type of work the interns might be available to do and a chief with experience in this area spoke highly of a former intern (who went on to become a Seattle police officer) that had put together a power point presentation for community groups and then attended community meetings in an effort to enhance their community policing efforts and outreach to their citizens. This was well received and provoked thought and discussion due to current budget and staffing issues among the agencies.

8. **Other business**

No new business was brought up.

9. **Set date for Fall 2011 meeting**

The next meeting was set for Thursday October 27th at 1400.