ADMINISTRATION OF JUSTICE CAREER AND TECHNICAL EDUCATION (CTE) PROGRAM REVIEW SUPPLEMENTAL QUESTIONS

Overview of the Program/Mission Statement
ADMINISTRATION OF JUSTICE MISSION STATEMENT
  The Administration of Justice degree or certificate prepares students for a career in criminal justice. By completing the degree or certificate requirements, the student will gain the ability to apply principles of the justice system, constitutional and procedural considerations affecting arrest, search and seizure, human relations, and concepts of criminal law, as well as demonstrate proficiency in report writing and record keeping.

PROGRAM DESCRIPTION AND HISTORY
  The Administration of Justice Program has been in existence since the 1970s. The program's original mission was the same as it is today---to prepare students for a career in criminal justice. Currently, there are four areas of concentration (called Options) within the program—Law Enforcement (Police Science), Corrections, Private Security, and Homeland Security.

  The Administration of Justice Program is in the Health and Public Services division serving approximately 200-250 students per semester. The program is proactive in offering cutting-edge educational programs and responsive to the students and employers we serve. The program offers twenty-seven different courses and averages 12 sections per year. In addition to offering all nine of the C-ID courses, we offer specialized courses in Crime Scene Investigation, Digital Forensics, Homeland Security, Intelligence Analysis, and Fingerprint Analysis. These courses are not traditionally offered at the community college level and are usually only accessible to students at four-year universities.

  The demand for highly trained law enforcement officers, intelligence analysts, crime scene investigators, and private security officers continues to rise in the foreseeable future. We are preparing our students to meet these needs. The Administration of Justice Program has created a curriculum to give our students a distance learning option to complete degree and certificate requirements.

  Currently, students can complete the requirements for the Administration of Justice. Associate of Science-Transfer (AS-T), Administration of Justice Associate of Arts (AA), Administration of Justice Certificate of Achievement and Homeland Security Certificate of Accomplishment 100% online.

  The program continues to evolve has undergone changes based upon student interests and the results of program reviews. For example, the findings of the previous Program Review indicated that most of the Administration of Justice students were interested in the Law Enforcement option, and most indicated that they planned to transfer to a four-year institution after completing the program on this campus.

CAREER AND TECHNICAL EDUCATION (CTE) PROGRAM REVIEW SUPPLEMENTAL QUESTIONS

CTE programs must conduct a full program review every four years. The comprehensive years (once between full program reviews) supplemental questions must be answered and submitted to Academic Affairs for posting on the College website. Using labor market data, advisory committee input/feedback, and institutional and program-level data to respond to the following questions.

The data below provides the demographic information of the students enrolled in the administration of justice courses during the two years:

• An average of 242 students enrolled per semester (Fall and Spring)
• The majority of students were between 18 – 25 years old
• Each semester the percentage of part-time students were near or over 60%
• Female student enrollment increased while male enrollment decreased.
• Latinx (over 70%) and African American (17 – 22%) enrollment were the only groups that had double-digit enrollment during this period.

Compton College Student Counts

Age Group	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Under 18	2%(<5)	15%(33)	3%(<5)	34%(93)	21%(46)
18-19	21%(39)	26%(56)	14%(5)	19%(50)	19%(42)
20-21	25%(48)	17%(38)	31%(11)	18%(49)	22%(49)
22-24	19%(35)	18%(39)	8%(<5)	10%(26)	15%(33)
25-29	19%(35)	11%(23)	14%(5)	8%(22)	7%(16)
30-34	5%(10)	6%(12)	19%(7)	4%(11)	5%(11)
35-39	4%(7)	1%(<5)	6%(<5)	3%(9)	2%(5)
40-49	4%(8)	2%(5)		1%(<5)	3%(6)
50-64	2%(<5)	4%(9)	6%(<5)	2%(5)	5%(10)
65 and over		0%(<5)		0%(<5)	1%(<5)
Grand Total	100%(189)	100%(218)	100%(36)	100%(270)	100%(220)

Class Load	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Full-time	36%(68)	33%(71)		37%(101)	41%(91)
Part-time	64%(121)	67%(147)	100%(36)	63%(169)	59%(129)
Grand Total	100%(189)	100%(218)	100%(36)	100%(270)	100%(220)

Education Goal	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Basic Skills	1%(<5)	0%(<5)	3%(<5)	1%(<5)	1%(<5)
Degree/Cert Only	10%(19)	9%(19)	8%(<5)	2%(5)	0%(<5)
Enrichment	4%(7)	4%(8)	3%(<5)	68%(184)	77%(170)
Intend to Transfer	54%(103)	57%(125)	67%(24)	18%(49)	18%(39)
Retrain/Recertify	1%(<5)	3%(7)	8%(<5)	0%(<5)	0%(<5)
Undecided/Unstated	30%(57)	27%(58)	11%(<5)	11%(29)	3%(6)
Grand Total	100%(189)	100%(218)	100%(36)	100%(270)	100%(220)

Enrollments	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Day	46%(93)	58%(141)	7%(<5)	65%(190)	57%(133)
Evening	5%(12)	16%(39)			12%(33)
Unknown	49%(100)	26%(63)	93%(33)	35%(96)	31%(81)

Student Counts

Gender	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Female	57%(107)	58%(127)	64%(23)	61%(166)	65%(142)
Male	43%(82)	42%(91)	33%(12)	38%(102)	35%(76)
Unknown/non-resp..			3%(<5)	1%(<5)	1%(<5)
Grand Total	100%(189)	100%(218)	100%(36)	100%(270)	100%(220)

Ethnicity	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
American Indian or..	1%(<5)				
Asian	1%(<5)	1%(<5)		0%(<5)	0%(<5)
Black or African A..	22%(41)	18%(39)	17%(6)	19%(52)	21%(46)
Latinx	73%(138)	76%(166)	78%(28)	74%(200)	71%(156)
Native Hawaiian o..		0%(<5)		0%(<5)	1%(<5)
Two or More Races	2%(<5)	2%(5)	3%(<5)	2%(5)	2%(<5)
Unknown/Non-Res..		0%(<5)	3%(<5)	4%(10)	3%(6)
White	2%(<5)	2%(<5)		0%(<5)	2%(5)
Grand Total	100%(189)	100%(218)	100%(36)	100%(270)	100%(220)

1. How strong is the occupational demand for the program? In your response, describe any changes in demand over the past 5 years and discuss the occupational outlook for next 5 years. Provide applicable labor market data (e.g., US Bureau of Labor Statistics, Employment Development Department) that address state and local needs.

The need for criminal justice and protective service occupations for law enforcement has remained robust over the past five years and is projected to continue through 2030. The division regularly receives recruitment information and invite representatives from the following agencies: federal (FBI, CBP, and US Marshal), state (California Highway Patrol, and the Department of California Corrections and Rehabilitation), County (Los Angeles County Sheriff, Riverside County Sheriff, and Los Angeles County Probation), municipal agencies throughout the state (Los Angeles, Long Beach, Torrance, Gardena, San Francisco, Vernon, and Downey Police Departments), and specialized agencies (Los Angeles School Police, Los Angeles Airport Police, Los Angeles Port Police, and Loyola and University of Southern California Department of Public Safety.

The California Employment Development Department projects 1553 police and sheriff job openings annually through 2030. According to the Program Advisory Committee members, this is due to several factors, including the retiring "Baby Boomer" generation, retirements due to disability, and early retirement benefits that generally start at 50 years of age under the California

Public Employees Retirement System. According to the Bureau of Labor Statistics, employment in protective service occupations is expected to grow 7 % nationally through 2030.

Area: Los Angeles-Long Beach-Anaheim, CA
Period: May 2020

Occupation (SOC code)	Employment[1]	Hourly mean wage	Annual mean wage[2]
Correctional Officers and Jailers(333012)	3460	33.74	70180
Detectives and Criminal Investigators(333021)	3890	60.73	126320
Parking Enforcement Workers(333041)	290	25.75	53560
Police and Sheriff's Patrol Officers(333051)	31840	53.23	110720
Security Guards(339032)	69460	16.50	34320
Transportation Security Screeners(339093)	2610	22.25	46280

Summary

Quick Facts: Police and Detectives	
2020 Median Pay ?	$67,290 per year $32.35 per hour
Typical Entry-Level Education ?	See How to Become One
Work Experience in a Related Occupation ?	See How to Become One
On-the-job Training ?	Moderate-term on-the-job training
Number of Jobs, 2020 ?	795,000
Job Outlook, 2020-30 ?	7% (As fast as average)
Employment Change, 2020-30 ?	51,700

2. How does the program address needs that are not met by similar programs in the region? In your response, identify any distinctive components of the program (e.g., curriculum, facilities, resources) and/or describe any unique contributions the program or its students/graduates make to the community served.

Compton College Administration of Justice program offers a rigorous curriculum and is staffed by some of the top-ranked faculty in the region. According to the Program Advisory Committee, Compton College students and graduates have an outstanding reputation in the region. Four of the five instructors have a post-baccalaureate degree. Four Instructors have supervisory, management, and administrative experience, and two have college administrative experience.

Three instructors are certified to teach statewide training to police officers and are certified by the Commission on Peace Officers Standards and Training (POST). We have approved the 832 PC Laws of Arrest training course, which will meet the needs of local employers in both law enforcement and private security.

3. What are the completion, success, and employment rates for students in the program? In your response, identify the standards set by the program and discuss any factors that may impact completion, success, and employment rates among students in the program. Describe the status of any action plans for maintaining/improving rates relative to such benchmarks.

The data for success and retention rates during this period are as follows:

The student success rate in 2018-19 was 64%	Campus wide was 66.5%
The retention rate in 2018-19 was 87%	Campus wide was 82%
The student success rate in 2019-20 was 63%	Campus wide was 70%
The retention rate in 2019-20 was 83%	Campus wide was 88%

- The most significant issue with retention was online course enrollment. Campus classes outperformed online campuses in all but one semester during this period.

Success and Retention Rates Academic Years 2018/19 – 2019/20

Administration of Justice by Course

Overall Success and Retention

Success Rate by Course

Course ID	2018-19	2019-20
AJ-100	57%(154)	61%(173)
AJ-103	60%(115)	70%(181)
AJ-106	77%(13)	
AJ-107		70%(33)
AJ-111	72%(39)	66%(35)
AJ-115	81%(36)	72%(36)
AJ-126	75%(12)	
AJ-130	81%(16)	57%(28)
AJ-131	79%(24)	67%(24)
AJ-132	81%(16)	
AJ-134		71%(21)
AJ-135	73%(15)	
AJ-150	78%(23)	41%(71)
AJ-170	34%(44)	65%(23)
Grand Total	64%(507)	63%(625)

Unique Students

Academic Year	
2018-19	349
2019-20	447
Grand Total	718

Overall Success Rate

Academic Ye..	
2018-19	64% (507)
2019-20	63% (625)
Grand Total	63% (1132)

Overall Retention Rate

Academic Year	
2018-19	87% (507)
2019-20	83% (625)
Grand Total	85% (1132)

Success Rates

Education Goal	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Basic Skills	0%(<5)	0%(<5)	0%(<5)	100%(<5)	100%(<5)
Degree/Cert Only	58%(24)	63%(30)	50%(<5)	80%(5)	0%(<5)
Enrichment	89%(9)	80%(10)	100%(<5)	58%(204)	57%(213)
Intend to Transfer	63%(131)	68%(159)	52%(27)	76%(67)	70%(50)
Retrain/Recertify	50%(<5)	38%(8)	75%(<5)	100%(<5)	0%(<5)
Undecided/Unstated	50%(66)	70%(66)	100%(<5)	93%(30)	100%(6)

Program
Administration of Justice

Term
Multiple values

Gender
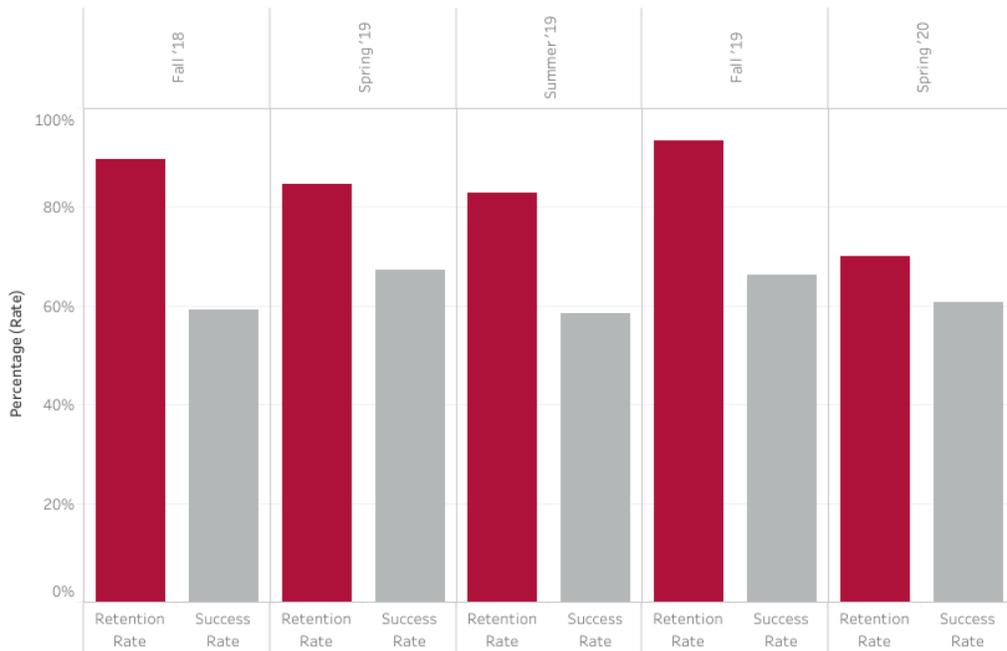All

Ethnicity
All

Age Group
All

Class Load
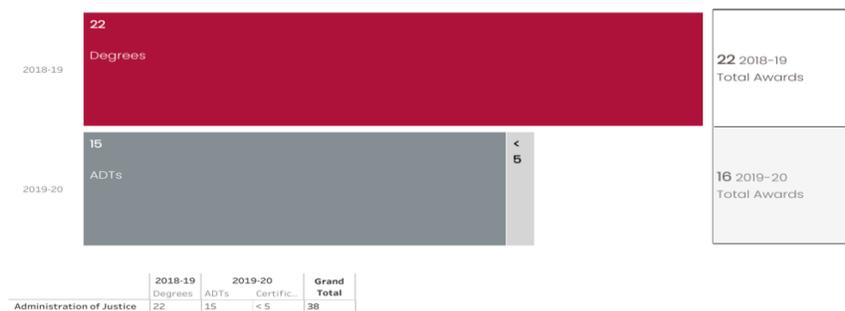☑ Full-time
☑ Part-time

Education Goal
All

Color Legend
■ Retention Rate
■ Success Rate

Degrees/Certificate Awarded Academic Years 2018/19 – 2019/20
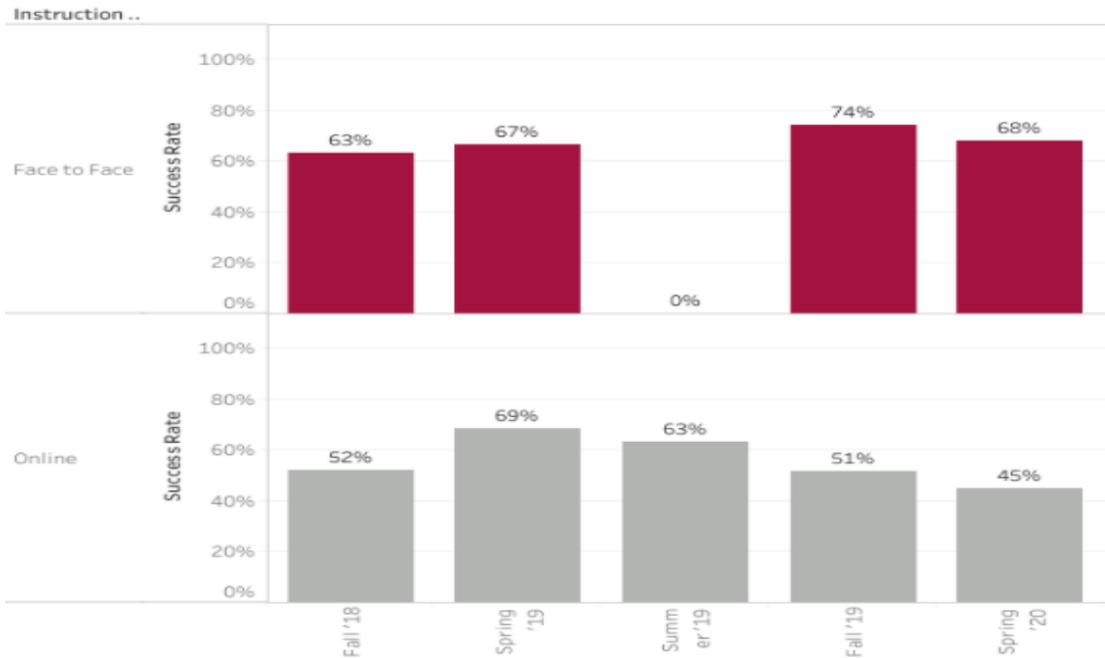
Administration of Justice

	2018-19	2019-20		Grand
	Degrees	ADTs	Certific...	Total
Administration of Justice	22	15	< 5	38

A total of 38 degrees and certificates were conferred during this period.

Success by Modality

Instruction Method	Fall '18	Spring '19	Summer '19	Fall '19	Spring '20
Face to Face	63%(150)	67%(204)	0%(<5)	74%(201)	68%(189)
Online	52%(83)	69%(70)	63%(38)	51%(109)	45%(85)

Instruction ..

Face to Face (Success Rate)
- Fall '18: 63%
- Spring '19: 67%
- Summer '19: 0%
- Fall '19: 74%
- Spring '20: 68%

Online (Success Rate)
- Fall '18: 52%
- Spring '19: 69%
- Summer '19: 63%
- Fall '19: 51%
- Spring '20: 45%

Every course in Administration of Justice underwent the course review process in the curriculum committee and is approved to offer courses in all modalities (on ground, online, and hybrid). All administration of justice instructors completed Canvas training and are certified to teach online.

Action Plan for student success:
- The AJ program faculty use input from the Program Advisory Committee to update
- curriculum, course offerings, and degree/certificates
- Identify additional industry partners from K-1 and the private sector to join the advisory committee.
- Launching of the Laws of Arrest Course for private security companies.
- Addition of Non-Credit courses in administration of justice and homeland security.
- Review the online course content and activities to stimulate student engagement and increase student retention.
- Continue to encourage and provide career and educational pathways for females.

Action Plan for sustained enrollment:
- Outreach through on-campus activities, including the Career Fair and college and or job recruitment events in the community.
- Expansion of the dual and concurrent enrollment with feeder high schools within the district.
- Recruitment of adjunct faculty with demonstrated instruction skills and subject matter experts in emerging fields within the Administration of Justice (law enforcement, courts, and corrections).

4. List any licensure/certification exam(s) required for entry into the workforce in the field of study and report the most recent pass rate(s) among program graduates. In your response, identify any applicable performance benchmarks set by regulatory agencies and describe the status of any action plans for maintaining/improving pass rates relative to such benchmarks.

There are no licensure or certification exams for the core program. However, completion of the associate degree, or 60 units qualifies students to apply for positions such as Group Supervisor, Nights (GSN); Detention Services Officer (DSO); or Deputy Probation Officer (DPO) with the County of Los Angeles.

5. Are the students satisfied with their preparation for employment? Are the employers in the field satisfied with the level of preparation of program graduates. Use data from student surveys, employer surveys, and other sources of employment feedback to justify your response.

Using Canvas to complete a survey of student feedback after six administration of justice courses at the end of the 2018-2019 school year, results were used for this data. A total of 94 students completed the survey. The results below address the areas in the question. Satisfaction with the education and training received:
- 92% were satisfied or very satisfied

Impact on coursework on employment:
- 80% said the Compton college administration of justice courses positively impacted their employment and future employment plans.

The Program Advisory Committee was also surveyed. They were satisfied with the level of preparation of the administration of justice students—the primary area of concern identified as soft skills, which included writing and interpersonal communications skills. The department faculty, which meets regularly has addressed these concerns in several ways, including the use of group activities in all courses, creating a Public Safety Club, and mock interviews for prospective applicants. One of the elective courses in the program AJ 106, Criminal Justice Career Preparation, offers strategies and opportunities for students who take this course to enhance their soft skills making them viable candidates in any career they seek.

Action plan for improvement:

There are several variables not related to the AJ program that will impact students gaining employment in the Administration of Justice field. These include strict physical and psychological standards and behavioral standards which would lead to disqualification on a background exam (drug use, credit history, dishonesty, employment terminations).

Additional research is necessary to determine what impact these factors had on gainful employment and improve success in this area. The AJ 106 course offers students a realistic assessment of their suitability and qualifications to become a peace officers. It also provides options to seek a career in the criminal justice system that are not peace officer positions. One of the strengths of the Compton College Administration of Justice program is the commitment of the instructors to work with students, encouraging them to explore as many education and career options available in the field of administration of justice.

6. Is the advisory committee satisfied with the level of preparation of program

graduates? How has advisory committee input and feedback been used in the past

two years to ensure employer needs are met by the program. Describe the status

and impact of any advisory committee recommendations.

California Education Code 78016 requires that the review process for CTE programs

includes the review and comments of a program's advisory committee. Provide the

following information:

a. Advisory committee membership list and credentials

b. Meeting minutes or other documentation to demonstrate that the CTE

program review process has met the above Education Code requirement.

Compton College Public Safety Advisory Committee

Title	First Name	Last Name	Agency/Company	Position
Professor	**Don**	**Mason**	**Compton College**	**AJ Faculty**
Dr.	**Ygnacio**	**Flores**	**Compton College**	**Adjunct Faculty**
Professor	**Alma**	**Cruz**	**Compton College**	**Adjunct Faculty**
Probation	**Emir**	**Saafir**	**Santa Barbara County Probation**	**Adjunct Faculty**

Lt.	**Keith**	**Braden**	**LASPD (ret)**	**Adjunct Faculty**
Sgt	**Stuart**	**Melvin**	**Compton College Police**	**Police Sergeant**
Captain	**Masiss**	**Sossokian**	**Los Angeles Airport Police**	**Commander/Homeland Security**
Chief	**Ramund**	**Box**	**Compton College Police**	**Chief of Police**
Det.	**Richard**	**Ramirez**	**LASD (Retired)**	**Adjunct Faculty**
Lt	**Robbie**	**Williams**	**Hawthorne Police**	**Community Relations**
Deputy	**Edward**	**Roman**	**LASD (Retired)**	**Recruitment Unit**
Professor	**Victoria**	**Martinez**	**Compton College**	**Counselor**
Director	**Lynell**	**Wiggins**	**Compton College**	**Strong Workforce**

Compton College

Administration of Justice Program Advisory Committee Meeting

April 23, 2020, 1730 hours Via Zoom

Minutes

Committee Chairs:

• **Don Mason, Full-time faculty, Chief of Police El Segundo Police Department (retired)**

• **Dr. Ygnacio Nash Flores, Adjunct faculty Homeland Security Coordinator, Lieutenant Commander, USN (Retired) Highway Patrol (retired)**

Members present:

- Professor Don Mason   Compton College
- Dr. Ygnacio Flores   Compton College
- Professor Alma Cruz   Compton College
- Supv.   Emir Saafir   Santa Barbara County Probation
- Lt.   Keith Braden   LASPD (ret)
- Capt.   Mass Sossokian   Los Angeles Airport Police
- Det.   Richard Ramirez   LASD (Retired)
- Dep.   Edward Roman   LASD (Retired)

Guests:

None

General Meeting:

- The general meeting started at 1730 hours

Introductions

- All members attending provided a brief background and agency affiliation

State of the Administration of Justice Program:

The impact of the pandemic on enrollment and instruction since moving to remote instruction will be providing updates when the campus may open again. It was initially anticipated that the school would resume in-person instruction in the summer. However, with hospitalizations, deaths, and the level of positivity rates, it is not likely.

Enrollment management update
Enrollment management continues to be a concern campus-wide due to several factors, including a decline in enrollment, the pandemic, and lack of resources for students. Professor Mason advised the committee that the college is trying to provide computers and hotspots for students to continue classes. Students enrolled in AJ classes are contacted via email and the Early Alert system through counseling to work with students.

Professor Braden advised that he and Professor Cruz are working with the administration at the High Schools to stay in contact with the high students since moving to remote learning.

Online certification training
As a result of moving to remote learning, it will be necessary to be certified in the Learning Management System Canvas. The district, as well as @One are offering courses. As we move further into the pandemic, it will be essential to receive as much training as possible, preparing for a prolonged period of remote learning.

All courses in AJ are certified to be offered online, limiting the number of courses offered. We have a full complement of classes available.

Roundtable
Additional Certificates of Accomplishment have been proposed – explore the creation of local certificates of accomplishment for AJ as an enrollment and FTE strategy.

Dr. Flores discussed the benefits to the students of the low unit.
stackable certificates and Certificates of Achievement, including providing benchmarks for students. Information will be provided to the committee to review before any action being taken.

Professor Braden following certificates were proposed:
- Corrections
- Crime Scene Evidence Investigation Certificate
- Homeland Security & Emergency Management
- Security Officer Training/Laws of Arrest

Committee members gave unanimous support for the proposed certificates indicating they will benefit the students when they are applying for employment in the field of Administration of Justice
Administration of Justice Club

Committee members were updated regarding the implementation of the Public Safety Club. It was submitted in the last program plan to be implemented in the Fall of 2020. However, due to the pandemic and the uncertainty of in-person instruction and contact, the in-person component will be deferred until clarity about in-person instruction.

Action Items:
• Responses to the surveys about Certificates of Accomplishment/Achievement and non-credit stackable courses will be assigned to Dr. Flores and Professor Braden. They will continue to work with AJ faculty to approve those certificates.
• Professor Mason will complete the 2-year Program Review, including the information from the Program Advisory Committee.
Schedule the next meeting for fall 2021; every committee member will identify an additional member to invite and seek out members from private industry (security, information technology, cyber security professionals) to attend.

Meeting Adjourned at 7:15 pm.