

**ST. PETERSBURG COLLEGE**  
**College of Public Safety Administration Advisory Committee**  
**September 13, 2011**

**Attendees: Dorene Thomas (Chair), Lisa Wentz, Sally Bishop, James Angle, Michael Cooksey, Jill Dileanis, David Romine, Steve Knight, Christopher Groff**

**SPC Staff: Brian Frank, Gary Graham, Anna Goree, Christine Pribyl, Carol Rasor, Tracy Garrett, Michael Hughes, Angel Bates, Shirley Johnson, Ken Afienko, Geoff Brown, Charles Crowther, Kevin Thomas**

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action</b>
<b>Introductions/Pledge</b>	Members and staff introduced themselves. New members Steven Knight and Michael Cooksey were welcomed.	Pledge of Allegiance
<b>Enrollment/Growth of Programs</b>	In 2010-11, a total of 241 courses were offered with a total enrollment of 5914. Crime Scene and Criminal Justice have remained steady; Emergency Management is up slightly; Fire Science is down slightly; upper division PSA has experienced tremendous growth. The average age of a student in these programs is 33.	None taken
<b>COPS Camp Summer 2011</b>	Camp was held over a 2-week period with approximately two dozen students participating each week. The camp teaches physical and biological science through hands-on lab experiments using critical thinking skills to piece together elements of a crime scene. Public safety professionals from the community presented their areas of expertise including K-9, cyber-security, fire safety, personal safety, and fingerprint and blood analysis. The students also analyzed gunshot residue after a demonstration at SPC's gun range.	Staff shared marketing materials with those present.
<b>Digital Forensics Update</b>	Kevin Thomas is now a certified AccessData (FTK3) Trainer for digital forensics. Credit classes in this newly approved AS degree will begin in spring. Non-credit classes will also be offered using FTK3 as well as Encase software.	The department plans to train other instructors in the software so that they are also certified.
<b>Fire Science/Emergency Management</b>	The Florida State Fire College is currently not allowing SPC to offer several arson classes in an online format. These classes equal 150 enrollments/year and will result in a \$350,000 loss to SPC if not offered.  Emergency Management classes have been revamped, eliminating redundant curriculum and updating other classes. As a result, enrollment has begun to increase effective Fall term.	Staff continues to meet with Fire College officials to work out a solution.
<b>PSA Curriculum Revamping</b>	Program graduates who have been in the workforce were asked for input on ways to make the PSA curriculum more relevant and helpful in their career: incorporate ICS classes as an elective, phase out Contemporary Issues and replace with a Conflict Resolution class, divide the 16 week Capstone Class into two 8 week classes (the first 8 weeks would be what is now covered in Program Planning & Evaluation).  The current Fire Science/Emergency Management track will be divided into two separate tracks: 1) Fire Science, and 2) Emergency Management/Homeland Security.	These recommendations are currently being incorporated into the curriculum for future approval by the curriculum committee.

<p><b>Program Challenges: Recruiting &amp; Marketing</b></p>	<p>Recruiting – SPC has hired a recruiter to concentrate on the lower division. SPC has been working with STEM groups (Science, Technology, and Engineering &amp; Math) from Pinellas County schools to make these students aware of what SPC has to offer. In addition, Pinellas Park High School magnet program will be having a field trip to the Allstate Center.</p> <p>Tracy Garrett shared upcoming Public Safety marketing initiatives including SPC Expo (Nov.), Florida Fire Fest, Florida Police Chiefs Association, Fire Rescue East, etc. New brochures for the program are also being developed.</p> <p>Both fire and police committee members stated that they are having ongoing issues with employees taking classes through non-accredited colleges and then asking for reimbursement or sitting for promotional exams. They recommended SPC’s marketing materials emphasize the college’s accreditation through SACS.</p>	<p>The emphasis on accreditation will be taken back to the marketing department.</p>
<p><b>Program Challenges: Student Tracking</b></p>	<p>The new SPC administration has pushed onto the individual campuses and sites more responsibility in the areas of Student Affairs and tracking who our students are which is a data-driven ongoing project. Much of the challenge lies in that courses are shared by AA students, Fire Science students being ‘non-degree’ etc. Another challenge is monitoring students who are using the system for Financial Aid purposes by not completing any program but continuing to take classes and being reimbursed.</p>	<p>New tracking procedures will follow upper division students as they enter the program. They will be assigned to one faculty member in addition to the Baccalaureate Specialist in order to ascertain if students are satisfactorily progressing through the program.</p>
<p><b>Open Discussions</b></p>	<p>Sally Bishop stated that the Governor’s Hurricane Conference would like to partner with SPC for students to attend next May. In addition, Pinellas Co. Emergency Management needs student interns for project work. Upcoming projects include planning for the Republican National Convention in 2012.</p> <p>Jill Dileanis informed members that the First Responders program at Pinellas Park High School has started its third year with 51 new students. Next year the seniors will be in dual enrollment classes.</p>	<p>SPC is currently working on an internship class for credit.</p>
<p><b>Joint Fall Advisory Committee Meeting</b></p>	<p>SPC will be hosting a Joint Advisory Committee meeting at the Seminole Campus in November. The Public Safety Administration committee is scheduled for 9:00 a.m. on Nov. 4, 2011. Breakfast will be served, and breakout rooms will be available at 10:00 a.m. Invitations will be emailed starting October 1, 2011.</p>	<p>None taken</p>
<p><b>Spring Meeting</b></p>	<p>Possible committee meeting dates were discussed. Meeting time will remain at 9:00 a.m. 2/14/12 was selected.</p>	<p>Tuesday, Feb. 14, 2012</p>