



HILL COLLEGE POLICE ACADEMY

Training Advisory Board Meeting Minutes October 24, 2025

On October 24, 2025, at 2:00 p.m., a meeting of the Hill College Police Academy Advisory Board was held at the Burleson Higher Education Center, 517 SW Johnson Road, Burleson, Texas. Chair (Chief Robert Severance) was present. Vice-Chair (Chief Tony Cain) was not present. Minutes from the previous meeting were distributed for reading by all board members.

Board members attending were Chief Billy Cordell; Sheriff Adam King; Miss Tina Lincoln; Arthur Mann; Greg Mason; and Judge Frank “Bob” McGregor. Board members not in attendance were Chief Tony Cain; Eunice Williams; and Melissa Carr.

Representative from Hill College attending was Mr. Michael Hughes (Director/Police Academy Coordinator).

Agenda item # 1, Call to order

Chair Robert Severance called the meeting to order at 2:00 p.m. A quorum was present, with 7 members attending.

The meeting began with reciting of the Pledge of Allegiance, followed by an invocation.

Agenda item # 2, Approval of minutes from November meeting.

Chair Robert Severance asked for a motion to approve the minutes. Sheriff Adam King made a motion for approval. Tina Lincoln seconded the motion. The motion passed unanimously.

Agenda item # 3 & 4, Review and approval of Training Coordinator’s Report.

Mr. Mike Hughes reviewed the Training Coordinator’s Report with the Board. The following items were discussed:

1. Both day and evening programs continue to operate successfully under the 736-hour TCOLE curriculum.
2. The academy continues its hands-on instructional model built on the Autonomy, Relevance, and Practical Application (ARPA) framework.
3. Tuition for agency-sponsored cadets has been adjusted to \$1,500, positioning Hill College as one of the most affordable academies in the region.
4. Day operations at the Burleson campus continue to see increased agency participation.
5. Cadets continue to benefit from expanded digital resources including YouTube instructional content, Quizlet, Kahoot, custom worksheets, and AI-based report-writing tools that provide automated feedback.
6. The ARPA instructional model was presented at the TCOLE Training Coordinators Conference and was well received.

7. Discussion is underway regarding a potential transition course for out-of-state officers relocating to Texas.
8. Updates were provided regarding anticipated TCOLE compliance changes affecting training coordinators.
9. In-service offerings continue, and the New Supervisor course has returned to a classroom-only format.

Board Member Tina Lincoln commented that the academy should consider offering the Mental Health Peace Officer class and the Crisis Intervention class again as in-service training offerings.

Agenda item # 4, Adjustment of Board Size

Mr. Hughes presented a recommendation to reduce the Advisory Board membership from fifteen (15) members to nine (9) members, consisting of six sworn members and three civilian members, in order to maintain compliance while improving operational effectiveness.

Tina Lincoln made a motion for approval of the revised board composition. Chief Billy Cordell seconded the motion. The motion passed unanimously.

Approval of the Training Coordinator's Report was then requested. Chief Billy Cordell made a motion to approve the contents of the Training Coordinator's Report and all recommendations contained therein. Judge Frank "Bob" McGregor seconded the motion. All approvals were by unanimous vote.

A copy of the coordinator's report is attached hereto and provides full details. Each board member was provided a copy.

Approved items:

1. Approval of adjusting board size.
2. General approval of the contents of the Training Coordinator's Report.

Agenda item # 5 and # 6, Public Comment and Adjournment

Chief Billy Cordell made a motion to adjourn. Judge Frank "Bob" McGregor seconded the motion. The motion passed unanimously.

Business was concluded at 2:21 p.m. There were no public members present so there were no comments. Chair Severance adjourned the meeting.



Chief Robert Severance, Chair
RS/mh