

Training Coordinator's Report Hill College Police Academy

October 24, 2025



Purpose

This report¹ is for use in advisory board meetings and comports with the board responsibilities listed in item “k” below. The topics of these reports include 1) details of past quarter/year training; 2) new topics or legislation impacting training; 3) training mandate information; 4) new courses proposed for coming year; and, summary of training policy issues. When the advisory board approves this report, they have acted upon the items in the report.



Board Responsibilities

(h) A board is generally responsible for advising on the development of curricula and any other related duty that may be required by the commission.

(i) The board must, as specific duties:

- (1) discharge its responsibilities and otherwise comply with commission rules;
- (2) set policies and procedures for the academy with the consent of the chief administrator;
- (3) advise on the need to study, evaluate, and identify specific training needs;
- (4) advise on the determination of the types, frequency, and location of courses to be offered;
- (5) advise on the establishment of the standards for admission, prerequisites, minimum and maximum class size, attendance, and retention; and
- (6) advise on the order of preference among employees or prospective appointees of the sponsoring organization and other persons, if any.

(j) No person may be admitted to a training course without meeting the admission standards. The admission standards for licensing courses must be available for review by the commission upon request.

(k) A board may, when discharging its responsibilities, request that a report be made or some other information be provided to them by a training or course coordinator.



Advisory Board Verification and Eligibility

Advisory Board members are reminded that if their answers to any of the following questions change from those initially provided on the TCOLE eligibility form they should notify the training coordinator.

- a. Are you or your spouse licensed by an occupational regulatory agency in the field of law enforcement?
- b. Are you or your spouse employed by or participate in the management of a business entity or other organization regulated by the commission or that receives funds from TCOLE?
- c. Do you, or your spouse, own or control, directly or indirectly, more than 10 percent interest in a business entity or other organization regulated by TCOLE or receive funds from TCOLE?
- d. Do you, or your spouse, receive a substantial amount of tangible goods, services, or funds from TCOLE, other than compensation or reimbursement authorized by law for commission membership, attendance, or expenses?
- e. Are you or your spouse an officer, employee, or paid consultant of a law enforcement labor union?

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General Updates

Program Overview

- Both day and evening programs continue to operate successfully under the TCOLE 736 curriculum.
- The academy maintains its hands-on instructional model, built on the Autonomy, Relevance, and Practical Application (ARPA) framework.
- Cadets begin hands-on skills training on day one, continuing through graduation.
- The program has maintained an excellent safety record — no significant injuries since reimplementation in 2018.

Tuition and Agency Accessibility

- The academy has taken steps to make training more affordable for local agencies.
- Tuition for agency-sponsored cadets is now \$1,500, making Hill College one of the most cost-effective academies in the region.
- This tuition rate is nearly half the cost of many comparable programs, including several COG and municipal academies, positioning Hill College as a leader in affordable, high-quality police training.

Campus Operations & Agency Participation

- Day operations have transitioned to the Burleson campus, which is seeing increased agency participation.
- The current academy class includes cadets sponsored by:
 - Mansfield Police Department
 - Lewisville Police Department
 - Erath County Sheriff's Office
- Future participation commitments include:
 - Burleson Police Department (sending cadets to the January 2026 class)
 - Waxahachie Police Department (sending 3–4 cadets)
- Continued outreach to local agencies has strengthened partnerships and increased awareness of our program offerings.

Instructional Enhancements & Study Resources

- Cadets continue to benefit from expanded digital learning resources, including:
 - YouTube instructional channel
 - Online practice exams
 - Quizlet and Kahoot interactive review platforms
 - Custom Hill College study worksheets designed to reinforce testable objectives
- The integration of AI-based learning tools has shown measurable improvement in cadet performance:
 - The AI model provides interactive scenarios where students can ask clarifying questions.
 - Cadets then draft reports based on the scenario and receive automated feedback on accuracy, clarity, and grammar.
 - This tool has led to dramatic improvements in report-writing skills and comprehension of real-world applications.

Professional Recognition & Conference Participation

- At the recent TCOLE Training Coordinators Conference, Michael Hughes and Walt Bauer were selected to present on the Autonomy, Relevance, and Practical Application (ARPA) model.
- The presentation was well-received by several hundred coordinators statewide, generating strong positive feedback and professional interest.
- Of note, the ARPA framework has been adopted by Sul Ross University's Police Academy in Alpine, Texas, demonstrating the growing influence and credibility of Hill College's instructional design model.

Future Program Development

- Discussion is underway regarding a potential transition course for out-of-state officers relocating to Texas, which would prepare them for the state licensing examination.
- A potential partnership with the Johnson County Sheriff's Office for an evening police academy program remains on hold pending legal review:
 - Sheriff King and the county attorneys are currently reviewing liability provisions in the draft Memorandum of Agreement (MOA) with Hill College.

Professional Development & Compliance Updates

- The coordinator attended the TCOLE Training Coordinators Conference and gathered updates on upcoming TCOLE rule changes.
- Within the next few years, physical and psychological evaluations will be required for training coordinators not currently employed by an agency.
- There remains uncertainty as to whether retired officers will fall under this new requirement.
- The academy will monitor developments closely and prepare for compliance well ahead of implementation.

Summary

The Hill College Police Academy continues to excel in affordability, innovation, and instructional quality. Through our ARPA-based hands-on learning model, continued use of modern technology, and strong partnerships with local agencies, the program remains a regional leader in professional law enforcement education. Our continued commitment to accessibility, safety, and excellence reflects Hill College's broader mission of developing capable, ethical, and well-prepared peace officers for the communities we serve.



Training Needs²

We continue to offer general in-service topics. We have offered several instructor development courses and crime scene investigations. New Supervisor has returned to being a classroom only class, so we will put it back in as one of our offerings.

As noted in the first section of this report, part of the board's role is to advise on the need to study, evaluate, and identify specific training needs. Are there any suggestions related to training we should offer?



Board Action Request

The coordinator respectfully recommends reducing the current Training Advisory Board membership standard from fifteen (15) members to a more manageable total of nine (9).

Over time, several board members have relocated, changed professional roles, or become less active, making it increasingly difficult to maintain the full fifteen-member roster. Additionally, recruiting and retaining qualified non-sworn (civilian) members who meet the Texas Commission on Law Enforcement (TCOLE) training and participation requirements has proven challenging.

A revised composition of nine (9) members — six (6) sworn and three (3) non-sworn — would preserve the required one-third civilian representation ratio established by TCOLE, while allowing the board to remain responsive and effective. Although reducing total membership could theoretically affect quorum requirements, most current members are active and regularly attend meetings, so quorum issues are not anticipated.

This adjustment would ensure continued compliance with TCOLE standards, streamline board operations, and better reflect the active engagement level of current members.



Approval Request³

Board reduction size as outlined above.



Next Meeting

We will plan a meeting for spring.



Approval Request⁴

The board's approval of this report is requested. Modification can be noted below. If a modification is made, that item should be voted on separately. If no modifications are necessary, a single approval would apply to the following items:



1. General approval of the contents of this report.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael Hughes", with a long horizontal line extending to the right.

Michael Hughes
Training Coordinator

NOTES/MODIFICATIONS (IF ANY):
