2024 INSTRUCTIONAL ANNUAL PROGRAM PLANNING WORKSHEET

CURRENT YEAR: 2024   **PROGRAM(S): AA IN CRIMINAL JUSTICE & AST IN ADMINISTRATION OF JUSTICE**
CLUSTER: WED   **AREA OF STUDY: CRIMINAL JUSTICE & ADMINISTRATION OF JUSTICE**
LAST YEAR CPPR COMPLETED: 2023 NEXT SCHEDULED CPPR: 2027 CURRENT DATE: 2/14/2024

The Annual Program Planning Worksheet (APPW) is the process for:
- reviewing, analyzing and assessing programs on an annual basis
- documenting relevant program changes, trends, and plans for the upcoming year
- identifying program needs, if any, that will become part of the program's **Resource Plan**, which can be downloaded from this **SharePoint folder**. Please review the **Resource Allocation Rubric** when preparing the resource plan.
- highlighting specific program accomplishments and updates since last year's APPW
- tracking progress on a Program Sustainability Plan if established previously

Note: Degrees and/or certificates for the *same* program *may be consolidated* into one APPW.

This APPW encompasses the following programs of study (degrees and/or certificates):

AA in Criminal Justice & AST in Administration of Justice

General Program Update

There have been no significant changes/updates to the Criminal Justice and Administration of Justice Programs ("Programs") in the last year. The biggest change is on the horizon. The only full-time faculty member is retiring and will not be returning for the Fall 2024 semester. A recruitment is under way with final interviews scheduled for April 2024.

Program Sustainability Plan Update

Was a Program Sustainability Plan established in your program's most recent Comprehensive Program Plan and Review?
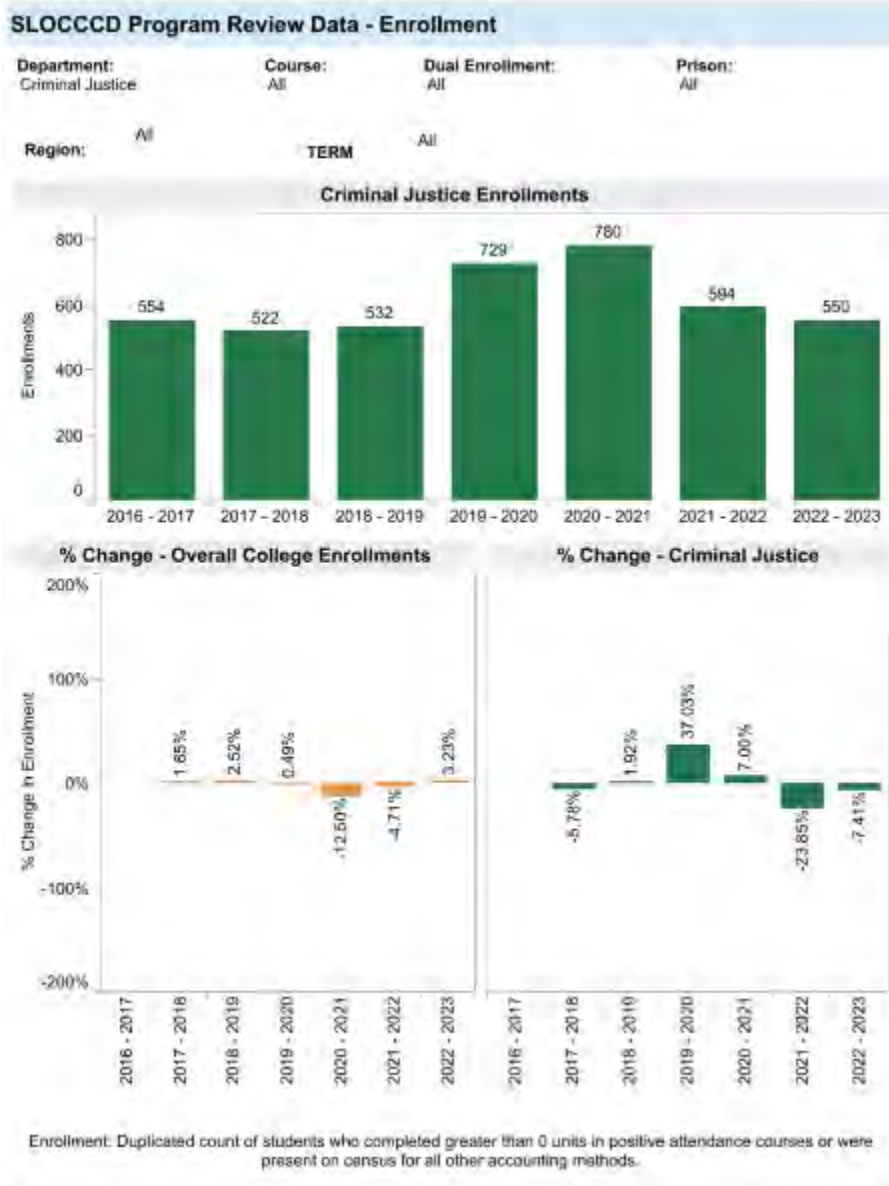
Yes ☐ If yes, please complete the Program Sustainability Plan Progress Report below.
No ☒ If no, you do not need to complete a Progress Report.

If you selected yes, please complete the Program Sustainability Plan Progress Report below after you complete the Data Analysis section. That data collection and analysis will help you to update, if necessary, your Program Sustainability Plan.

Data Analysis and Program-Specific Measurements

A. **General Enrollment**

SLOCCCD Program Review Data - Enrollment

Department:	Course:	Dual Enrollment:	Prison:
Criminal Justice	All	All	All

Region: All   TERM All

Criminal Justice Enrollments

% Change - Overall College Enrollments

% Change - Criminal Justice

Enrollment: Duplicated count of students who completed greater than 0 units in positive attendance courses or were present on census for all other accounting methods.

The Program has seen a 7.4 % decline in enrollment in the years 2022-2023. By contrast, the College has seen a 3.25 % increase. This decline is consistent with the overall trend in industry. The Criminal Justice Advisory Committee members advise that all across the State (and Country) law enforcement agencies are having difficulties filling open positions. They have been spending a great deal of time and resources to figure out how to reverse this trend and attract people back to a career in law enforcement.
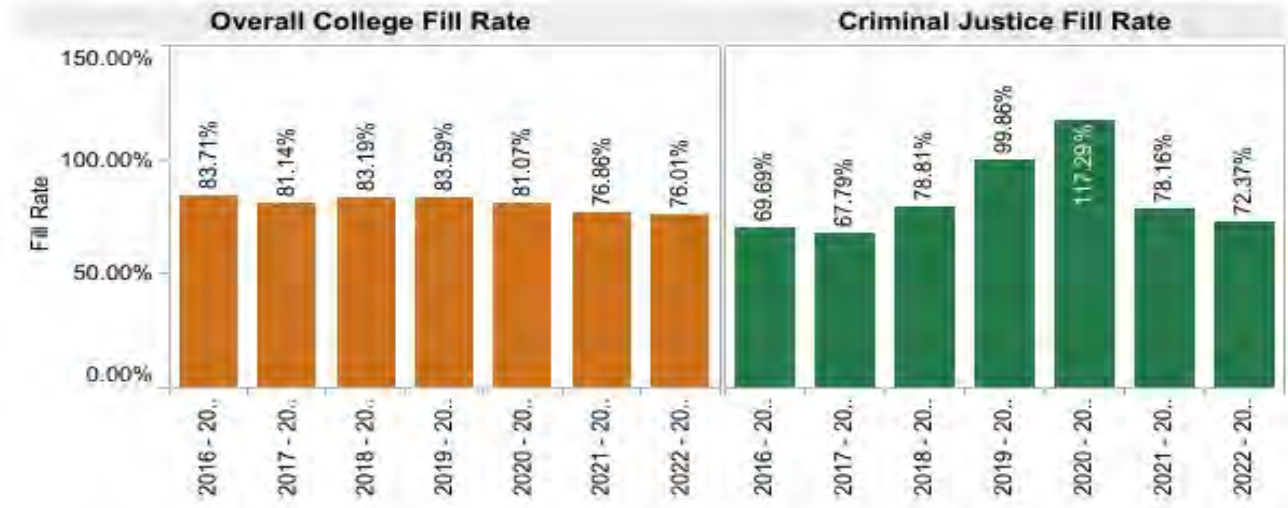
B. **General Student Demand (Fill Rate)**

SLOCCCD Program Review Data - Student Demand (Fill Rate)

Department:	Course:	Dual Enrollment:	Prison
Criminal Justice	All	All	All

Overall College Fill Rate

Year	Fill Rate
2016 - 20..	83.71%
2017 - 20..	81.14%
2018 - 20..	83.19%
2019 - 20..	83.59%
2020 - 20..	81.07%
2021 - 20..	76.86%
2022 - 20..	76.01%

Criminal Justice Fill Rate

Year	Fill Rate
2016 - 20..	69.69%
2017 - 20..	67.79%
2018 - 20..	78.81%
2019 - 20..	99.86%
2020 - 20..	117.29%
2021 - 20..	78.16%
2022 - 20..	72.37%

Fill Rate: The ratio of enrollments to class limits. Cross listed class limits are adjusted appropriately. Also, courses with zero class limits are excluded from this measure.

The College fill rate has remained steady at 76% and the Criminal Justice Program fill rate dropped from 78% to 72 % in the last year. I took a look at the individual course fill rates for 2022-2023 to see if a specific course or courses are bringing down that number. The course fill rates for 2022-2023 are as follows:

- CJ 202: 93.5%
- CJ 204: 65%
- CJ 206: 54%
- CJ 208: 33.75%
- CJ 210: 78.75%
- CJ 213: 125%
- CJ 224: 93.75%
- CJ 226: 32.5%
- CJ 228: 55%

In light of these numbers, future schedules may want to alter the CJ206 offering to once a year not every semester. In the past it was offered twice a year, unlike CJ204, CJ208, CJ213, CJ226 and CJ228, which are only offered once a year. The additional offering was because many paralegal students took the CJ206 course. Cross checking the paralegal pattern and paralegal enrollments may indicate that offering this course once a year is sufficient.

Moreover, CJ 208 and CJ 228 are remaining in a downward enrollment trend. ADT students can take either course to satisfy their degree requirements but do not have to take both.   It appears that the students are splitting between the two and a discussion at the Advisory Committee level should be had about discontinuing offering one or the other if fill rates are a concern.

CJ226 has also been low enrolled and is not part of the ADT pattern but required for the Criminal Justice AA degree. The idea of eliminating this course in past discussions with the Advisory Committee has not been well received. They believe that report writing is one of the most critical skills that aspiring law enforcement officers can be taught. Additional conversation should probably occur.
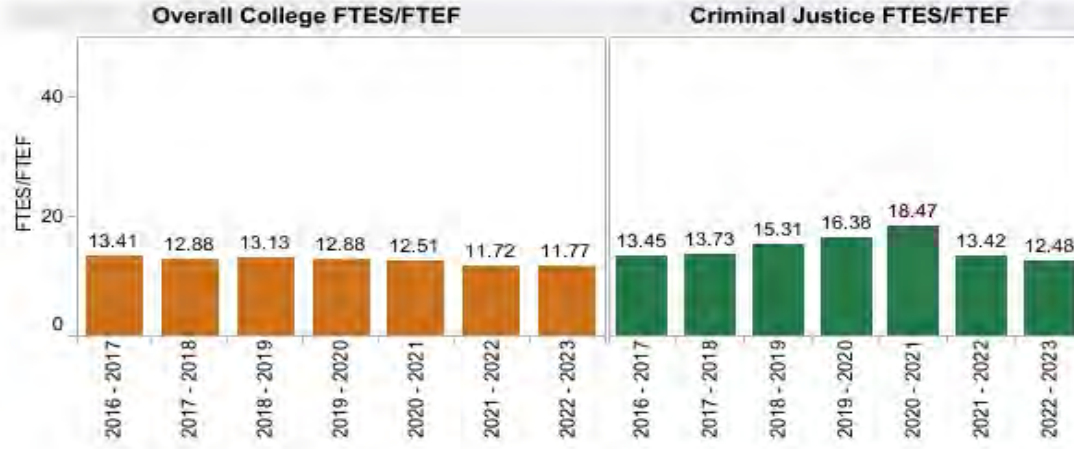
C. **General Efficiency (FTES/FTEF)**

SLOCCCD Program Review Data - Efficiency (FTES/FTEF)

Department: Criminal Justice | Course: All | Dual Enrollment: All | Prison: All

Overall College FTES/FTEF
- 2016 - 2017: 13.41
- 2017 - 2018: 12.88
- 2018 - 2019: 13.13
- 2019 - 2020: 12.88
- 2020 - 2021: 12.51
- 2021 - 2022: 11.72
- 2022 - 2023: 11.77

Criminal Justice FTES/FTEF
- 2016 - 2017: 13.45
- 2017 - 2018: 13.73
- 2018 - 2019: 15.31
- 2019 - 2020: 16.38
- 2020 - 2021: 18.47
- 2021 - 2022: 13.42
- 2022 - 2023: 12.48

FTES/FTEF: The ratio of total FTES to Full-Time Equivalent Faculty
(SXD4 Total-Hours/17.5)/XE03 FACULTY-ASSIGNMENT-FTE)

College efficiency for 2022-2023 is 11.77 and for the Criminal Justice Program is 12.48. With class caps set at 40 for all courses, the Criminal Justice program remains as efficient as the College wide standard despite low fill rates for some courses.
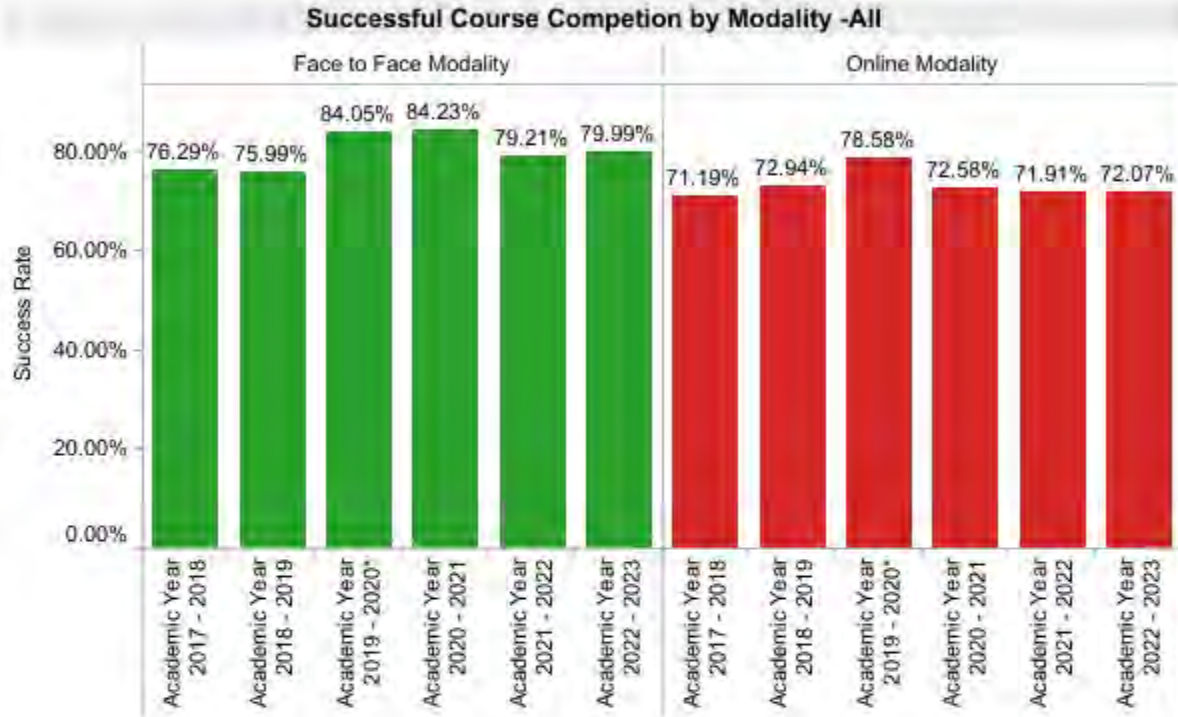
D. **Student Success—Course Completion by Modality**

SLOCCCD Program Review Data: Successful Course Completion

Select Department:
All

Course:
All

Legend:
🟩 Face to Face Modality
🟥 Online Modality

Successful Course Competion by Modality -All

Face to Face Modality | Online Modality

Face to Face values: 76.29%, 75.99%, 84.05%, 84.23%, 79.21%, 79.99%
Online values: 71.19%, 72.94%, 78.58%, 72.58%, 71.91%, 72.07%

Successful Course Competion by Modality Table - All

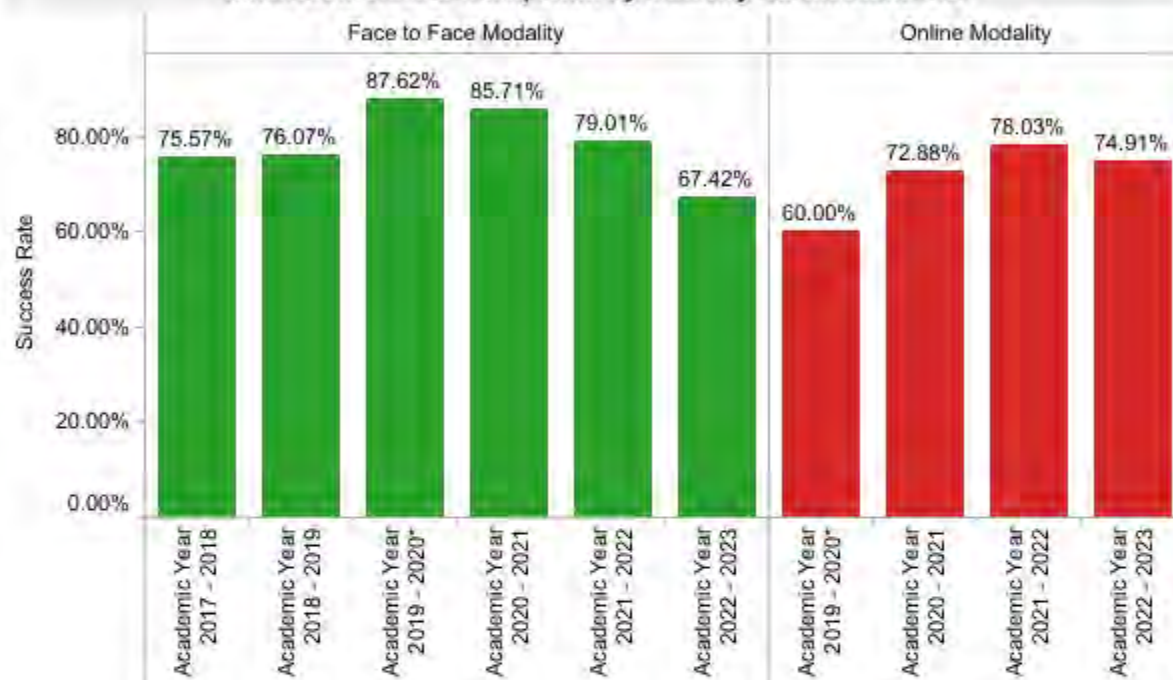|		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023
Face to Face Modality	Department Success Rate	76.29%	75.99%	84.05%	84.23%	79.21%	79.99%
	Total Department Enrollm..	56,413	54,302	52,243	11,771	22,398	30,997
Online Modality	Department Success Rate	71.19%	72.94%	78.58%	72.58%	71.91%	72.07%
	Total Department Enrollm..	12,968	15,145	17,009	48,908	35,172	28,510

SLOCCCD Program Review Data: Successful Course Completion

Select Department:
Criminal Justice

Course:
All

Legend:
- Face to Face Modality
- Online Modality

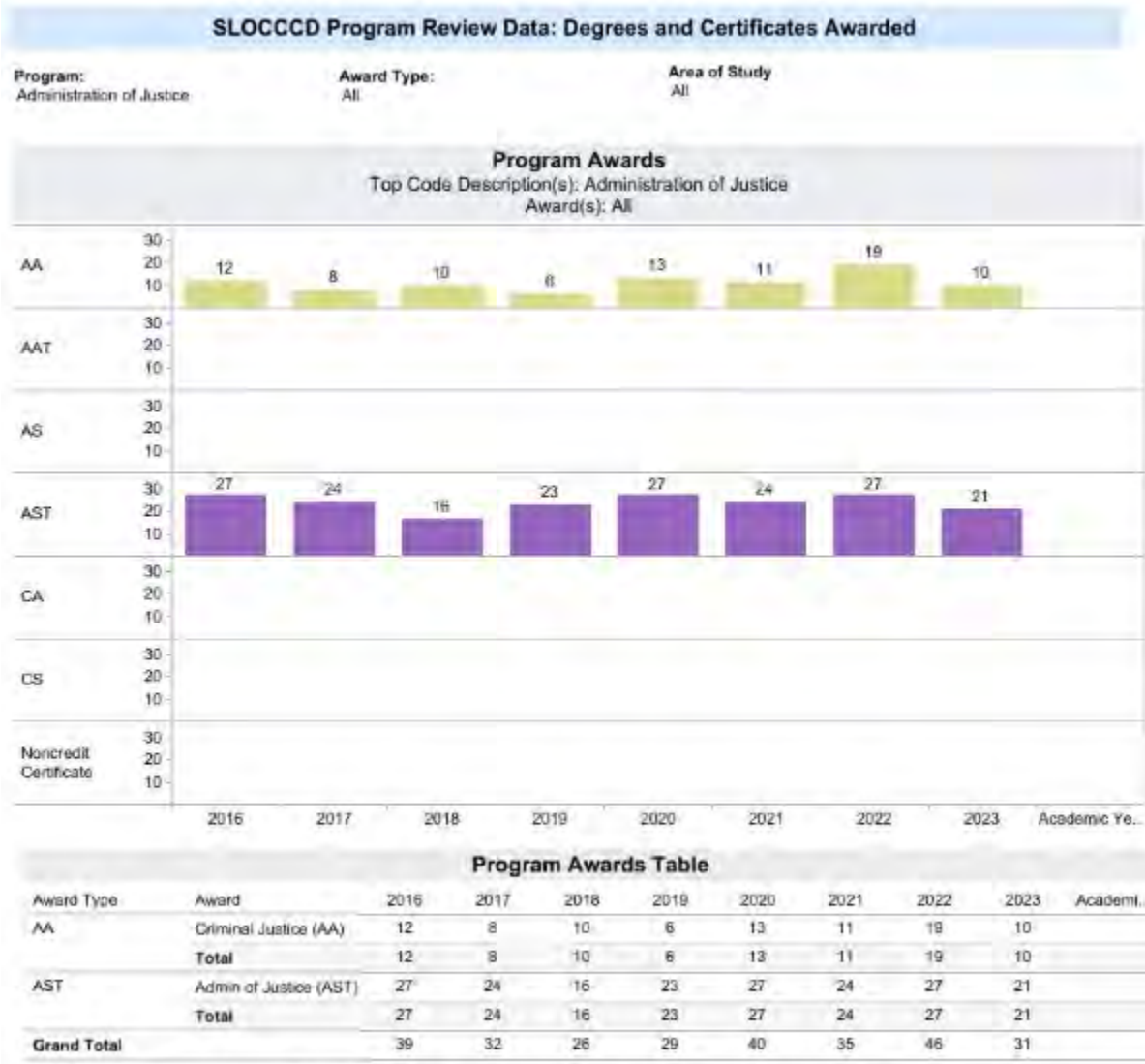## Successful Course Competion by Modality -Criminal Justice

Successful Course Competion by Modality Table - Criminal Justice

		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023
Face to Face Modality	Department Success Rate	75.57%	76.07%	87.62%	85.71%	79.01%	67.42%
	Total Department Enrollm..	528.0	539.0	690.0	106.0	243.0	266.0
Online Modality	Department Success Rate			60.00%	72.88%	78.03%	74.91%
	Total Department Enrollm..			40.0	676.0	355.0	291.0

The 2022-2023 College wide face to face modality success rate is 79.99% and the Criminal Justice Program is 67.42%.   So, the Criminal Justice program's success rates in the face-to-face modality are significantly lower than the College. This is troubling because in the prior five years, the lowest face-to-face success rate for the Criminal Justice Program was 75.57%. This should be monitored to determine if this year was an anomaly.

In the online modality, the 2022-2023 success rate is 72.07% for the College and is 74.91% for the Criminal Justice Program. So the Criminal Justice Program is above the College on this data point.

E. **Degrees and Certificates Awarded**

SLOCCCD Program Review Data: Degrees and Certificates Awarded

Program: Administration of Justice
Award Type: All
Area of Study: All

Program Awards
Top Code Description(s): Administration of Justice
Award(s): All

Program Awards Table

Award Type	Award	2016	2017	2018	2019	2020	2021	2022	2023	Academi.
AA	Criminal Justice (AA)	12	8	10	6	13	11	19	10	
	Total	12	8	10	6	13	11	19	10	
AST	Admin of Justice (AST)	27	24	16	23	27	24	27	21	
	Total	27	24	16	23	27	24	27	21	
Grand Total		39	32	26	29	40	35	46	31	

Program Awards: The number of degress and certificates awarded by program type

In the year 2022, a total of 46 Administration of Justice/Criminal Justice degrees were awarded. 27 ADT's and 19 AA's were awarded. The year 2023 demonstrated a significant drop in the total from 46 to 31.

F. **General Student Success – Course Completion**

SLOCCCD Program Review Data: Successful Course Completion
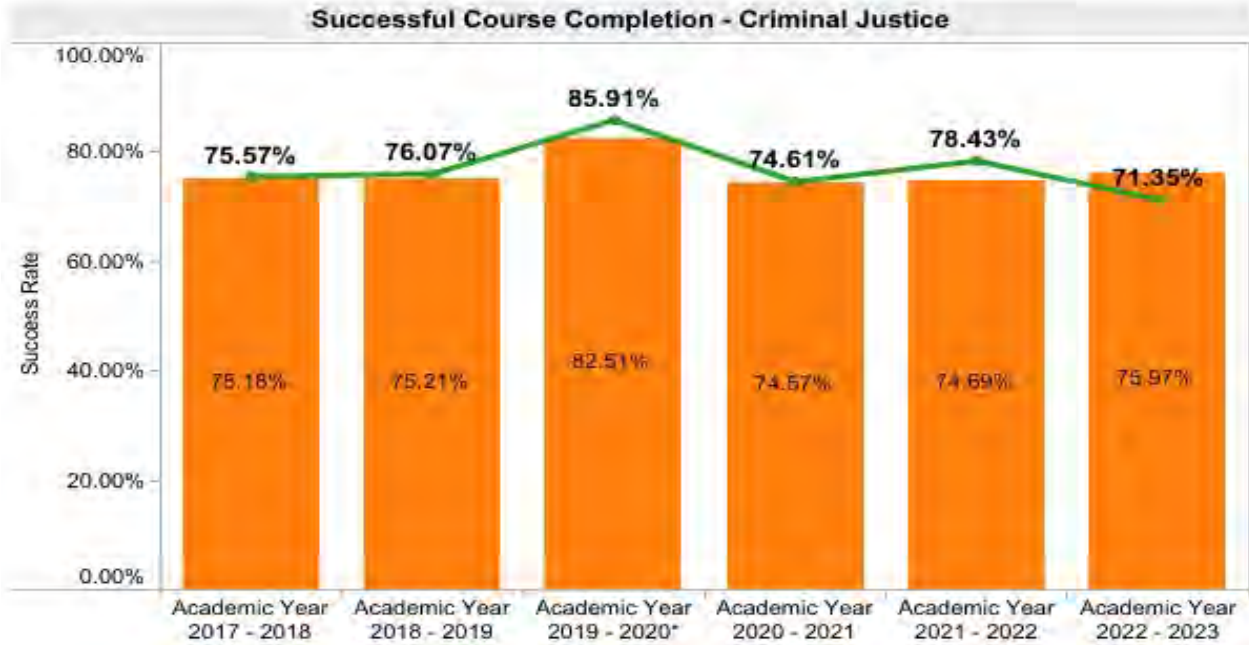
Select Department: Criminal Justice

TERM All

COURSE All

Measure Names
- Department Success Rate
- Overall College Success Rate

Successful Course Completion - Criminal Justice

	Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023
Department Success (line)	75.57%	76.07%	85.91%	74.61%	78.43%	71.35%
Overall College (bar)	75.18%	75.21%	82.51%	74.57%	74.69%	75.97%

Criminal Justice Success Rate Table

	Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023
Department Success..	75.57%	76.07%	85.91%	74.61%	78.43%	71.35%
Total Enrollments	528	539	730	782	598	557

Success: The Percentage of student enrollments resulting in a final grade of "C" or better

In the academic year 2022-2023, the Criminal Justice Program's successful course completion rate was 71.35%. This is four percentage points below the College's baseline standard of 75.97%.

G. Review of the **Disaggregated Student Success** data for the academic year 2022-2023 revealed the following performance gaps (that are greater than 1.5 %) in the Criminal Justice Program.

Student Subpopulation	CJ 2022-2023	CJ 2021-2022	College 2022-2023
Academically Disadvantaged	20.70%	15.23%	20.11%
Aged 20-24	1.96%	6.06%	1.75%
Aged 25-29	15.61%	0%	1.88%
Not transferable English	18.52%	5.61%	9.12%
Did not receive BOGW	2.93%	0%	0%
Hispanic/Latino ethnicity	8.22%	1.63%	4.69%
First Generation Students	13.59%	4.35%	7.02%
Female	3.67%	6.20%	0%
Not Transferable Math	10.06%	0%	0%
EOPS	9.81%	6.85%	5.18%

The disaggregated data is discouraging. The performance gaps for the student populations above indicate programmatic increases from 2021-2022 to 2022-2023 in all listed populations except Aged 20-24 and female students. Moreover, the criminal justice program performance gaps exceed the College wide averages in all listed populations except Academically Disadvantaged.

The good news is that the program has eliminated the performance gap for Foster Youth that 18.25% in 2021-2022 and is at 10.97% for the College. This is significant as reducing the performance gap in this population was a focus of the IPPR last year. Moreover, the program has eliminated the performance gap for Promise Students that was 4.06% in 2021-2022 and is at 4.47% for the College. And has eliminated the performance gap for Ethnicity identified as Two or More Races that was 12.85% in 2021-2022.

Hopefully, the hiring process for the new instructor, which includes an emphasis on equity, will be a step toward reducing these performance gaps. In addition, instructors will continue to be encouraged to get professional development around equity issues. The College can assist by making equity training available.

11 S a n L u i s O b i s p o C o u n t y C o m m u n i t y C o l l e g e D i s t r i c t
I n s t r u c t i o n a l A n n u a l P r o g r a m P l a n n i n g W o r k s h e e t
Approved by Academic Senate November 18, 2022 Document to be Used for Submission Spring, March 4, 2024

Programs and Curriculum Review PROGRESS

A. For the following questions, please refer to the 5-year update calendar in the **Curriculum Review Worksheet** (or classic template if your last CPPR was conducted before 2023) from your most recent CPPR.

List those programs of study (degrees and/or certificates) and courses that were scheduled for major or minor modification during the 2023 year in the 5-year calendar of the Curriculum Review Worksheet.

CJ 193 Criminal Justice Special Topic

From the list generated in #1, identify those programs of study and courses that underwent the scheduled modifications during the 2023 year. Complete the table below for those items only.

Program of Study OR Prefix and Course #	Major/Minor Modification (select one)	Date completed (semester and year)
CJ 193	Major	Spring 2023

From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were scheduled during the 2023 year. Complete the table below for those items only.

Program of Study OR Prefix and Course #	Past Due Date for Modification	Briefly state why modification was not completed on schedule	Re-scheduled date for modification (must be within 1 year)

B. For the following questions, please refer to Part A, #3 of the previous year's APPW (please also refer to any APPW completed since your most recent CPPR which have incomplete curriculum updates that aren't already referenced in the previous year's APPW).

List those programs of study and courses that are listed in previous APPW that were listed under #3. Complete the table below for those items only. If there were no courses included under #3 of previous APPW, please type "N/A" in the first row of the table.

Program of Study OR Prefix and Course #	Past Due Date for Modification	Re-scheduled date for modification	Completed (yes or no)
N/A			

From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were scheduled during the _____ year. Complete the table below for those items only. You may leave this table blank if you wrote "N/A" for the previous table.

Program of Study OR Prefix and Course #	Past Re-scheduled Due Date for Modification	Briefly state why modification was not completed as rescheduled	Second re-scheduled date for modification (must be within 6 months)

Program Outcomes Assessment Checklist and Narrative

CHECKLIST
- ☒ SLO assessment cycle calendar is up to date.
- ☒ All courses scheduled for assessment have been assessed in eLumen.
- ☐ Program Sustainability Plan progress report completed (if applicable).

NARRATIVE
Briefly describe program changes, if any, which have been implemented in the previous year as a direct result of the Program or Student Services Learning Outcomes Assessment.

NONE

PROGRAM PLANNING / FORECASTING FOR THE NEXT ACADEMIC YEAR
Briefly describe any program plans for the upcoming academic year. These may include but are not limited to the following:

A recruitment for a new full-time faculty member is underway. This individual will likely have thoughts about curriculum development and how to promote equity, student success persistence and retention. In that regard, in anticipation of this departure, all of the criminal justice courses just went through content updates that were approved in the Spring of 2023. The Course Outlines of Record should be in good shape for the next full-time faculty person.

Another potential challenge is that enrollment appears to be on the decline. Whether this is a short-term trend or the result of societal factors remains to be seen. However, local law enforcement agencies have been reporting that they have many vacancies without hopes of filling them because of a lack of applicants. They indicate that this is a statewide problem.

The most recent CTER data bears this out. According to the California Employment Development Department, **there are 336,560 annual job openings in the State of California** in the occupation profiles associated with Criminal/Administration of Justice. **There are 1,650 annual job openings in San Luis Obispo County**. (See Charts below)

Just three years ago, the vacancy numbers were a fraction of those. In 2021, according to the California Employment Development Department, there were 31,270 annual job openings in the State of California in the occupation profiles associated with Criminal/Administration of Justice and 130 annual job openings in San Luis Obispo County. The same SOC codes were used.

SOC Code	Occupation Title (Linked to "Occupation Profile")	2018 Employment	Annual Job Openings (1)
333012	Correctional Officers and Jailers	36,600	27,670
333021	Detectives and Criminal Investigators	12,400	8,490
331011	First-Line Supervisors/Managers of Correctional Officers	4,900	2,780
331012	First-Line Supervisors/Managers of Police and Detectives	5,100	3,400
194092	Forensic Science Technicians	2,200	3,040
333051	Police and Sheriff's Patrol Officers	72,700	54,640
339021	Private Detectives and Investigators	3,700	3,670
339032	Security Guards	166,900	232,870
	Total	304,500	336,560

14 S a n   L u i s   O b i s p o   C o u n t y   C o m m u n i t y   C o l l e g e   D i s t r i c t
I n s t r u c t i o n a l   A n n u a l   P r o g r a m   P l a n n i n g   W o r k s h e e t
Approved by Academic Senate November 18, 2022 Document to be Used for Submission Spring, March 4, 2024

Geography: San Luis Obispo County

Includes: San Luis Obispo County

Annual Job Openings by Occupation

SOC Code	Occupation Title (Linked to "Occupation Profile")	2018 Employment	Annual Job Openings (1)
333012	Correctional Officers and Jailers	870	560
331011	First-Line Supervisors/Managers of Correctional Officers	130	70
331012	First-Line Supervisors/Managers of Police and Detectives	50	30
333051	Police and Sheriff's Patrol Officers	540	380
339032	Security Guards	570	610
	Total	2,160	1,650

15 S a n   L u i s   O b i s p o   C o u n t y   C o m m u n i t y   C o l l e g e   D i s t r i c t
I n s t r u c t i o n a l   A n n u a l   P r o g r a m   P l a n n i n g   W o r k s h e e t
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Program Sustainability Plan Progress Report

This section only needs to be completed if a program has an existing Program Sustainability Plan. Indicate whether objectives established in your Program Sustainability Plan have been addressed or not, and if improvement targets have been met.

Area of Decline or Challenge	Identified Objective (Paste from PSP)	Planning Steps (Check all that apply)	Has the Improvement Target Been Met?
Enrollment		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one
Student Demand (Fill Rate)		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one
Efficiency (FTES/FTEF)		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one
Student Success – Course Completion		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one
Student Success — Course Modality		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one
Degrees and Certificates Awarded		☐ Identified ☐ Resources Allocated ☐ Implemented	Select one

If Program Sustainability Plan is still necessary, provide a brief description of how you plan to continue your PSP and update your PSP to remove any objectives that have been addressed and include any new objectives that are needed.