**IC. Program Mission Statement**

The mission of the Administration of Justice/Criminal Justice Administration (ADMJ/CJA) Programs is to prepare over 250 students for careers in the criminal justice system, and provide each student with an academic awareness and self-empowerment toward their career goals. The instructors in the program emphasize due process, civil rights, community relations, concepts and ethical application of law, and genuine leadership skilld in each course. The ADMJ/CJA program is an interdisciplinary program of study with rigorous standards that provide an academic and theoretical foundation, technical expertise, communication, and diplomacy skills. The program instills community-centric criminal justice policy concepts, and reinforces a commitment to lifelong learning that enables students to use research, think critically, and act as engaged citizens of their communities and in their chosen career field.

**ID. Program Summary**

The ADMJ/CJA program prepares students for a career in the criminal justice industry. The program has one full-time faculty member and seven adjunct instructors with exceptional experience in senior level professional criminal justice positions.

Contrary to the last program review, the former VP of Instruction implemented a Zero-Textbook Grant for the ADMJ program, and this grant has forced the program to pause all previous planning and operational movement toward outreach, rebranding, and outcomes of the previous program review goals. This planning and outcomes should be readdressed in the next program review.

**Section II: Looking Back—2017-2018**

**IIA. Present the Results (Rubric Criterion 3)**

In 2018, VP of Instruction Mark Williams applied for and the College was awarded a $150,000 grant to create a Zero-Textbook Cost/Open Educational Resource (ZTC) program for the Administration of Justice for Transfer degree. VPI Williams directed faculty of the ADMJ program to complete the grant guidelines including completing a guided pathway of ZTC courses that would allow ADMJ students to enter the program and be provided with courses to complete the program in two years. This new project took precedence over the other planning and operational strategies that were to be implemented for the 18/19 academic year.

The program faculty began working on the project by locating existing ZTC materials that could be used for course learning materials. Text books were located for an Introduction to Criminal Justice Course (ADMJ 1501) and Criminal Law (ADMJ 1502). An additional textbook was modified and updated for the Criminal Investigation Course (ADMJ 1505).

During the project, the program faculty is in the process of drafting two new textbooks that could be added to the ZTC repository. These are two books that were needed in the program but not available in ZTC format. Another text was drafted for the program’s Introduction to Corrections (ADMJ 1508) course and Community and the Justice System (ADMJ 1507). These texts will be uploaded to the State of California Vision Center and be available to all campuses within the system.

In addition to the creation of new materials, the general education pathway was developed. During the last year, focus has been on developing course sections in a ZTC pathway for ADMJ students to complete general education transfer program courses in both the CSU and UC GE-Breadth Requirements. Taft faculty in various disciplines have successfully completed all areas of the general education pathway courses except for math and science courses (CSU GE Area B and UC – IGETC Area 2and 5). The ZTC courses should be implemented in Fall 2019 once all of the necessary materials are adopted and the ZTC courses are added to the catalog.

**IIB. Probe the Results: I Wonder . . . (Rubric Criteria 1, 3)**

Not applicable at this time. The ZTC goals and goals from the previous program reviews will be analyzed in a future program review.

**IIC. Ideate Innovations: What if . . . (Rubric Criteria 1, 5)**

Not applicable at this time.

**Section III: Looking Forward—2016-2017**

**III. List Your 2016-2017 Goals—Be Quantitative!**

**Goal One Outcomes:** Institutional set goals (ISG) to improve meeting student need, completion (SAP 1.2, 1.3, 1.4), retention (SAP 1.5), persistence (SAP 1.6, 1.7), career readiness and experiential learning (SAP 3.1).

To accomplish the goals above, the following activities are recommended, but would take two to three years to complete and determine if they are successful:

* Complete ZTC Grant requirements and implement ZTC program by Fall 2019.
* Add an orientation and capstone course for all declared majors
* Add courses that have a CI-D and remove any that do not apply (improve transferability and reduce wasted course credits)
* Update and change program curriculum to add new relevant courses, and remove any that are no longer viable/relevant based on Completion by Design models
* Possibly replace the CJA Corrections Degree with Forensics or other new degree and investigate tracks that can lead to new Certificates
* Correct scheduling and sequencing issues with the program as part of curriculum changes
* Advisory Committee wanted to pursue working closer with Kern County for training programs that can benefit the college

**Goal Two Outcomes:** Institutional set goals Institutional set goals (ISG) to improve meeting student need (SAP 1.1), completion (SAP 1.2, 1.3, 1.4), retention (SAP 1.5), persistence (SAP 1.6, 1.7), career readiness and experiential learning (SAP 3.1), and space utilization (SAP 4.1, 4.2).

To accomplish the goals above, the following activities are recommended, but would take two to three years to complete and determine if they are successful:

* Develop specialization tracks taught by industry experts in those specializations
* Develop outreach and marketing plans and build a program website that informs and helps students and industry
* Explore supporting a student led ADMJ service club for students
* Explore adding experiential elements similar to ROTC but less formal
* Expand volunteer opportunities for students at local agencies and departments
* Explore regaining POST and STC certification and providing training classes to local law enforcement and correctional/rehabilitation agencies
* Provide semi-dedicated classroom(s) and storage space for all ADMJ/CJA courses to allow for room repurposing and equipment storage

**Section IV (Optional): Evaluation of Program Review and Planning Process**

**IVA. Evaluation of Program Review and Program Planning Process**

In this cycle of program review, what aspects of the program review and program planning process worked best and why?

**IVB. Evaluation of Program Review and Program Planning Process**

In this cycle of program review, what aspects of the program review and program planning process would you change and why?