



Program Review Report

Program: Associate of Arts, Criminal Justice and Bachelor of Arts, Integrated Studies
(Emphasis Crime and Justice Studies)

College: Department of Humanities and Social Sciences (HSS)

Review Date: April 29, 2020

Summary:

A program review for the Associate of Arts degree in Criminal Justice and the Bachelor of Arts Integrated Studies in Humanities and Social Sciences (Emphasis on Crime and Justice Studies) was presented to the Program Review Committee by Dr. Tara Lopez, Chair of the Department of Humanities and Social Sciences.

For the Associate degree, the calculated three-year average of declared student enrollment in the program is 18 (headcounts) per semester and the graduation three-year average is 5 students per year. For the Bachelor's degree, the calculated three-year average of declared student enrollment in the program is 35 (headcounts) per semester and the graduation three-year average is 3.5 students per year. This low graduation number reflects the latest low-retention rate which is 33% for two-year fall-to-fall for both programs, while the one-year fall-to-fall of 56% and 68% for the associate and bachelor's, respectively.

The Gray Associate Program Demand software shows a very high student demand for this program and a relatively high job projection. The program had a scorecard with 40 points. Moreover, the Program Analysis Workshop with Gray Associates identified the field of Criminal Justice as medium-priority program for new bachelor program as an standalone program rather than an emphasis option under the Bachelor of Integrative Studies. However, there is an important competition identified for this program in the region.

The program economics based on Gray Associates software shows a contribution margin (including overhead) of \$146,521 for this program during AY 18-19.

The associate degree prepares students for many careers that require reliable and flexible thinking and communication, such as in local and state government, public service, and managerial careers. It will also provide a solid basis for those wishing to pursue advanced degrees in various fields, including psychology, law, and cultural anthropology.

Unfortunately, the program review was unable to demonstrate any student learning outcome assessment done in previous years. Therefore, the committee had no direct evidence of a continuous improvement process or any other academic indicators of student learning outcomes assessment. The program has recently put in place an assessment plan that is currently in implementation and will continue in the next years. Moreover, there is a lack of evidence of frequent class evaluation/observations of faculty teaching for the program.

Finally, the program identified a Strategic Plan that addresses some issues that the faculty of the program has identified as challenges.

Recommendations:

The current strategic plan shows some thoughtful considerations to improve the program and the Council of Chairs recommends that the suggested steps in the plan are followed by the program leadership, although with different deadlines.

The Council of Chairs is concerned with several factors which are mainly the following: a) current lack of a full-time faculty member that is a subject matter expert dedicated to this program; b) lack of mission and vision for this program; c) a current lack of a systematic program-level student learning outcome assessment; and d) lack of an external advisory committee that provides guidance to the leadership of the program.

Therefore, the Council is requesting that a Progress Report due May 31, 2022 be completed by HSS that will address the main concerns. The expectation is that the report will address the following recommendations.

1. Continue with the recruitment process of a full-time faculty member for the program. The faculty liner in this program will eventually need to be a tenure-track position.
2. This faculty will need to provide input and guidance as the subject matter expert to the Department Chair.
3. Starting in Fall 2020, the program needs to have an External Advisory Committee (EAC) with at least one member that represent employers in the region for this program and one participant from a local high school provider.
4. The EAC shall meet at least once per academic year with the faculty of the Criminal Justice program and the meetings need to be documented with minutes and sign-in sheet to show attendance.
5. The faculty in collaboration with the EAC should work together to develop a mission and vision for the program as well as articulated degree or career pathways, reworked student learning outcomes to clearly bring course-level outcomes into alignment with program-level and college-wide outcomes no later than June 2021.
6. The Program must demonstrate, through the Annual Report, significant yearly progress using multiple data sources aggregated with other information to ensure course and program relevance to local needs and industry. All assessment data related to program-level student learning outcomes must be delivered with the Annual Report.
7. No later than June 2020, the Associate and Bachelor Program must achieve course articulation that guarantees that 100% of the courses in the Associate program in CJ transfer to the Bachelor program in Integrated Studies (Crime and Justice Studies Emphasis). From the presentation, it was not clear if this is already happening.
8. Starting in Fall 2020, the Program must implement a class observation system to evaluate the instructors that teach in this program.
9. A program analysis through Gray Associates software should be developed no later than June 30, 2021 to determine if a standalone program is needed to replace the current Emphasis of the Bachelor of Integrative Studies. This analysis should review the possibility of online delivery to help the program to attract more students due to the local competition.