

Bakersfield College

Program Review – Annual Update

Program Name: **Administration of Justice AS-T**

Program Type: Instructional Student Affairs Administrative Service Other

Bakersfield College Mission: Bakersfield College provides opportunities for students from diverse economic, cultural, and educational backgrounds to attain Associate and Baccalaureate degrees and certificates, workplace skills, and preparation for transfer. Our rigorous and supportive learning environment fosters students’ abilities to think critically, communicate effectively, and demonstrate competencies and skills in order to engage productively in their communities and the world.

Describe how the program supports the Bakersfield College Mission: The program supports the Bakersfield College mission by promoting transfer to the CSU system.

Program Mission Statement: The Administration of Justice AS-T is designed to promote transfer to the CSU system, as well as to provide students with the academic skills they need to succeed in the criminal justice field.

Instructional Programs only:

A. List the degrees and Certificates of Achievement the program offers: The Criminal Justice program offers an AA degree in Criminal Justice.

B. If your program offers both an A.A. and an A.S. degree in the same subject, please explain the rationale for offering both and the difference between the two.

C. If your program offers a local degree in addition to the AS-T degree, please explain the rationale for offering both: The Criminal Justice offers an AS-T degree to better assist students who plan to transfer to the CSU system. Prior to future modifications, the AS-T degree does not require more than 4 criminal justice classes. The local AA requires several more classes, including criminal procedure, which is a vital class for future practitioners. Students who complete the local AA generally wish to obtain employment in the criminal justice field immediately upon graduation rather than transferring to a four year college.

Progress on Program Goals:

A. List the program’s current goals. For each goal (minimum of 2 goals), discuss progress and changes. If the program is addressing more than two (2) goals, please duplicate this section. Please provide an action plan for each goal that gives the steps to completing the goal and the timeline.

Program Goal	Which institutional goals from the Bakersfield College Strategic Plan will be advanced upon completion of this goal? (select all that apply)	Progress on goal achievement (choose one)	Status Update – Action Plan
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1. Increase number of students transferring to CSU system	<input checked="" type="checkbox"/> 1: Student Learning <input checked="" type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: <u>10/01/2017</u> (Date)	
2. Achieve comparable or greater success and retention rates as AA degree	<input checked="" type="checkbox"/> 1: Student Learning <input checked="" type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	<input type="checkbox"/> Completed: _____ (Date) <input type="checkbox"/> Revised: _____ (Date) <input checked="" type="checkbox"/> Ongoing: <u>10/01/2017</u> (Date)	

B. List new or revised goals (if applicable)

New/Replacement Program Goal	Which institutional goals will be advanced upon completion of this goal? (select all that apply)	Status Update – Action Plan
Revise requirements for AD-T degree	<input checked="" type="checkbox"/> 1: Student Learning <input checked="" type="checkbox"/> 2: Student Progression and Completion <input type="checkbox"/> 3: Facilities <input type="checkbox"/> 4: Oversight and Accountability <input type="checkbox"/> 5: Leadership and Engagement	The program will be submitting requested changes/updates during the 2017-2018 academic year.

Best Practices:

Programs often do something particularly well; usually they have learned through assessment – sometimes trial and error – what solves a problem or makes their programs work so well. These are often called Best Practices and can help others. Please share the practices your program has found to be effective.

The Program conducts surveys to assess students' career goals and what they hope to learn from the classes both for their education and their future careers. The Program takes students on frequent field trips to adult and juvenile correctional facilities, Kern County Superior Court, and other agencies such as the Kern County Coroner's Office and crime labs. The Program also conducts practical exercises for students such as mock trials, crime scene investigations, and interviewing witnesses and writing reports

Program Analysis:

Take a look at your trend data (all programs should have some form of data that is used to look at changes over time).

1. Please report on any unexpected changes or challenges that your program encountered this cycle: The program has not had any unexpected changes or challenges during this cycle.
2. How does your trend data impact your decision making process for your program? Trend data shows that an increasing number of students are declaring Administration of Justice as a major. Due to this growth, the program plans to modify the degree to better serve student success.
3. Were there any changes to student success and retention for face-to-face, as well as online/distance courses? Both student success and retention percentages slightly increased from the previous cycle.
4. Were there any changes to student demographics (age, gender, or ethnicity) for the past cycle? No significant changes to student demographics from the previous cycle were noted.

Resource Request and Analysis:

Resource Request		If Fulfilled, Discuss How Previous Year's Requests Impact Program Effectiveness?
Positions: <i>Discuss the impact new and/or replacement faculty and/or staff had on your program's effectiveness.</i>	<input type="checkbox"/> 1: Classified Staff <input type="checkbox"/> 2: Faculty	
Professional Development: <i>Describe briefly, the effectiveness of the professional development your program has been engaged in (either providing or attending) during the last cycle</i>	<input checked="" type="checkbox"/> 1: Provided Professional Development <input type="checkbox"/> 2: Attended Professional Development	Prof. Pat Smith continues to provide faculty training for teaching in prisons as a requirement prior to participating in the Inmate Scholar's Program.

<p>Facilities: <i>If your program received a building remodel or renovation, additional furniture or beyond routine maintenance, please explain how this request or requests impacts your program and helps contribute to student success.</i></p>	<input type="checkbox"/> 1: Space Allocation <input type="checkbox"/> 2: Renovation <input type="checkbox"/> 3: Furniture <input type="checkbox"/> 4: Other <input type="checkbox"/> 5: Beyond Routine Maintenance	
<p>Technology: <i>If your program received technology (audio/visual – projectors, TV’s, document cameras) and computers, how does the technology impact your program and help contribute to student success?</i></p>	<input type="checkbox"/> 1: Replacement Technology <input type="checkbox"/> 2: New Technology <input type="checkbox"/> 3: Software <input type="checkbox"/> 4: Other _____	
Resource Request	Discuss How Effective Request is for Student Success?	
<p>Other Equipment: <i>If your program received equipment that is not considered audio/visual or computer equipment technology, please explain how these resources impact your program and help contribute to student success.</i></p>	<input type="checkbox"/> 1: Replacement <input type="checkbox"/> 2: New <input type="checkbox"/> 3: Other _____	
<p>Budget: <i>Explain how your budget justifications will contribute to increased student success for your program. (Fiscal requests will be submitted by the</i></p>		

faculty chair and/or area administrator.)

Conclusions & Snapshot:

Present any conclusions and findings about the program. This is an opportunity to provide a brief abstract or synopsis of your program's current circumstances and needs. Consider this a snapshot of your program, if someone were to only read this portion of your annual program review. **The Administration of Justice AS-T degree has seen a dramatic increase in the number of majors since it was first offered in 2012-2013 from 75 to 303 in the last cycle. The AS-T degree continues to educate large numbers of students and continues to assist students in their successful efforts to obtain employment in the criminal justice field. Instructors have both academic and practical experience in the field which greatly benefits the students. Trendlines for sections offered, enrollment, FTES, FTEF, and productivity all point strongly upward year after year. The Program has added another tenured-track instructor with .6 assigned time, which helps accommodate the increasing student demand.**