

## Advisory Committee Meeting Record Template

CHAIRPERSON: Mr. Kelley Jenks		
MEETING DATE: 5-22-24	MEETING TIME: 11:30am	MEETING PLACE: Bldg 541 RM #116
RECORDER: Elizabeth Swope		PREVIOUS MEETING: May 24, 2023

**MEMBERS:** (P=PRESENT) Add nonmembers present to bottom of table with heading "Others Present" (OP)

(P/OP?)	Name and Title (List all members) Email Address and Ph #	Business Affiliation	Name and Title
P	Kelley Jenks <a href="mailto:mjenks@hot.rr.com">mjenks@hot.rr.com</a>	KISD	Kelley Jenks, Truancy Officer, KISD
P	William J. Greenwood <a href="mailto:wgreenwood@harkerheights.gov">wgreenwood@harkerheights.gov</a>	Harker Heights Police Department	Sergeant William Greenwood, Detective, HHPD
	Kevin Sheldon <a href="mailto:ksheldon@copperascovetx.gov">ksheldon@copperascovetx.gov</a>	Copperas Cove Police Department	Kevin Sheldon, Detective, CCPD
P	Manuela Parker <a href="mailto:Mparker20@stu.ctcd.edu">Mparker20@stu.ctcd.edu</a>	Central Texas College Student	Manuela Parker, Student
P	Cathy White <a href="mailto:Cwhite47@stu.ctcd.edu">Cwhite47@stu.ctcd.edu</a>	Central Texas College Student	Cathy White, Student
	Jon Cella <a href="mailto:Jon.cella@ctcd.edu">Jon.cella@ctcd.edu</a>	Central Texas College	Jon Cella Protectives Services Chair
	Clifton Osborne <a href="mailto:Clifton.osborne@ctcd.edu">Clifton.osborne@ctcd.edu</a>	Central Texas College	Clifton Osborne Police Academy Coordinator
OP	Scott Lorenz <a href="mailto:William.lorenz@ctcd.edu">William.lorenz@ctcd.edu</a>	Central Texas College	Scott Lorenz Criminal Justice Faculty
OP	Elizabeth Swope <a href="mailto:Elizabeth.swope@ctcd.edu">Elizabeth.swope@ctcd.edu</a>	Central Texas College	Protective Services/Police Academy Office Assistant II
OP	Donovan Benson <a href="mailto:abenson@ctcd.edu">abenson@ctcd.edu</a>	Central Texas College	Protective Services/Police Academy Clerk I

<b>Agenda Item</b>	<b>Action, Discussion, Information</b>	<b>Responsibility</b>
Approve Minutes from Last Meeting	Recommend approval of meetings from last meeting	Kelly Jenks
Old Business:	<ul style="list-style-type: none"> <li>• Discuss the status of face-to-face enrollment numbers for the summer.</li> <li>• Discuss the use of AI by students and tools used to check for AI use.</li> <li>• How many students get corrections degrees vs. criminal justice degrees.</li> <li>• Do KISD students know about open house?</li> <li>• What is the status of our building modifications?</li> </ul>	Mr. Cella
New Business:	<ul style="list-style-type: none"> <li>• Discuss McGraw Hill Connect Pilot Program</li> <li>• Discuss classroom modifications</li> <li>• Discuss Telecommunicators and Jailers Programs</li> <li>• Discuss certificates is Micro Credentialing and House Bill 8</li> <li>• Discuss Summer 2024 classes and low enrollment</li> <li>• Discuss tuition increase for Fall 2024</li> </ul>	Mr. Lorenz
Curriculum Decisions:	N/A	
Other:	N/A	

## MINUTES

<b>Key Discussion Points</b>	<b>Discussion</b>
Old Business:	<ul style="list-style-type: none"> <li>• Discuss the status of face-to-face enrollment numbers for the summer. <ul style="list-style-type: none"> <li>○ Face to Face numbers are down, but in doing research it seems to be that many Colleges and Work Places are having that issue</li> <li>○ Every Summer session until last year had made, but we had to cancel Summer classes last year and this year for Face to Face, Online classes seem to be okay for enrollment</li> <li>○ KISD enrollments helped to make the Fall and Spring face to face classes meet</li> <li>○ Grades are down <ul style="list-style-type: none"> <li>▪ The question was raised about connecting the ISD students with the Killeen Explorers Program, having someone come out and explain the program</li> </ul> </li> </ul> </li> <li>• Discuss the use of AI by students and tools used to check for AI use. <ul style="list-style-type: none"> <li>○ Mr. Lorenz wrote a paper on detecting AI, prompted by a meeting where Department Chairs were trying to figure out how to proceed on catching students using AI to complete assignments</li> <li>○ Mr. Lorenz tested multiple AI detectors, Language models, and how they work</li> <li>○ There have been issues with being able to site CHAT-GPT due to the fluid nature of the responses it gives, but APA has come up with a way to site it</li> <li>○ There are ways you can detect if AI is being used and it has to do with language models and the predictability of the next word in the writing sample</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• How many students get criminal justice degrees vs. correctional degrees. <ul style="list-style-type: none"> <li>◦ 75% of the students are working towards Criminal Justice Degrees</li> <li>◦ 25% of the students are working towards Correctional Degrees</li> </ul> </li> <li>• Do KISD students know about open house? <ul style="list-style-type: none"> <li>◦ There did not seem to be that many students at last year's open house</li> <li>◦ Mr. Lorenz sent an email to two contacts at Killeen High that teach Criminal Justice to help spread the word about the Open House and help attract new students</li> </ul> </li> <li>• What is the status of our building modifications? <ul style="list-style-type: none"> <li>◦ We are currently at 75% of the Building Project completed – having the plans drawn up, funding, etc.</li> <li>◦ There were a few cuts made, such as number of lights</li> <li>◦ Current projection is the August/September timeframe to begin actual construction work</li> </ul> </li> </ul> <p>The question was raised if there has been any concern about construction work or building new buildings if the enrollment numbers are down, with funding from the State possibly being affected</p>
<p>New Business:</p>	<ul style="list-style-type: none"> <li>• Discuss McGraw Hill Connect Pilot Program <ul style="list-style-type: none"> <li>◦ Mr. Lorenz is currently working on a Pilot Program with McGraw Hill for three of the Criminal Justice classes – CRIJ 1301, 1307, and 1310</li> <li>◦ The program has the book built into the course (students can opt out of that feature if desired) and can provide assignments from the Connect features</li> </ul> </li> <li>• Discuss classroom modifications <ul style="list-style-type: none"> <li>◦ Currently the Police Academy Barn is being renovated – insulation is being added along with better heating and air conditioning, providing a more suitable location for the Police Academy Cadets to conduct drills, PT, and physical portions of the Academy such as ASP.</li> <li>◦ Room 110 which was setup as a computer lab is being converted into a regular classroom which will be a dedicated Police Academy Classroom along with Room 116.</li> <li>◦ Room 112 – we are still awaiting the process of the room division to begin</li> </ul> </li> <li>• Discuss Telecommunicators and Jailers Programs <ul style="list-style-type: none"> <li>◦ We are discussing building this into a larger program for academic credit in addition to the CE version of the class</li> </ul> </li> <li>• Discuss certificates in Micro-Credentialing and House Bill 8 <ul style="list-style-type: none"> <li>◦ Mr. Lorenz attended the TACTE Conference in April with several others from CTC in reference to House Bill 8</li> <li>◦ House Bill 8 changes the way funding is provided to the College – it will now be based on Completion of Programs by students</li> <li>◦ We are going to working on integrating some smaller certificate programs into our degree programs to meet the needs of the local workforce</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Discuss Summer 2024 classes and low enrollment <ul style="list-style-type: none"> <li>○ All the Face to Face classes for Summer 2024 were cancelled due to low enrollment – of the 6 classes scheduled, there were only 11 enrollments</li> <li>○ All the Online classes starting June 3 have made, the trend seems to be favoring the online options</li> </ul> </li> <li>• Discuss tuition increase for Fall 2024 <ul style="list-style-type: none"> <li>○ CTC has approved a tuition increase for the Fall of 2024, raising it to \$120.00 per credit hour</li> </ul> </li> </ul>
Curriculum Decisions:	N/A
Other:	N/A

<b>CHAIRPERSON SIGNATURE (or designee):</b> Kelley Jenks	<b>DATE:</b> 6/4/2024	<b>NEXT MEETING:</b> November 6, 2024
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