



MORENO VALLEY COLLEGE



Riverside Community College District – Administration of Justice

Joint Program Advisory Committee Meeting – Spring 2022

Friday, May 13, 2022 12:00pm-2:00pm

Hosted by Riverside City College
Ben Clark Training Center (Room 111)

Attendance:	Professor Nancy Aguirre	Moreno Valley College
	Dr. Charles Wilhite	Moreno Valley College
	Dr. Sigrid Williams	Norco College
	Dr. Melissa Matuszak	Riverside City College
	Lorie Nicholson	Riverside County Probation
	Professor Jayne Reid	RCC Faculty
	Lt. Val Graham (Ret.)	Riverside PD/RCC Faculty
	Lt. Robert Miles (Ret.)	Los Angeles PD/RCC Faculty
	Monishia Miller	Norco College Faculty
	Kimberly Gonzalez	Riverside County Probation
	Natali Romero-Ambriz	Riverside County Probation
	Dean Phil Rawlings	Moreno Valley College
	Lt. Jim Welker	Riverside County Sheriff's Department
	Lt. Brian Wolfe	Riverside County Sheriff's Department
	Paula Barrera Partida	Norco College

- I. Meeting Began at 12:15pm
- II. Introductions
 - a. Discussion went around the table as attendees introduced themselves and the agencies they represented.
- III. Norco College Presentation
 - a. Dr. Williams stated Norco has a new A.A.S degree comprised of 27 units (including ADJ-1, ADJ-2, ADJ-3, ADJ-4, and ADJ-5) and the inclusion of ADJ-9.
 - b. Dr. Williams stated she developed 6 guided pathways programs, including a pathway program for law school, working with the business management program at Norco. A Norco College alumni who graduated recently from UC-Irvine was just accepted to UC-Berkeley Law School.
 - c. Dr. Williams stated Norco will offer three newer ADJ courses: ADJ-24, ADJ-27 and ADJ-31.



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- d. Dr. Williams discussed performance indicators for the program at Norco (71% success rate, 89% retention rate), mentioning an 18% increase in degrees conferred during the 2019-2020 year.
- e. Norco will be offering 18 classes in Fall 2022, with 16 offered in a face-to-face, hybrid, or online option.
- f. Dr. Williams stated Norco is offering “stacked” classes, with an online component integrated into face-to-face classes, so students may have access to the lecture online without having to attend in-person. These may be 8-week courses?
- g. Norco currently has 2 dual enrollment classes – one online cohort through Corona Unified School District and ADJ-9 is being offered through Norco’s program with CDCR in the prison in Norco.
- h. Dr. Williams stated that local politicians contacted her to ask about Norco offering CERT (community emergency response team) programming. Dr. Williams stated she wrote a curriculum, utilizing FEMA frameworks, for a non-credit program that was approved last month by the Board of Trustees.
 - i. The program is self-sustaining and free (the program received grants for financial support).
 - ii. The program has two program managers, Justin Czerniak, who manages “train and retain” programs, and Dr. Williams, who handles “train and release” programs. The goal is for the program to be region-wide to increase number of people trained. Dr. Williams mentioned that after August, she will be a master instructor in CERT, which will result in Norco being able to host more CERT-related courses, such as Train the Trainer.
- i. Dr. Williams asked for input from the committee on Norco offering a non-credit certificate in Emergency Preparedness & Public Safety, including FEMA courses, “Stop the Bleed,” first aid and CPR, and situational crime prevention, among others. Dr. Williams stated the courses would be free and non-credit, but could be considered CEUs. Dr. Williams also mentioned multiple potential names for the certificate (presented on the presentation slide).
 - i. Lorie Nicholson advised she thought the certificate title presented of “Emergency Preparedness in the Community & Workplace” was the best potential title. The committee members were in agreement, with no disagreement.
 - ii. Dean Rawlings asked if Dr. Williams was working with other agencies on the CERT program. Dr. Williams stated they were, including CalFire (other agencies mentioned were not caught in discussion). A brief discussion occurred between Dean Rawlings, Monishia Miller, and Dr. Williams about an existing program and whether it was 20 or 25 hours (no detail or clarification provided).



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- iii. Dean Rawlings asked if Dr. Williams was having difficulty with contacting some individuals, and Dr. Williams advised she knew who to contact if she needs help (Dean Rawlings).
- j. Dr. Williams advised that Norco College had an ADJ Job Fair planned for 2020, but it was delayed due to the pandemic; Norco is planning to offer a Job Fair in Fall 2022 or Spring 2023, with plans to invite as many agencies while keeping it region-specific.
- k. Dr. Williams advised that Norco had 4 brand-new brochures for marketing, purchased with Perkins, that were placed at high schools, on campus, and within the city. Dr. Williams cited her belief the marketing materials were one factor for the growth in Norco's program.
- l. Dr. Williams spoke about Perkins, stating in 2020-2021, the program requested \$74,000 and received \$26,700, another \$13,000 through CARES, and \$33,000 for conferences for Dr. Williams and ADJ faculty, but the pandemic had an impact on some of this. Dr. Williams stated she requested Perkins for 2022-2023 and that request is pending. Dr. Williams advised that, with Perkins, Norco has built a forensics lab within the classroom (STEM 300), including microscopes and fuming chambers. Dr. Williams also mentioned in 2021-2022, they received Strong Workforce and \$45,000 in lottery funds for the CERT program, making it fully self-sustainable.
- m. Dr. Williams stated Norco created an internship with the City of Corona, with 3 students participating, resulting in paid externships extended to the students for 20 hours a week.
- n. Dr. Williams stated that after establishing the internship program, they were contacted by 2 high schools inquiring if students participating in law enforcement Explorer programs would be eligible to receive credit through ADJ-200. Dr. Williams asked for committee feedback on whether high school students, in dual enrollment, should be able to obtain credit through ADJ-200 for participating in Explorer programs.
 - i. Representatives from RCSO spoke about the amount of work and training that high school students in Explorer programs receive. Discussion on the ADJ-200 student learning outcomes in the COR and if Explorer programs would meet the curriculum requirement; agreement that they were very close in relationship.
 - ii. RCSO mentioned they are also developing an explorer program with dispatch; RC Probation advised they do not currently have an explorer program.
 - iii. Lt. Miles asked how students enrolled in ADJ-200, such as the explorer program, would prove their involvement/hours. Dr. Williams stated they would provide that information to faculty. Monishia Miller asked if students in ADJ-200 would have other class work required; Dr. Williams and Dean Rawlings responded no.



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- iv. **ADDENDUM 05.16.22:** *Dr. Williams (by email) states she did not say there is no additional classroom work in ADJ-200, but that there is a faculty member at Norco that will use the ADJ-200 curriculum for the program, but that Dr. Williams would not have any additional work, as there is a faculty member at Norco that handles all work experience courses.*
 - v. Dr. Matuszak advised that yes, students would. ADJ-200 has a curriculum component and any student enrolled in the course would only earn credit for time spent during the semester they were enrolled and that there was a classroom expectation (online, hybrid, in-person) where students would also be completing coursework to earn credit.
 - o. Dr. Williams stated that Norco is “revamping” its schools and that Norco College asked Dr. Williams if ADJ had its own school, like a school of public safety and emergency management. Dr. Williams advised that she told Norco College if the school were to be a school of public safety, it would have to be a school of public safety, emergency management, and law. Dr. Williams then asked the committee for their opinions on Norco College establishing a school of public safety and emergency management to add to the current/existing 4 schools at the college. Norco College is reportedly looking to branch out to 9 schools. Dr. Williams also mentioned this would likely be a 3-to-5 year discussion.
 - i. Dean Rawlings stated there have been recent legislative “moves” to make public safety its own recognized entity, referring to the recent legislative change recognizing dispatchers/telecommunicators as first responders. Dean Rawlings stated his belief that in the future, CTE will remain CTE, but public safety will be recognized as separate from CTE and separate from Social and Behavioral Sciences, resulting in public safety being its own school or campus with its own buildings. Dean Rawlings also mentioned that public safety, as an umbrella, included law enforcement, fire services, and emergency medicine (EMS/paramedics).
 - ii. The example of the South Bay Consortium was mentioned, a collection of 7 colleges sharing resources essentially creating a school of public safety through the pooling of resources.
 - iii. Dr. Williams mentioned a prior state bill proposal that law enforcement officers would need a bachelors degree for certification, which did not pass, but another bill proposal requiring an associate degree. Dean Rawlings reaffirmed his opinion public safety will inevitably be recognized as its own school.
- IV. Moreno Valley College Presentation
- a. Dean Rawlings stated the ADJ Programs are “going really well.” Discussion of the strength of the partnership between RCSO and Moreno Valley College and operation of the 4 academies.
 - b. Dean Rawlings stated future goals were focused on growth in the new programs of Homeland Security and Crime Analysis.



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- c. Dean Rawlings stated that Moreno Valley also established a goal of 1,000 FTEs (Full-Time Enrolled Students) to maintain the Educational Center Status that Moreno Valley College holds through the State Chancellor's Office.
- d. Dr. Wilhite spoke on the Emergency Management and Homeland Security Program. Dr. Wilhite mentioned the growth at Moreno Valley, sharing that when he was an adjunct instructor 10 years ago, only ADJ-1 and ADJ-3 were being offered and now the program has grown significantly.
- e. Dr. Wilhite advised that Moreno Valley is also 1 of only 2 colleges in the Western U.S. (not belonging to the Bureau of Prisons) that has its own jail facility on campus that is fully operational. Dr. Wilhite spoke to the incredible training in the facility, not just for deputies and academic classes, but also students within ADJ courses as well, mentioning the impact on students (such as in ADJ-20) in being able to visually see the operation while learning about correctional theory.
 - i. Dr. Wilhite offered the committee a chance to receive a tour of the jail training platform once the meeting ended, for any interested committee members.
- f. Dr. Wilhite spoke about the new Emergency Management and Homeland Security program he was hired to create, mentioning the focus on integrating law enforcement, fire, and EMS in the education and training.
- g. Dr. Wilhite spoke to the application of the program to private industry as well.
- h. Dean Rawlings spoke about Workforce Development, stating that Moreno Valley was working with Riverside County Workforce Development to develop pathways for students in the public safety sector, and expanding it to the modular 3 academy, where students were receiving benefits from Workforce Development while attending the academy.
 - i. Dean Rawlings mentioned that these benefits were for self-sponsored students through the academy, and there are some issues being addressed, as Workforce funding cannot be used for the purchase of firearms or ammunition, so other options are being explored.
- i. Dr. Wilhite stated that, starting Fall 2022, Moreno Valley will offer certificates and associate degrees in Emergency Management and Homeland Security, and that the degrees and certifications will have concentrations/emphases, including concentrations in law enforcement, fire, and EMS. Dr. Wilhite also stated he has partnered with the Computer Information Systems (CIS) program at Moreno Valley to offer a concentration in cybersecurity as well.
- j. Professor Aguirre spoke about the Crime and Intelligence Analysis program, providing a brief background on the implementation of crime analysis in law enforcement agencies since 9/11. Professor Aguirre spoke to the responsibilities of the profession, including data collection, crime forecasting, identifying patterns and trends, identifying suspects or persons of interest, building criminal intelligence, and providing investigative and intelligence support to various law enforcement groups (gang task forces, narcotics work, trafficking work, etc.).



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- k. Professor Aguirre advised many law enforcement agencies will hire students with an associate's degree in analysis, but students are encouraged to increase employability options by pursuing a bachelor's degree, mentioning the crime analysis undergraduate programs at CSU San Bernardino and CSU Long Beach in particular.
 - i. Professor Aguirre also spoke to the value of the program in private industry as well, remarking that Disney, Universal Studios, Target, and Amazon, among others, have intel analysts as well.
 - ii. Professor Aguirre stated that the program has a partnership with RCSO, and students will fulfill an internship with the Crime Analysis Unit at RCSO, and partnerships are also available with the Corona Police Department and the Redlands Police Department.
 - l. Professor Aguirre stated that herself and Dr. Wilhite had future plans to eventually have a Fusion Center on campus, where analysts would train alongside law enforcement, EMS, fire, and homeland security.
 - m. Dr. Wilhite also mentioned the partnership between Moreno Valley's programs at local industries, including ESRI and ArcGIS, so students are learning on the programs used within the industry. Dr. Wilhite then mentioned that Moreno Valley is 1 of 2 community colleges in the United States authorized and licensed to use and teach the WebEOC software program, so homeland security students receive the same industry standard training.
 - n. Professor Aguirre advised the committee that a marketing flyer on MVC's programs, along with the contact information for Professor Paine, herself, and Dr. Wilhite, was in the hand-outs provided in the meeting.
- V. Riverside City College Presentation
- a. Dr. Matuszak advised the committee that RCC would be hosting a Celebration of Life and Legacy for Dr. Oliver Thompson on campus on Thursday, May 26th at 4:30pm, with a reception to follow. Committee members were invited, and campus pandemic-response requirements were mentioned.
 - b. Dr. Matuszak spoke about the Criminalistics Learning Laboratory, which has significant facility and financial needs, but currently operates in QD16, and that in the past few years grant monies and Workforce Development/Perkins funding has allowed the lab to purchase cutting edge industry-specific equipment, including being the first community college in California to purchase a 360-degree FARO Scene Scanner and FARO Handheld.
 - c. Dr. Matuszak advised that the ADJ program at RCC has 5 lab courses at this time (ADJ-12, ADJ-13, ADJ-14, ADJ-27, and ADJ-31) and that the Criminalistics Learning Laboratory now allows for students in these courses to learn specific industry-standard skills and technical knowledge, with the presentation showing a table identifying the basic 114 skills students completing the labs will have successfully demonstrated proficiency in.



MORENO VALLEY COLLEGE

NORCO
COLLEGE

- d. Dr. Matuszak advised that on her website, the ADJ program now has accessible resources provided to all students for wraparound support and learning, as students often lose access to resources in Canvas after course completion. This includes a case law database specific to ADJ courses (along with free and library-support legal resources for student research), one-page handouts of Constitutional and Criminal procedure and Rules of Evidence, among others.
- e. Dr. Matuszak also advised the website also includes a Career Preparedness section, where students will be able to explore the many options available in the field.
 - i. Lorie Nicholson mentioned that many people “find” themselves in Probation but may not have intended to end up there, as many students may be unaware of the profession. Other committee members affirmed that many students may not know of all the opportunities available in the field.
 - ii. Dr. Matuszak agreed, and advised that resources and videos are being created for the website to allow students to explore the wide variety of professions, and that if any agency had existing recruitment videos that they would be willing to share, those videos could be embedded on the website as well.
- f. Dr. Matuszak advised that the ADJ program (under the umbrella of Behavioral Sciences) is receiving a new Chair, Dr. Eduardo Perez, in June, as Dr. Jami Brown will be stepping down.
- g. Dr. Matuszak advised that she met with Drs. Brown and Perez to establish a formal agreement on a guaranteed schedule for ADJ classes at RCC, provided to all pertinent parties, on when classes would be offered (which semester), and the master schedule would assist students in planning their courses to ensure on-time graduation, as well as ensuring associate degree student and ADT students would complete on time (in respect to ADJ courses), but also ensuring all certificate students would complete their certificates in 9-12 months.
- h. Dr. Matuszak advised that RCC now has four certificate programs, all state approved: Corrections, Investigative Technician, Digital Forensic Investigations, and Crime Scene Investigation.
- i. Dr. Matuszak advised that an item on the agenda for RCC – discussion of a certificate proposal in security studies – will not be discussed and moved to the Fall 2022 advisory meeting due to limited time in the meeting.
- j. Dr. Matuszak spoke about the Internship Program, advising there are four current internship partnerships (RCSO, RCDA, RC Probation, TacMobility), two that are in contract review, and four that are currently in introductory stages of contract negotiation, with more planned.
 - i. Dean Rawlings inquired as to why the RCSO Internship was listed as being paused; Dr. Matuszak advised that the internship was paused over the



MORENO VALLEY COLLEGE

NORCO
COLLEGE

pandemic, and currently is looking for a new point-of-contact, as the existing MOU has expired and needs renewal and discussion.

- VI. Forensics Yard – Permanent Crime Scene Center
 - a. Dr. Matuszak advised that this item on the agenda (between RCC/MVC) – will not be discussed and moved to Fall 2022 advisory meeting due to limited time in the meeting.
- VII. Curriculum
 - a. Norco College Curriculum
 - i. Dr. Williams stated there were no changes or votes needed.
 - b. Moreno Valley Curriculum
 - i. Professor Aguirre stated there were no changes or votes needed.
 - c. Riverside City College Curriculum
 - i. Dr. Matuszak advised that she wanted discussion and a vote on excluded 2 courses from the RCC catalog: ADJ-15 and ADJ-19. She advised that ADJ-15 was a course that was more appropriately seen at an upper undergraduate level (as viewed through CSU/UC review) and that it was not a required course for any current program offerings. Similarly, she wrote ADJ-19 to fill a gap in the curriculum as there was no policing-specific course (ADJ-6 Patrol Procedures was more specific to tactical/academy training). However, multiple ADJ courses cover policing (theory and practice) and streamlining the existing catalog would be accomplished by excluding the two courses from RCC, also in preparation for future planned offerings.
 - ii. Dr. Matuszak asked for a vote on excluding ADJ-15 from the RCC Catalog: All in favor, none opposed. (15 Yes/0 No).
 - iii. Dr. Matuszak asked for a vote on excluding ADJ-19 from the RCC Catalog: All in favor, none opposed. (15 Yes/0 No).
- VIII. Dr. Matuszak thanked all attendees for being present and for their expertise and feedback, echoed by all RCC/MVC/Norco faculty present.
- IX. Dr. Matuszak advised that the next advisory committee meeting would be held in Fall 2022 by Moreno Valley College; Professor Aguirre and Dr. Wilhite advised the date/time would be scheduled and sent to all committee members once the date was selected.
- X. Meeting Called to End 2:03pm

Votes Taken: Exclusion of ADJ-15 at RCC (15 Yes/0 No)
Exclusion of ADJ-19 at RCC (15 Yes/0 No)



MORENO VALLEY COLLEGE

NORCO
COLLEGE

Minutes: M. Matuszak
05.14.22