

Program Review Comprehensive Report

Program Review - Instructional: Administration of Justice

Supplemental Reports and Attachments

2014 - 2017

Comments or Notes: NCB ENTERED

Attachments:

[2014-17_ADMIN_JUSTICE_PLO_INSTRUCTIONAL.pdf](#)

[2014-17_ADMIN_JUSTICE_SLO_DISCIPLINE.pdf](#)

[2014-17_INSTRUCTION_ADMIN_OF_JUSTICE_ResourceRequests.xlsx](#)

[2014_17_ADMINJustice_CurriculumRPT.pdf](#)

[2014_17_ADMINJustice_SuccessEfficiencyRetentionRPT.pdf](#)

Program Trends and Updates

2018 - 2021

Program Update Section

Has your unit shifted departments in the PAST 4 years?: No.

Do you anticipate your unit will shift departments in the NEXT 4 years?: No.

New certificates programs created by your unit in the PAST 4 years?: Yes. Reinstatement of a Crime Scene Investigation Certificate program.

New certificate programs anticipated by your unit in the NEXT 4 years?: Yes. We are envisioning a partnership certificate with local law enforcement and local high schools. New full-time faculty in ADJ is investigating through discipline advisory boards what programs and certificates should be offered for this industry.

Substantial modifications made to certificates/degrees in the PAST 4 years.: Changes in the CSI certificate was modified to include less enforcement and more investigation.

Substantial modifications anticipated to certificates/degrees in the NEXT 4 years.: Yes. Dependent upon the input from industry professionals and advisers, there may be substantial modifications which would include class inclusions, new certificates and modifications of current ADT and CSI certificate. Administration of Justice is undergoing dramatic changes at all levels of government, for example, the Bureau of Labor Statistics outlines that more than 12,400 jobs will become available in this state by 2026. This creates an overwhelming need to educate, train and professionally develop students that want to enter into a career in public safety. There are currently thousands of positions available in law enforcement, the legal field, corrections, probation, parole, juvenile justice, crime scene investigation, and forensics.

Activities in other units that impacted your unit in the PAST 4 years.: This program was inactive and not offered for a period of time because of other programs that were instituted because of grants within other disciplines.

Activities in other units that impacted your unit in the NEXT 4 years.: With dual enrollment, prison partnerships, and veterans programs, this will require additional courses, faculty, and instructional resources to meet the demands of the college and students enrolled in ADJ classes.

Previous Program Review Resource Requests

Resource Requests Received: A new full-time faculty member was hired to build the ADJ program.

How did the resources received impact student learning?: Additional classes have been offered which has allowed more students to enroll in the discipline to meet the ADT and lead others to earn their CSI certificate. Classes increased from two offerings to 5 offerings in the Fall and Spring, one class during winter session. Five classes have had their SLO's assessed and another three classes will have their SLO's assessed after the spring semester.

If you requested resources but did not receive them, how did that impact student learning?: Nothing was requested other

than full time faculty.

Program Data Highlights Section

COR Review: Major modifications were completed in Spring 2018 on ADJ-2, ADJ-3, ADJ-8, ADJ-9, ADJ-13, ADJ-14 and ADJ-20. Major modifications included updating textbooks and including course objectives to meet Title V requirements. ADJ-? (7) Introduction to Policing will be added to eventually replace ADJ-6 Patrol Procedures. The course will fit better within the ADT. The ADJ discipline representatives at all three colleges agreed to the modifications. C-ID was checked to ensure that the modifications would not affect the current certificates or degrees. ADJ-1 major modification was re-launched in April, 2018.

Program Metric Highlights: The overall retention rates of ADJ are very high (90.7%) and approx. 3% above the college's average retention rates of 86.3%.

Program Goal: Strengthen the academic, career and technical skills of students participating in the ADJ program

Administration of Justice is undergoing dramatic changes at all levels of government, for example, the Bureau of Labor Statistics outlines that more than 12,400 jobs will become available in this state by 2026. This creates an overwhelming need to educate, train and professionally develop students that want to enter into a career in public safety. There are currently thousands of positions available in law enforcement, the legal field, corrections, probation, parole, juvenile justice, crime scene investigation, and forensics. With Norco College's prison partnership, our ADT, and Certificate program in Crime Scene Investigation, it is imperative that our program grow at Norco College which will require additional course sections. Courses will need to be offered in the mornings and in the evenings to accommodate student schedules. Additional part-time faculty will also need to be hired.

Goal Status: In Progress

Goal Year(s): 2018 - 2021

Start Date: 04/01/2018

Completion Date: 06/30/2021

How do your goals support the Educational Master Plan?: The growth of the program will attract more students into the field of criminal justice. It will also help the expansion of offerings to more students. These offerings would include online courses offered online, at night or during the day format. A wider net of opportunity should hopefully increase the number of students enrolling and completing courses in a faster time line to increase a better transfer rates and certificate completion.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 1 Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher), Goal 1 Objective 2: Improve transfer rate by 10% over 5 years.

Activities

2018 - 2019 - Create a rotation schedule that will clearly show the number of sections needed in ADJ to support a day and night cohort in completing the ADJ ADT in two years and CSI certificate in 8-9 months. (Active)

Lead: Dr. Sigrid Williams

Program Goal: Assess all SLO/PLO's by 2020

To assess all student learning outcomes and program learning outcomes by 2020.

Goal Status: In Progress

Goal Year(s): 2018 - 2021

Start Date: 08/22/2017

Completion Date: 02/17/2020

How do your goals support the Educational Master Plan?: To ensure students have attained the necessary skills to transfer, all SLO's and PLO's must be assessed in order to identify areas of growth and development in each course.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 1 Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher).

Activities

2018 - 2019 - To follow the existing spreadsheet already created of current SLO's and PLO's. To help part-time faculty assess their courses and student learning. (Active)

Lead: Dr. Sigrid Williams

Program Goal: Dual Enrollment

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Monitor the effectiveness of Dual Enrollment programs in ADJ.

Goal Status: In Progress

Goal Year(s): 2018 - 2021

Start Date: 02/01/2018

Completion Date: 06/01/2020

How do your goals support the Educational Master Plan?: Offering dual enrollment classes at the high school prepare students to enroll and continue their education at Norco College and complete a certificate program or ADT in a timely manner. Monitoring the effectiveness of these programs will ensure success in the ADJ program.

This Program Goal Supports the selected EMP Goal(s) and Objective(s): Goal 1 Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher).

Activities

2018 - 2019 - Collaborate with the Dean of Institutional Effectiveness Office to track success retention at ERHS. To compare assignment scores at ERHS verses Norco College campus classes. (Active)

Lead: Dr. Sigrid Williams