

Criminal Justice Technology

Comprehensive Academic Program Review 2007-08

*Associate in Science Degrees:
Criminal Justice Technology*

*Certificates:
Computer Related Crime Investigations
Crime Analysis
Homeland Security*



Department of Institutional Research
and Effectiveness
St. Petersburg College

February 2008



Department of
Institutional Research
and Effectiveness
St. Petersburg College
P.O. Box 13489
St. Petersburg, FL 33733
(727) 341-3084
FAX (727) 341-5411

Comprehensive Academic Program Review Produced by Criminal Justice Technology Program

Brian Frank, M.S.
Dean, College of Public Safety

Department of Institutional Research and Effectiveness

Magaly Tymms, B.S.
Assessment Coordinator for Academic Programs

James Coraggio, M.Ed.
Assessment Coordinator for Academic Programs

Amy Brush, M.S.
Outreach Coordinator

Carol Weideman, Ph.D.
Director of Institutional Research and Effectiveness

With contributions from:

Shirley Bell
Theresa Dimmer
Jerry Dyer
Leigh Goldberg

St. Petersburg College is dedicated to the concept of equal opportunity. The College will not discriminate on the basis of race, color, religion, sex, age, national origin, or marital status, or against any qualified individual with disabilities, in its employment practices or in the admission and treatment of students. Recognizing that sexual harassment constitutes discrimination on the basis of sex and violates this rule, the College will not tolerate such conduct.

Data and information contained herein cannot be used without the express written authorization of St. Petersburg College. All inquiries about the use of this information should be directed to the Director of Institutional Research and Effectiveness at St. Petersburg College.

Criminal Justice Technology
2007-08 Comprehensive Academic Program Review
Department of Institutional Research and Effectiveness

© Copyright St. Petersburg College, February 2008. All rights reserved.





Table of Contents

Executive Summary	1
SPC Mission Statement	5
Introduction	5
<i>Institutional Effectiveness</i>	5
<i>Educational Assessment</i>	6
<i>Program Review Process</i>	7
Program Description	8
<i>Degrees Offered</i>	9
<i>Accreditation</i>	9
Program Performance	10
<i>Actual Course Enrollment</i>	10
<i>Productivity</i>	11
<i>Program Graduates</i>	12
<i>Grade Distributions</i>	13
<i>Fulltime/Adjunct Faculty Ratio</i>	16
Program Profitability	18
<i>Relative Profitability Index (RPI-T)</i>	18
Program Improvements	20
<i>Capital Expenditures</i>	20
Academic Outcomes	21
Stakeholder Perceptions	22
<i>Student Survey of Instruction (SSI)</i>	22
<i>Lecture</i>	23
<i>Non-Lecture</i>	24
<i>Clinical</i>	24
<i>eCampus</i>	25
<i>Summary</i>	26
<i>Technical Education Advisory Committee</i>	26
<i>Recent Meeting Summary</i>	27
<i>Recent Graduate Survey Information</i>	28
<i>Employer Survey Information</i>	29
Occupation Profile	30
<i>Occupation Description</i>	30
<i>US, State, and Area Wage Information</i>	30
<i>National, State, and County Trends</i>	31
State Graduate Outcomes	32





Program Director's Perspective: Issues, Trends, and Recent Successes	34
Recommendations/Action Plan.....	36
President's Cabinet Review.....	38
Action Plan Follow-up and Evaluation Report.....	39
References.....	41
Contact Information	41
Appendix A: Program Overview (2007).....	42
Appendix B: Advisory Board Committee Minutes, 2007-08.....	47
Appendix C: Advisory Board Committee Minutes, 2006-07	48
Appendix D: Advisory Board Committee Minutes, 2005-06	49





Executive Summary

Introduction

The program review process at St. Petersburg College (SPC) is a collaborative effort designed to continuously measure and improve the quality of educational services provided to the community.

Program Description

The goal of this program is to prepare the student with a diverse background in the history, philosophy, organization and operation of the various arenas of public safety and their respective processes. The flexibility of this degree is that the student is allowed to select an option/sub plan and still be able to receive a well rounded foundation of the public safety field. The Associate in Science degree program allows students to not only graduate with an AS degree, but also be able to meet the entrance requirements to continue the BAS degree in public safety.

Degrees Offered

Various degrees are offered within the Criminal Justice Technology program including an Associate in Science degree in Criminal Justice Technology, Public Safety Services. Program Certificates include Computer Related Crime Investigations, Crime Analysis, and Homeland Security.

Program Performance

- *Actual Course Enrollment* has fluctuated in the Criminal Justice Technology program over the last three academic years. Actual Enrollment decreased during 2006-07 Fall and Spring semesters, from the previous year.
- *Student Semester Hour (SSH) Productivity* in the Criminal Justice Technology program over the last three semesters of 2006-07 hovered at about 0.85. The 2006-07 Fall and Spring semesters showed an increase from the 2005-06 SSH values.
- The number of *program graduates* in the Criminal Justice Technology Associate in Science degree program decreased (8) in 2006-07 from the previous year. The number of graduates in the Certificate programs reached a five-year high (155) in 2006-07.
- *Fulltime faculty* taught 100% of the ECHs in 2005-06, as compared to 66.3% in 2006-07.

Program Profitability

- The *Relative Profitability Index (RPI-T)* for the Criminal Justice Technology program increased (0.29) during 2006-07 from the previous year.

Program Improvements

- There were no *Capital Expenditures* for the Criminal Justice Technology program during the past three years.





Academic Outcomes

- The Criminal Justice Technology program was established in 2006, and is scheduled to be evaluated through an Academic Program Assessment Report (APAR) in 2008-09.

Stakeholder Perceptions

- All the individual average content area scores for the *Student Survey of Instruction (SSI)* were above the traditional threshold (an average of 5.0) used by the College for evaluating seven-point satisfaction scales. These results suggest general overall satisfaction with the courses within the Criminal Justice Technology program; specifically, as they relate to faculty/student interaction, course organization, course presentation, and evaluation methodologies.
- A Criminal Justice Technology *advisory committee* meeting was held on October 2, 2007. The meeting consisted of program updates about port security, and gang investigations, and discussions about program challenges.
- *Recent Graduate surveys* were provided to the 2005-06 graduates of the Criminal Justice Technology program. About twenty-eight percent (8 of the 28) graduates surveyed responded to the survey. After receiving permission from the respondents to contact their employers, two employer surveys were sent out. Not all respondents answer every survey question; therefore, the percentages listed below represent the responses to each survey question in relation to the total number of responses received for each question.

Notable results include:

- 83.3% of recent graduate survey respondents, who were employed, were employed full-time.
- 66.7% of recent graduate survey respondents had a current position related to their studies.
- 62.5% of recent graduate survey respondents indicated their main goal in completing a degree or certificate at SPC was to '*Continue my education*', 25.0% '*Obtain employment*'; while the remaining 12.5% stated to '*Get a promotion*'.
- 62.5% of recent graduate survey respondents indicated that their SPC degree allowed them to '*Continue my education*'; 37.5% '*Change career fields*'; 37.5% '*Meet certification-training needs*'; 37.5% '*Earn more money*'; and 25.0% indicated the degree allowed them to '*Obtain employment*'. [Note: The total may exceed 100% as this question allows multiple responses]
- 37.5% of recent graduate survey respondents indicated that SPC did '*Exceptionally well*' in helping them meet their goal, 37.5% '*Very well*', while 25.0% thought that SPC did '*Adequately*' in helping them meet their goal.
- For hourly employees, 50.0% of recent graduate survey respondents earned \$25.00 or more per hour, while the remaining 50.0% earned less than \$7.50 per hour.
- For salary employees, 25.0% of recent graduate survey respondents earned \$70,000 or more, 50.0% earned between \$50,000 and \$59,999 per





year, while the remaining 25.0% earned between \$40,000 and \$49,999 per year.

- 75.0% of recent graduate survey respondents indicated they are continuing their education.
- 100.0% of recent graduate survey respondents would recommend SPC's Criminal Justice program to another.
- Due to a midyear change in the survey format, only one survey respondent provided an evaluation of their college preparation. Since a single response can not accurately represent the entire program, graduate survey results about college preparation will not be reported.
- Two *Employer Surveys* were sent out to employers based on the permission provided by recent graduates in the 2005-06 recent graduate survey, but only one responded. Since a single response can not accurately represent the entire program, graduate survey results about college preparation will not be reported.

Occupation Profile

- *2005 median yearly income* for Criminal Justice Technology was \$46,300 in the US, and \$47,500 in the State of Florida.
- *Employment trend information* suggests a significant average annual increase (16% - 20%) in employment for the profession over the next 5 - 7 years for the country and state.

State Graduates Outcomes

- *State Graduates* data indicated that almost forty (37) students completed a state Criminal Justice Officer Adm. program in 2003-04, of those thirty-six (36) had some matching state data. Ninety-seven percent (33) of those state graduates were employed at least a full quarter. SPC's graduates exceeded this rate, with 100% of the graduates employed at least a full quarter.
- Almost one-hundred eighty (177) students completed a state Criminal Justice Technology program in 2003-04, of those one-hundred sixty-four (164) had some matching state data. Ninety-five percent (140) of those state graduates were employed at least a full quarter.

Program Director's Perspective: Issues, Trends, and Recent Successes

Overview

The Criminal Justice Technology Program is strengthening. We are now offering face to face classes at the Tarpon Springs campus to allow those in the north county to participate. The addition of the Gang Investigations sub plan will again be a drawing point for more students. The gang courses are also a great supplement for those corrections officers that received only 12 credits for their academy articulation.

Enrollment

It is important to note that during this time period the law enforcement academy changed from "credit" to PSAV or "non credit" thus skewing the enrollment data. This would explain the drop in student enrollment as these academy students would not show under the academic enrollment numbers.

Criminal Justice Technology
2007-08 Comprehensive Academic Program Review
Department of Institutional Research and Effectiveness





Productivity

The slight decline in productivity noted in this document is reactionary to the decline in student enrollment. To adjust for this, a standard course offering is being constructed to provide students with a mapped plan of courses and thus create the demand, and increase the number of students in each course on a term basis. This has proven successful within other programs throughout the college. As previously noted, the mapping of these CJPSS courses and offerings in the north county has resulted in an increase in productivity (90%) during Spring 2008.

Program Graduates

Although there is a slight decrease in AS Degree graduates, you will note that certificate completions reached a 5-year high. Since the AS Degree is no longer academically linked to the law enforcement academy the students do not readily complete the AS Degree. This is somewhat of an anomaly in the field of law enforcement and corrections. A two-year degree is not necessary for entry into the field of law enforcement or corrections. New officers are on probationary status for the period of one year and can be removed from the agency without cause. While in the probationary status their schedules rotate frequently thus taking courses may not be an option for many until they are settled into their new position with some consistency in their work schedule. As a result there is a time lapse as to when students return to complete the degree.

Faculty

A position in Criminal Justice is vacant and currently posted. We are seeking someone with the academic credentials to teach across disciplines and oversee the CJ courses. Currently we rely on adjunct instructors for the face to face and online courses.

Recommendations/Action Plan

- Program Recommendations and action plans are compiled by the Provost and Program Director, and are located at the end of the document.



SPC Mission Statement

The mission of St. Petersburg College is to provide accessible, learner-centered education for students pursuing selected baccalaureate degrees, associate degrees, technical certificates, applied technology diplomas and continuing education within our service area as well as globally in program areas in which the College has special expertise. As a comprehensive, multi-campus postsecondary institution, St. Petersburg College seeks to be a creative leader and partner with students, communities, and other educational institutions to deliver enriched learning experiences and to promote economic and workforce development. St. Petersburg College fulfills its mission led by an outstanding, diverse faculty and staff and enhanced by advanced technologies, distance learning, international education opportunities, innovative teaching techniques, comprehensive library and other information resources, continuous institutional self-evaluation, a climate for student success, and an enduring commitment to excellence.

Introduction

In a holistic approach, the effectiveness of any educational institution is the aggregate value of the education it provides to the community it serves. For over seventy-five years, St. Petersburg College (SPC) has provided a wide range of educational opportunities and services to a demographically diverse student body producing tens of thousands of alumni who have been on the forefront of building this county, state, and beyond. This is due, in large part, to the College's institutional effectiveness.

Institutional Effectiveness

Institutional Effectiveness is the integrated, systematic, explicit, and documented process of measuring performance against the SPC mission for the purposes of continuous improvement of academic programs, administrative services, and educational support services offered by the College.

Operationally, the institutional effectiveness process ensures that the stated purposes of the College are accomplished. In other words did the institution successfully execute its mission, goals, and objectives? At SPC, the Offices of Planning, Budgeting, and Research work with all departments and units to establish measurable statements of intent that





are used to analyze effectiveness and to guide continuous quality improvement efforts. Each of St. Petersburg College's units is required to participate in the institutional effectiveness process.

The bottom-line from SPC's institutional effectiveness process is improvement. Once SPC has identified what it is going to do then it acts through the process of teaching, researching, and managing to accomplish its desired outcomes. The level of success of SPC's actions is then evaluated. A straightforward assessment process requires a realistic consideration of the intended outcomes that the institution has set and a frank evaluation of the evidence that the institution is achieving that intent.

There is no single right or best way to measure success, improvement, or quality. Nevertheless, objectives must be established, data related to those objectives must be collected and analyzed, and the results of those findings must be used to improve the institution in the future. The educational assessment is a critical component of St. Petersburg College's institutional effectiveness process.

Educational Assessment

Educational programs use a variety of assessment methods to improve their effectiveness. Assessment and evaluation measures are used at various levels throughout the institution to provide provosts, deans, program managers, and faculty vital information on how successful our efforts have been.

While the focus of a particular educational assessment area may change, the assessment strategies remain consistent and integrated to the fullest extent possible. The focus for Associate in Arts degrees is targeted for students continuing on to four-year degree programs as opposed to the Associate in Applied Science, Associate in Science, and Baccalaureate programs which are targeted towards students seeking employable skills. The General Education based assessments focus on the general learning outcomes from all degree programs, while Program Review looks at the viability of the specific programs.

The individual reports unique by their individual nature are nevertheless written to address how the assessments and their associated action plans



have improved learning in their program. The College has developed an Educational Assessment Website (<https://it.spcollege.edu/edoutcomes/>) to serve as repository for all SPC's educational outcomes reports and to systematically manage our assessment efforts.

Program Review Process

The program review process at St. Petersburg College is a collaborative effort to continuously measure and improve the quality of educational services provided to the community. The procedures described below go far beyond the "periodic review of existing programs" required by the State Board of Community Colleges; and exceeds the necessary guidelines within the Southern Association of Community Colleges and Schools (SACS) review procedures.

State guidelines require institutions to conduct program reviews every five years as mandated in chapter 1001.02(6) of the Florida Statutes, the State Board of Education (formerly the Florida Board of Education) must provide for the review of all academic programs.

(6) ...The programs shall be reviewed every 5 years or whenever the state board determines that the effectiveness or efficiency of a program is jeopardized. The State Board of Education shall define the indicators of quality and the criteria for program review for every program. Such indicators include need, student demand, industry-driven competencies for advanced technology and related programs, and resources available to support continuation. The results of the program reviews must be tied to the university and community college budget requests.

In addition, Rule 6A-14.060 (5) states that each community college shall:

(5) ...Develop a comprehensive, long-range program plan, including program and service priorities. Statements of expected outcomes shall be published, and facilities shall be used efficiently to achieve such outcomes. Periodic evaluations of programs and services shall use placement and follow-up data, shall determine whether expected



outcomes are achieved, and shall be the basis for necessary improvements.

Recently, SPC reduced the recommended program review timeline to three years to coincide with the long-standing three-year academic program assessment cycle, producing a more coherent and integrated review process. Figure 1 represents the relationship between program assessment and program reviewing during the three-year assessment cycle.

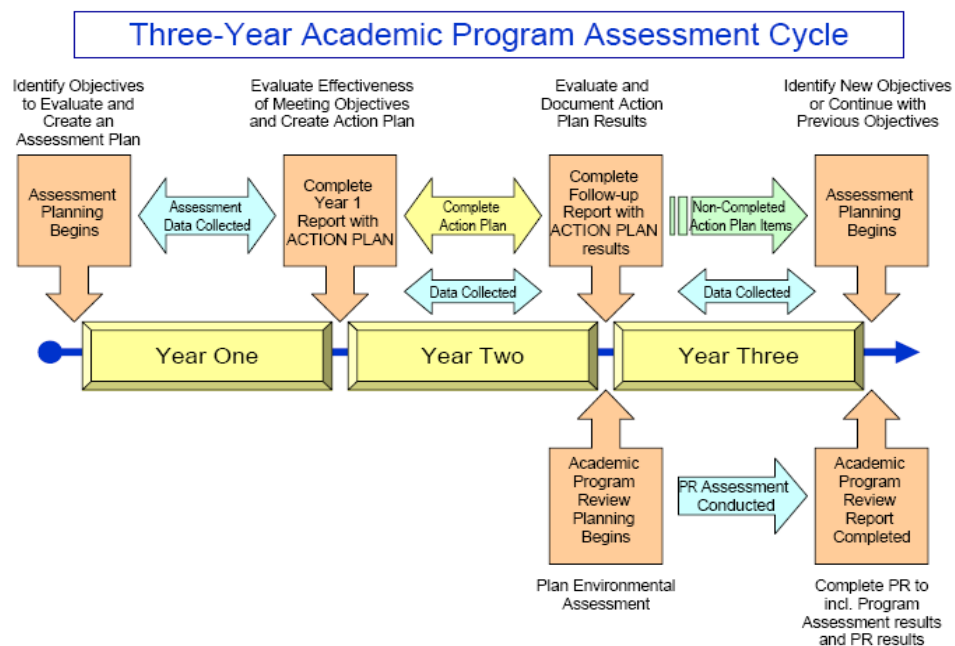


Figure 1: Three-Year Academic Program Assessment Cycle

Program Description

The goal of this program is to prepare the student with a diverse background in the history, philosophy, organization and operation of the various arenas of public safety and their respective processes. The flexibility of this degree is that the student is allowed to select an option/sub plan and still be able to receive a well rounded foundation of the public safety field. The Associate in Science degree program allows students to not only graduate with an AS degree, but also be able to meet the entrance requirements to continue the BAS degree in public safety.





Degrees Offered

Various degrees are offered within the Criminal Justice Technology program including an Associate in Science degree in Criminal Justice Technology, Public Safety Services. Program Certificates include Computer Related Crime Investigations, Crime Analysis, and Homeland Security.

For a complete listing of all courses within the Criminal Justice Technology program, please see Appendix A.

Accreditation

The Criminal Justice Technology program serves public safety agencies throughout Pinellas County and the State of Florida. The sub plans within the AS Degree allow students to focus on specific fields of interest to include Computer Related Crime Investigations, Gang Investigations, and Homeland Security. In addition, students who complete the PSAV Law Enforcement and Corrections Academy are eligible for articulated academic credit into the Law Enforcement and Corrections Officer sub plans.

With regard to outside accreditation, students who have completed the Law Enforcement and Corrections Academies and pass the state examination, become certified officers under the Criminal Justice Standards and Training Commission or CJSTC (Under the umbrella of the Florida Department of Law Enforcement).



Program Performance

Actual Course Enrollment

Actual Course Enrollment is calculated using the sum of actual student enrollment for the courses within the program (Academic Organization Code). This number is a duplicated headcount of students enrolled in the program's core courses, and does not reflect the actual number of students enrolled in the A.S. program or its associated certificates (if applicable). Actual Course Enrollment has fluctuated in the Criminal Justice Technology program over the last three academic years. Actual Enrollment decreased during 2006-07 Fall and Spring semesters, from the previous year as shown by Figure 2.

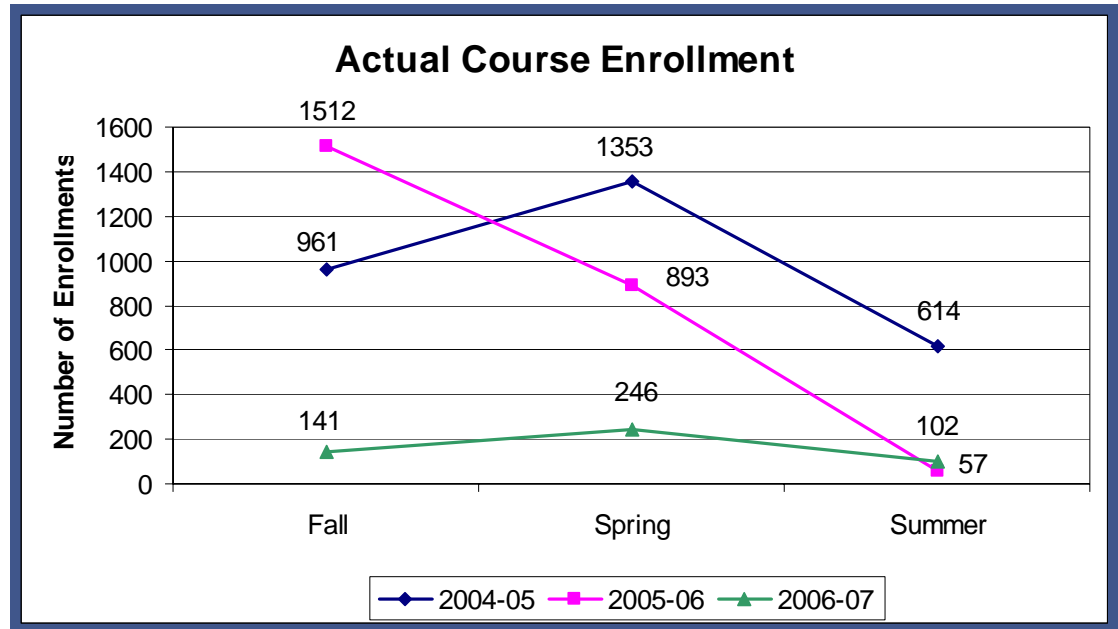


Figure 2: Actual Course Enrollment

Source: PeopleSoft Student Administration System: Course Management Summary Report (S_CMSUMM)



Productivity

Student Semester Hour (SSH) Productivity is calculated by dividing actual SSH by the budgeted SSH. SSH Productivity in the Criminal Justice Technology program over the last three semesters of 2006-07 hovered at about 0.85 as shown by Figure 3. The 2006-07 Fall and Spring semesters showed an increase from the 2005-06 SSH values.

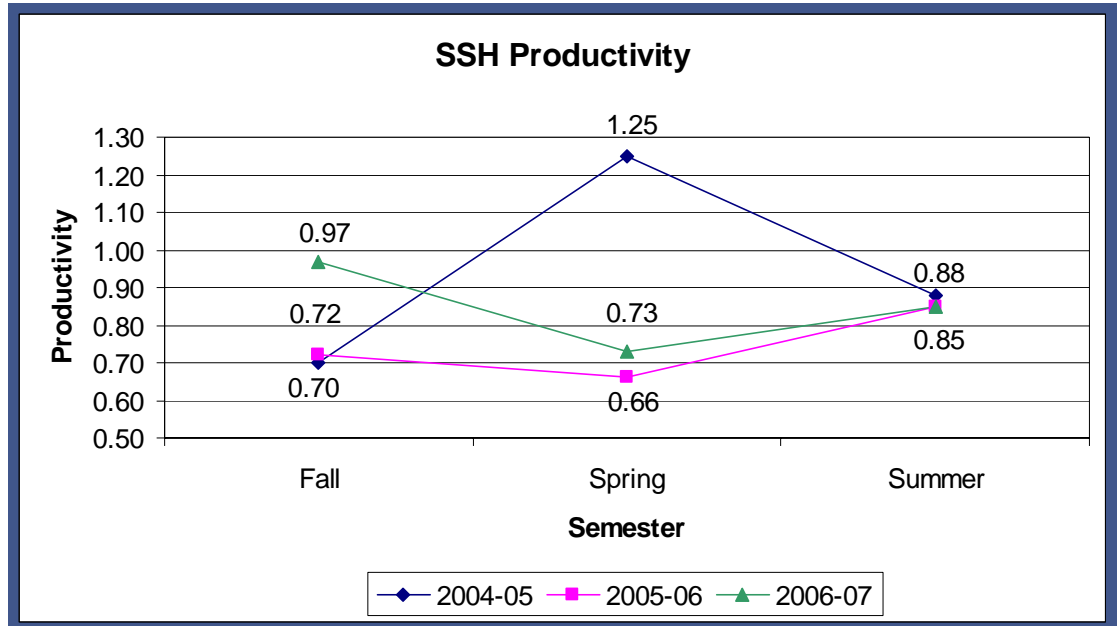


Figure 3: SSH Productivity

Source: PeopleSoft Student Administration System: Course Management Summary Report (S_CMSUMM)





Program Graduates

The number of graduates in the Criminal Justice Technology Associate in Science degree program decreased (8) in 2006-07 from the previous year. The number of graduates in the Certificate programs reached a five-year high (155) in 2006-07 as shown by Figure 4.

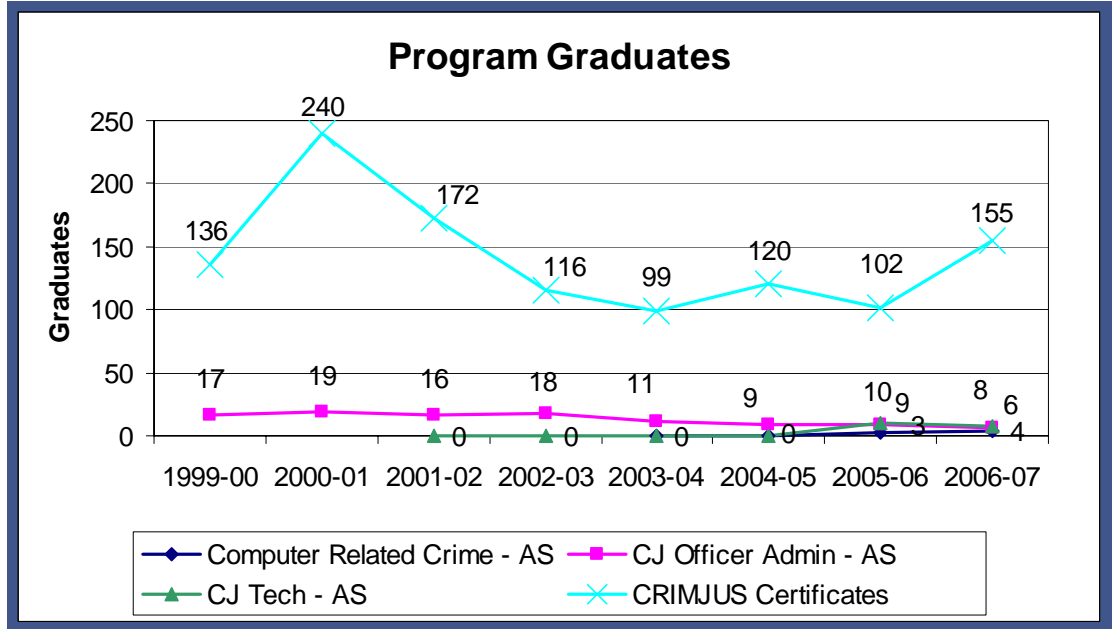


Figure 4: Program Graduates

Source: 2006-07 SPC Factbook, Table 31





Grade Distributions

To provide a reference for program performance at the classroom level, grade distributions are provided. Table 1 includes the percentage of students receiving an A, B, C, D, or F in the program core courses. The information was compiled from the college wide grade distribution report generated at the end of the session. Some course data, such as dual credit courses generally do not end at the same time as the regular campus courses and may be omitted. In addition, the number of enrollments is a duplicated headcount where students are counted for each class registered, however, only A, B, C, D, and F grades are included in the calculations.

Table 1
Program Core Course Grade Distributions

Semester	Grade Distributions				
	A	B	C	D	F
Fall 2005	62.97%	24.50%	9.89%	0.14%	2.51%
Spring 2006	53.93%	25.35%	15.19%	1.03%	4.50%
Fall 2006	57.48%	21.96%	8.41%	5.14%	7.01%
Spring 2007	35.45%	32.73%	16.36%	4.55%	10.91%
Fall 2007	51.35%	17.57%	10.81%	8.11%	12.16%

Source: Collegewide Grade Distribution Report (Generated at the end of the session)





Figure 5 provides a visual representation of the grade distributions for those students receiving a grade of A, B, or C.

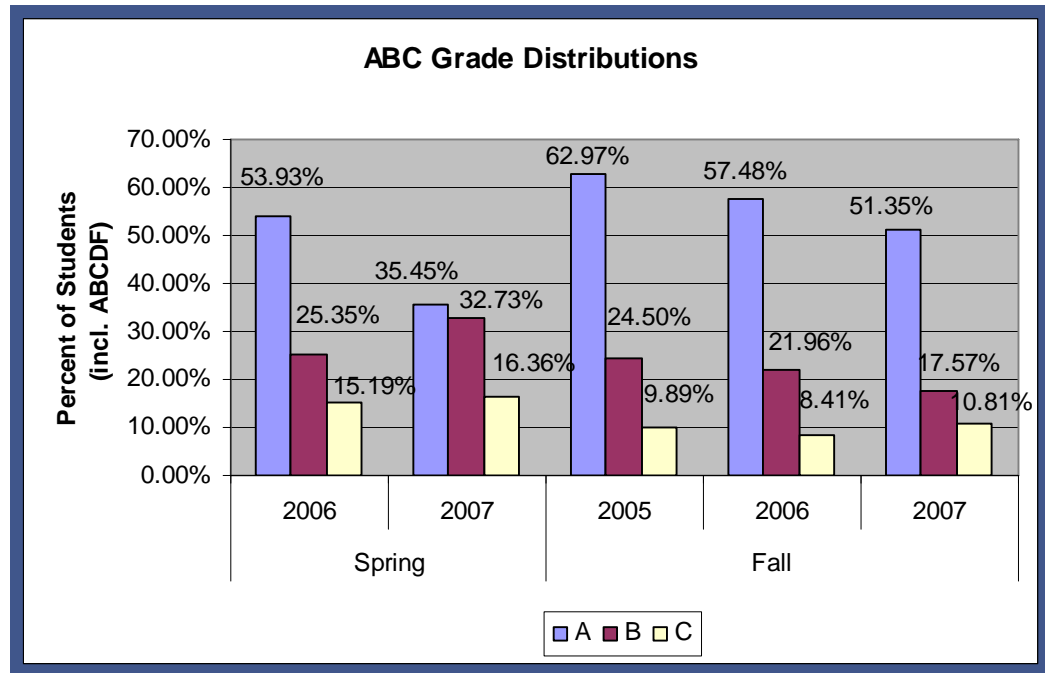


Figure 5: ABC Grade Distributions

Source: Collegewide Grade Distribution Report (Generated at the end of the session)



A classroom success rate was also calculated for the program. Classroom success is defined as the percent of students succeeding (earning a grade of A, B, and C) and once again only A, B, C, D, and F grades are included in the calculations. The vast majority of students in the program are successful in the courses as shown by Figure 6. In Spring of 2006, 94.5% of the students received a grade of A, B, or C, as compared to 84.5% in Spring of 2007. In Fall of 2006, 87.9% of the students received a passing grade as compared to 79.7% in Fall of 2007.

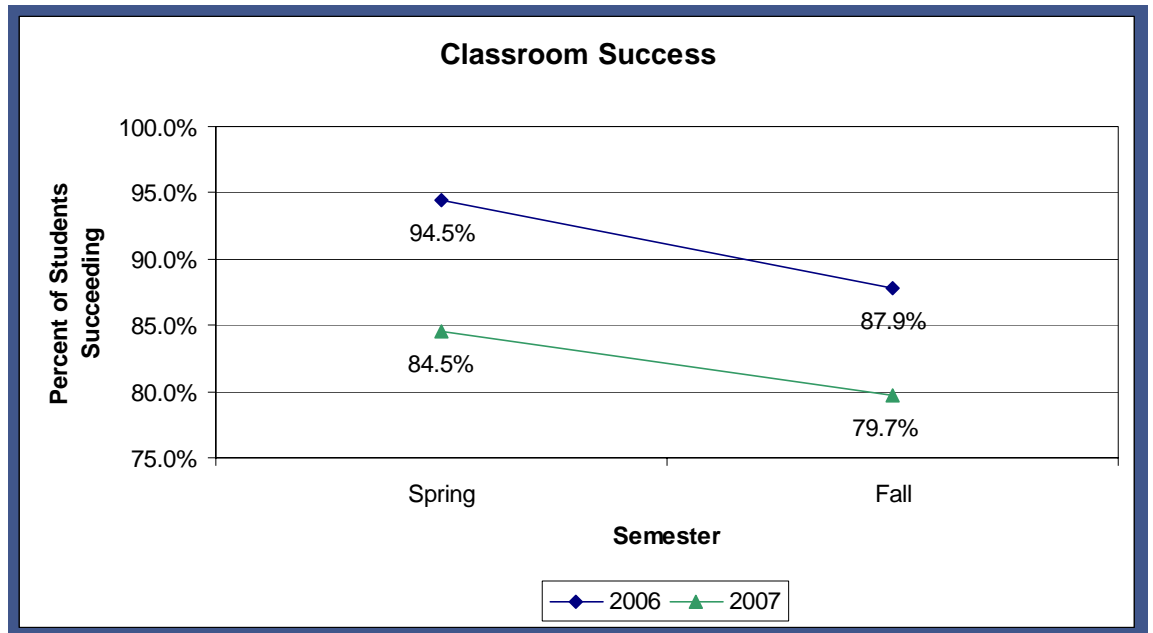


Figure 6: Classroom Success

Source: Collegewide Grade Distribution Report (Generated at the end of the session)



Fulltime/Adjunct Faculty Ratio

Table 2 displays the number and percentage of Criminal Justice Technology program equated credit hours (ECHs) taught by the individual faculty classifications. As shown, Fulltime Faculty taught 100% of the ECHs in 2005-06, as compared to 66.3% in 2006-07.

Table 2
Equated Credit Hours by Faculty Classification

	Fulltime Faculty		Percent of Load Faculty		Adjunct Faculty	
	Number of ECHs	% of Classes Taught	Number of ECHs	% of Classes Taught	Number of ECHs	% of Classes Taught
Fall 2004-05	59.0	71.10%	0.0	0.00%	24.0	28.90%
Spring 2004-05	51.0	72.05%	0.0	0.00%	19.8	27.95%
Summer 2004-05	13.2	43.73%	0.0	0.00%	17.0	56.27%
2004-2005 Total	123.3	66.97%	0.0	0.00%	60.8	33.03%
Fall 2005-06	37.4	100.00%	0.0	0.00%	0.0	0.00%
Spring 2005-06	36.0	100.00%	0.0	0.00%	0.0	0.00%
Summer 2005-06	6.5	100.00%	0.0	0.00%	0.0	0.00%
2005-06 Total	79.9	100.00%	0.0	0.00%	0.0	0.00%
Fall 2006-07	24.3	70.23%	0.0	0.00%	10.3	29.77%
Spring 2006-07	26.8	67.00%	0.0	0.00%	13.2	33.00%
Summer 2006-07	14.0	59.20%	0.0	0.00%	9.7	40.80%
2006-07 Total	65.1	66.26%	0.0	0.00%	33.2	33.74%

Source: PeopleSoft Student Administration System: Faculty/Adjunct Ratio Report (S_FACRAT)





The Fulltime/Adjunct Faculty Ratio is calculated by dividing a program's adjunct's ECHs by the sum of the Adjunct's, Percent of Load's, and Fulltime Faculty's ECHs. Figure 7 displays the Fulltime/Adjunct Faculty Ratio information for the last two academic years.

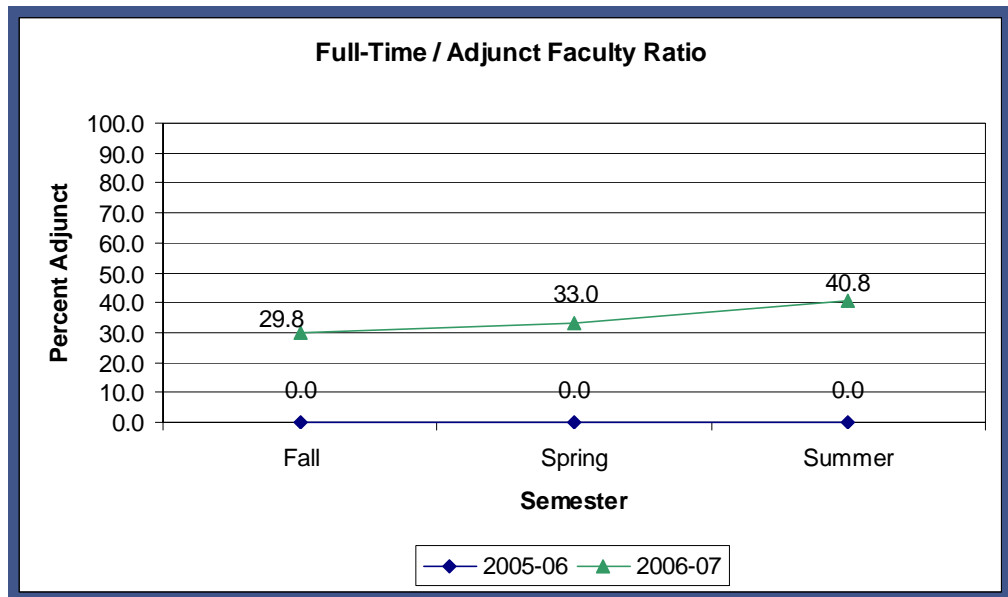


Figure 7: Full-time/Adjunct Faculty Ratio

Source: PeopleSoft Student Administration System: Faculty/Adjunct Ratio Report (S_FACRAT)





Program Profitability

Relative Profitability Index (RPI-T)

Relative Profitability Index (RPI-T) is a measure of program profitability. It is calculated by dividing a program's income by the sum of its personnel expenses and current expenses. Only Fund 10 financials are used in the calculation of RPI-T; specifically, program revenues (GL 400000), personnel expenses (GL 500000), and current expenses (GL 600000).

Program revenues (GL 400000) can include (1) student application fees and tuition, (2) out of state fees, and (3) gifts from alumni and charitable organizations.

Personnel expenses (GL 500000) can include (1) personnel salary expenses for program management, and instructional staff, (2) personnel salary expenses for OPS and student assistants, and (3) personnel benefits. Personnel assigned to multiple programs may have partial personnel expenses assigned to an individual program.

Current expenses (GL 600000) can include operating expenses for (1) travel, (2) goods and services, and (3) materials and supplies. Current expenses can also include scholarship and fee waivers.



The RPI-T for the Criminal Justice Technology program increased (0.29) during 2006-07 from the previous value (0.28) in 2005-06, as shown by Figure 8. The program's 2006-07 RPI-T value of 0.29 was below the college-wide target of 0.53 (SPC mean).

To provide a comparison of the program's RPI-T to other similar programs, three comparative measures were also calculated. The 2006-07 mean RPI-T for Public Service disciplines was 0.79, the 2006-07 mean RPI-T for Allstate programs was 0.81, and the 2006-07 mean RPI-T for programs which offered 50-75% of their courses online was 0.46.

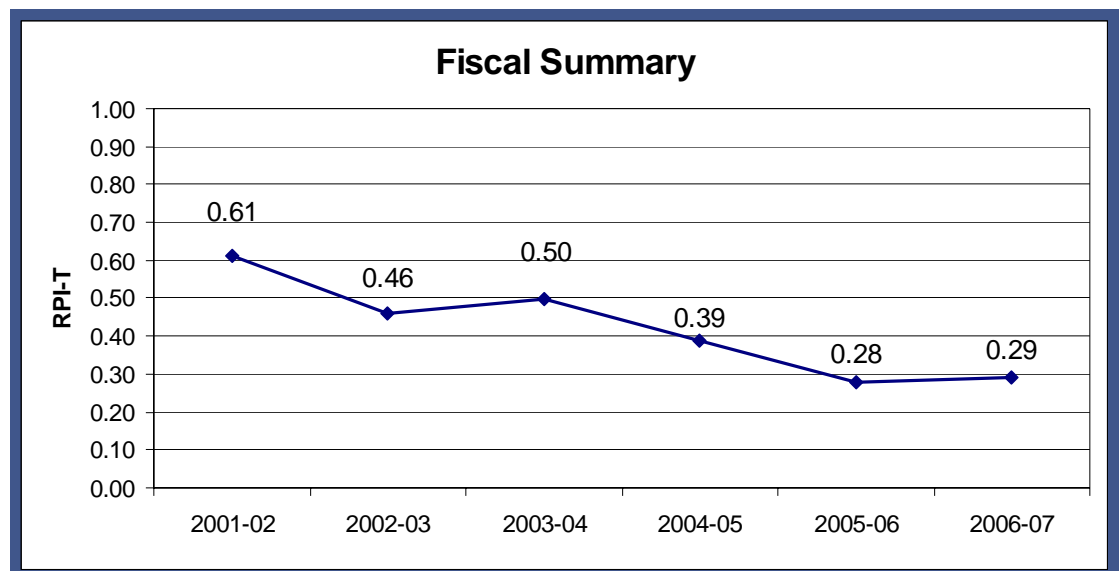


Figure 8: Fiscal Summary

Source: PeopleSoft Financial Production System: Summary of Monthly Organization Budget & Actuals Status Report (ORGBUDA1) from End of Fiscal Year



Program Improvements

Capital Expenditures

There were no Capital Expenditures for the Criminal Justice Technology program during the past three years as shown on Table 3.

Table 3

Criminal Justice Technology Capital Expenditures

Capital Expenditures			
Year	Capital Outlay	Account	Purchase Description
2004	0	700000	--
2005	0	700000	--
2006	0	700000	--
Total	0		

Source: PeopleSoft Financial Production System: Summary of Monthly Organization Budget & Actuals Status Report (ORGBUDA1) from End of Fiscal Year



Academic Outcomes

As part of SPC quality improvement efforts, academic assessments are conducted on each AAS/AS program every three years to evaluate the quality of the program's educational outcomes. The Criminal Justice Technology program was established in 2006, and is scheduled to be evaluated through an Academic Program Assessment Report (APAR) in 2008-09. Each of the program's five MLOs is listed below:

1. The student will understand the present organizational structure, functions, trends, problems and issues of the local, state and federal police, courts and correctional agencies within the American criminal justice system.
2. The student will understand the historical, philosophical and theoretical origins of substantive and procedural law, and the criminal justice system.
3. The student will demonstrate an understanding of the investigative process.
4. The student will demonstrate knowledge of technology and its use in criminal justice professions.
5. The student will demonstrate knowledge of crimes, causation, enforcement and prevention.



Stakeholder Perceptions

Student Survey of Instruction (SSI)

Each Fall and Spring semester, St. Petersburg College (SPC) administers the Student Survey of Instruction. Students are asked to provide feedback on the quality of their instruction using a 7-point scale where 7 indicates the highest rating and 1 indicates the lowest rating.

Several variations of the SSI survey exist including lecture, non-lecture, clinical, and eCampus (on-line) versions. The purpose of the SSI survey is to acquire information on student perception of the quality of courses, faculty, and instruction, and to provide feedback information for improvement.

The survey questions are grouped into four categories; faculty/student interaction, organization, presentation, and evaluation, as defined below:

- Faculty/Student Interaction - focuses on how successful the faculty was in encouraging students to excel, the time spent on relevant course material, and responding to concerns and questions both inside and outside of the classroom.
- Organization - deals with clear instructions, defined objectives, relevant course materials, and whether the assignments were challenging.
- Presentation - focuses specifically on the instructor and their preparation for the course, enthusiasm for course, time spent on course related activities, ability to speak clearly and distinctly, thorough explanation of the subject matter, and assignment of material throughout the term.
- Evaluation - focuses on course expectations and grading policies, applying the stated grading policies consistently and impartially, and giving applicable course assignments including quizzes and exams.





Lecture. The lecture version of the survey is distributed to all students enrolled in traditional classroom sections within the College. The 2006 SSI results show a slight increase for the Criminal Justice Technology program, over the Fall 2005 scores in all four content areas. The average scores are all well above the traditional threshold (an average of 5.0) used by the College for evaluating seven-point satisfaction scales during all four semesters. The average survey results by semester and content area are shown by Figure 9.

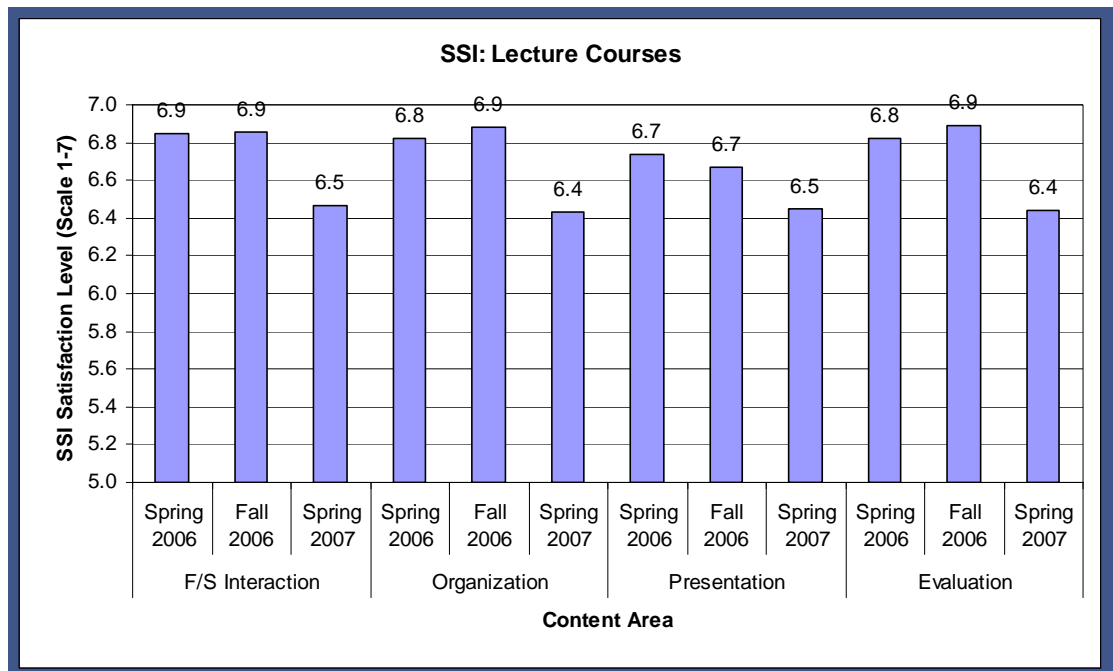


Figure 9: SSI Lecture Courses

Source: PeopleSoft Student Administration System: Query S_SSI_CHRT_QRY_CAMPUS





Non-Lecture. Lab courses and self-paced or directed individual study use the non-lecture version of the survey. There were no SSI results for Clinical classes in the Criminal Justice Technology program during the time of the review.

Clinical. The clinical version of the survey is distributed to all students enrolled in a clinical specific class. There were no SSI results for Clinical classes in the Criminal Justice Technology program during the time of the review.





eCampus. The eCampus or on-line version of the SSI survey is electronically distributed to all students enrolled in on-line courses at the College. The Project Eagle Research Capsule #4 provides information on the difference in the wording of the questions (<http://www.spcollege.edu/eagle/research/perc/perc4.htm>). The average scores are all well above the traditional threshold (an average of 5.0) used by the College for evaluating seven-point satisfaction scales during all four semesters. The average survey results by semester and content area are shown by Figure 10.

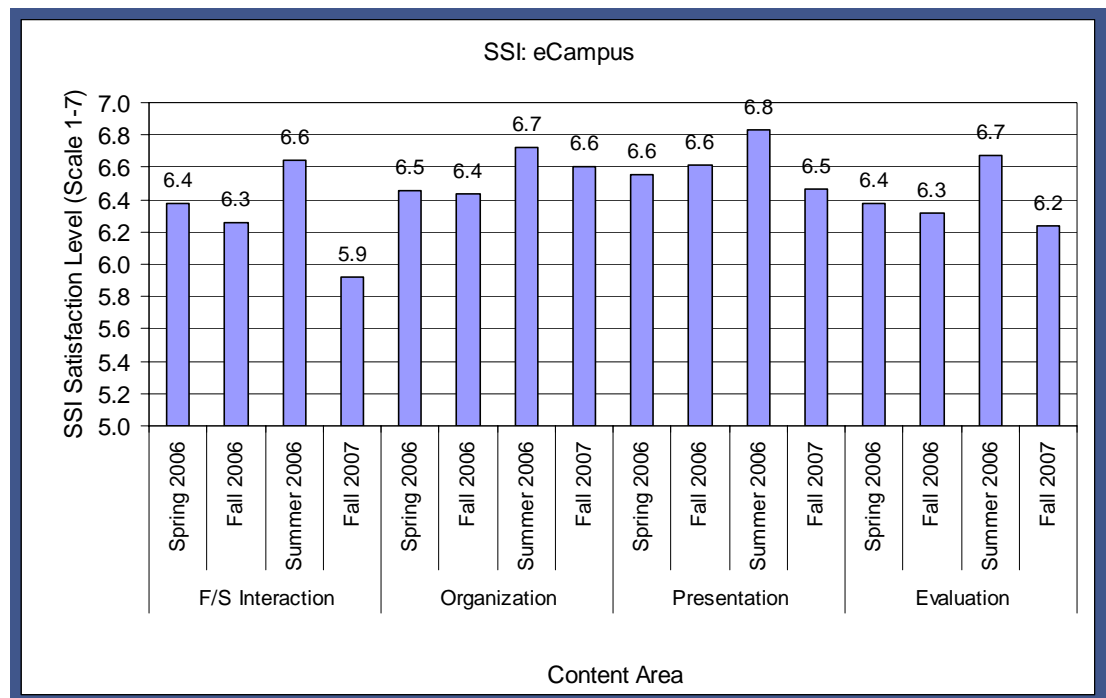


Figure 10: SSI eCampus Courses

Source: PeopleSoft Student Administration System: Query S_SSI_CHRT_QRY_CAMPUS





Summary. All the individual average content area scores were above the traditional threshold (an average of 5.0) used by the College for evaluating seven-point satisfaction scales. These results suggest general overall satisfaction with the courses within the Criminal Justice Technology program; specifically, as they relate to faculty/student interaction, course organization, course presentation, and evaluation methodologies.

Technical Education Advisory Committee

Community input and participation is an important component of the educational process at the College. The technical education advisory committees are an example of community input. Advisory committees meet a minimum of twice annually with additional meetings as needed for good program coordination.

Advisory committee members are appointed by the College President to serve a one-year term of office and must have a demonstrated competency in the program specialty area or an understanding of the program and of the community at large. An exception to the above may be a lay person directly involved in a related program field such as counseling, public relations, or administration of a business or industry.

Specific Duties of Advisory Committees are to:

1. serve as a communication channel between the college and the community;
2. determine specific skills and suggest related and technical information for the program;
3. suggest ways for improving public relations and articulation of the program with other institutions;
4. assist in recruiting, providing internships, and in placing qualified graduates in appropriate jobs;
5. keep the program personnel informed on changes in labor market, specific needs (competencies), and surpluses;
6. recommend curriculum revisions as necessary to comply with current trends;
7. assist in assessing the program needs in terms of the entire community (long-range planning);



8. assist program personnel in searching for sources of funding for scholarships, equipment, etc.;
9. in general, to advise, recommend, and assist in assuring a quality program as determined by community needs; and
10. discuss proposed equipment purchases in excess of \$9,999.99.

Recent Meeting Summary.

A Criminal Justice Technology advisory committee meeting was held on October 2, 2007. The meeting consisted of program updates about port security, and gang investigations, and discussions about program challenges.

Program Updates. Attendees discussed the possible development of a port security certificate with articulation into the AS degree and transferability into the 4-year program. All felt that with new legislation this could work well for the program.

Gang Investigations begins in January of 07 and will roll out 3 courses. The balance of the courses will be completed and submitted for flexible access by January of 07.

Program Challenges. The three program challenges listed below were discussed.

A. Course Cleanup - The program staff is in the process of reviewing all courses and content within the online programs and making the necessary changes. This is an ongoing process to ensure consistency within the program in relation to the requirements of the field.

B. State Challenges - The state of Florida is changing the curriculum for law enforcement recruits. Thus we will be in the process of ensuring the new curriculum matches with the requirements of the sub-plan for the AS Degree.

C. Marketing - The program staff will continue to work on the website as a means of attracting students and providing accurate information. In addition, we have placed an instructor in the north part of the county to teach core courses in CJ to attract those students not willing to make the drive to the Allstate Center.



The complete committee minutes along with the minutes from previous meetings are located in Appendices B, C, and D.

Recent Graduate Survey Information

Twenty-eight Alumni Surveys were provided to 2005-06 graduates of the Criminal Justice program. Responses were received from 6 A. S. graduates and 2 Certificate completers.

About twenty-eight percent (8 of the 28) graduates surveyed responded to the survey. After receiving permission from the respondents to contact their employers, two employer surveys were sent out. Not all respondents answer every survey question; therefore, the percentages listed below represent the responses to each survey question in relation to the total number of responses received for each question.

Notable results include:

- 83.3% of recent graduate survey respondents, who were employed, were employed full-time.
- 66.7% of recent graduate survey respondents had a current position related to their studies.
- 62.5% of recent graduate survey respondents indicated their main goal in completing a degree or certificate at SPC was to '*Continue my education*', 25.0% '*Obtain employment*'; while the remaining 12.5% stated to '*Get a promotion*'.
- 62.5% of recent graduate survey respondents indicated that their SPC degree allowed them to '*Continue my education*'; 37.5% '*Change career fields*'; 37.5% '*Meet certification-training needs*'; 37.5% '*Earn more money*'; and 25.0% indicated the degree allowed them to '*Obtain employment*'. [Note: The total may exceed 100% as this question allows multiple responses]
- 37.5% of recent graduate survey respondents indicated that SPC did '*Exceptionally well*' in helping them meet their goal, 37.5% '*Very well*', while 25.0% thought that SPC did '*Adequately*' in helping them meet their goal.
- For hourly employees, 50.0% of recent graduate survey respondents earned \$25.00 or more per hour, while the remaining 50.0% earned less than \$7.50 per hour.
- For salary employees, 25.0% of recent graduate survey respondents earned \$70,000 or more, 50.0% earned between



\$50,000 and \$59,999 per year, while the remaining 25.0% earned between \$40,000 and \$49,999 per year.

- 75.0% of recent graduate survey respondents indicated they are continuing their education.
- 100.0% of recent graduate survey respondents would recommend SPC's Criminal Justice program to another.
- Due to a midyear change in the survey format, only one survey respondent provided an evaluation of their college preparation. Since a single response can not accurately represent the entire program, graduate survey results about college preparation will not be reported.

Employer Survey Information

Two employer surveys were sent out to employers based on the permission provided by recent graduates in the 2005-06 recent graduate survey, but only one response was received. Since a single response can not accurately represent the entire program, graduate survey results about college preparation will not be reported.





Occupation Profile

Occupation Description

The occupation description used by the Bureau of Labor Statistics is shown below:

Patrol assigned area to enforce laws and ordinances, regulate traffic, control crowds, prevent crime, and arrest violators.

US, State, and Area Wage Information

The distribution of 2005 wage information for Criminal Justice Technology is located in Table 6. The median yearly income for Criminal Justice Technology was \$46,300 in the US, and \$47,500 in the State of Florida. The wage information is divided by percentiles for hourly and yearly wages. This information is also separated by location.

Table 6
Wage Information for Criminal Justice Technology

Location	Pay Period	2005				
		10%	25%	Median	75%	90%
United States	Hourly	\$13.05	\$16.89	\$22.25	\$27.74	\$33.81
	Yearly	\$27,100	\$35,100	\$46,300	\$57,700	\$70,300
Florida	Hourly	\$15.71	\$18.25	\$22.85	\$26.63	\$31.49
	Yearly	\$32,700	\$38,000	\$47,500	\$55,400	\$65,500

Source: Bureau of Labor Statistics, Occupational Employment Statistics Survey; Florida Agency for Workforce Innovation



National, State, and County Trends

Employment trend information is included in Table 7 and divided by country and state. A significant average annual increase (16% - 20%) in employment for the profession over the next 5 - 7 years for the country and state is shown.

*Table 7
State and National Trends*

United States	Employment		Percent Change	Job Openings ¹
	2004	2014		
Police and sheriff's patrol officers	638,800	738,000	+ 16 %	26,450
Florida	Employment		Percent Change	Job Openings ¹
	2004	2014		
Police and sheriff's patrol officers	38,070	45,520	+ 20 %	1,730

¹Job Openings refers to the average annual job openings due to growth and net replacement.

Note: The data for the State Trends and the National Trends are not directly comparable. The projections period for the State Trends is 2002-2012, while the projections period for the Country and County Trends is 2004-2014.

Source: Bureau of Labor Statistics, Office of Occupational Statistics and Employment Projections; Florida Employment Projections





State Graduates Outcomes

To provide reference information for the employment trend data, program graduate state outcome data is provided for all academic programs included within Criminal Justice. Criminal Justice Officer Adm. program graduate state outcome data is provided in Table 8. Criminal Justice Technology program graduate state outcome data is provided in Table 9.

Almost forty (37) students completed a state Criminal Justice Officer Adm. program in 2003-04, of those thirty-six (36) had some matching state data. Ninety-seven percent (33) of those state graduates were employed at least a full quarter. SPC's graduates exceeded this rate, with 100% of the graduates employed at least a full quarter as depicted in Table 8.

Table 8

Criminal Justice Officer Adm. Program Graduates 2003-04 Outcomes by Florida Community College

Florida Community College	Total Completers	# W/Matching State Data	# Found Employed	# Employed for a Full Qtr	% Employed For a Full Qtr
FCCJ	18	17	16	15	94%
Gulf Coast	3	3	3	3	100%
St. John's	3	3	3	3	100%
St. Petersburg	8	8	7	7	100%
Tallahassee	5	5	5	5	100%
Total	37	36	34	33	97%



Almost two-hundred (177) students completed a state Criminal Justice Technology program in 2003-04, of those one-hundred sixty-four (164) had some matching state data. Ninety-five percent (140) of those state graduates were employed at least a full quarter as depicted in Table 9. During this year SPC did not have any Criminal Justice Technology program graduates.

*Table 9
Criminal Justice Technology Program Graduates 2003-04 Outcomes by Florida Community College*

Florida Community College	Total Completers	# W/Matching State Data	# Found Employed	# Employed for a Full Qtr	% Employed For a Full Qtr
Pasco	7	7	6	6	100%
Brevard	1	1	1	1	100%
Central Florida	1	0	0	0	--
Chipola	2	2	1	1	100%
Daytona	9	8	8	8	100%
Edison	12	12	11	11	100%
FCCJ	4	4	3	2	67%
Indian River	19	16	14	14	100%
Broward	36	33	30	29	97%
Miami Dade	13	11	10	10	100%
Okaloosa	1	1	1	1	100%
Palm Beach	2	2	2	2	100%
Pensacola	2	2	2	1	50%
Polk	14	14	14	14	100%
Seminole	17	17	16	15	94%
Tallahassee	9	9	7	7	100%
Valencia	23	21	19	15	79%
Hillsborough	5	4	3	3	100%
Total	177	164	148	140	95%

Source: Florida Education and Training Placement Information Program (FETPIP), Community College Vocational Reports (<http://www.fldoe.org/fetpip/pdf/0304pdf/cc0304asc.pdf>)





Program Director's Perspective: Issues, Trends, and Recent Successes

Overview

The Criminal Justice Technology Program is strengthening. We are now offering face to face classes at the Tarpon Springs campus to allow those in the north county to participate. The addition of the Gang Investigations sub plan will again be a drawing point for more students. The gang courses are also a great supplement for those corrections officers that received only 12 credits for their academy articulation.

Enrollment

It is important to note that during this time period the law enforcement academy changed from "credit" to PSAV or "non credit" thus skewing the enrollment data. This would explain the drop in student enrollment as these academy students would not show under the academic enrollment numbers.

Productivity

The slight decline in productivity noted in this document is reactionary to the decline in student enrollment. To adjust for this, a standard course offering is being constructed to provide students with a mapped plan of courses and thus create the demand, and increase the number of students in each course on a term basis. This has proven successful within other programs throughout the college. As previously noted, the mapping of these CJPS courses and offerings in the north county has resulted in an increase in productivity (90%) during Spring 2008.

Program Graduates

Although there is a slight decrease in AS Degree graduates, you will note that certificate completions reached a 5-year high. Since the AS Degree is no longer academically linked to the law enforcement academy the students do not readily complete the AS Degree. This is somewhat of an anomaly in the field of law enforcement and corrections. A two-year degree is not necessary for entry into the field of law enforcement or corrections. New officers are on probationary status for the period of one year and can be removed from the agency without cause. While in the probationary status their schedules rotate frequently thus taking courses may not be an option for many until they are settled into their new



position with some consistency in their work schedule. As a result there is a time lapse as to when students return to complete the degree.

Faculty

A position in Criminal Justice Technology is vacant and currently posted. We are seeking someone with the academic credentials to teach across disciplines and oversee the CJT courses. Currently we rely on adjunct instructors for the face to face and online courses.





Recommendations/Action Plan

Program: Criminal Justice Technology

Date Completed: April 28, 2008

	Action Item	Completion Date	Responsible Party
1	Develop additional sites to offer programs, such as the Pinellas County Sheriffs Office.	June 2009	Dean
2	Increase the visibility of the program to local agencies.	June 2009	Dean
3	Create a middle school summer camp annually to develop future students.	June 2009	Dean
4	Have a fully staffed program. Presently there is a faculty spot open.	June 2009	Dean
5	Increase online out-of-area student base by about 5%.	June 2009	Dean



Special Resources Needed:

Marketing materials and advertising opportunities

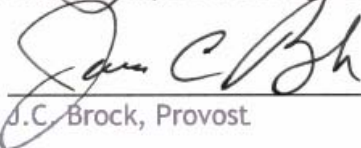
Area(s) of Concern/Improvement:

We are currently working on marketing plans for the entire college of public safety. We have revamped the website and advertised in some trade magazines as well as online. Next month we are attending the Florida Police Chief's conference to showcase our college which will provide us an audience of the entire Chiefs of Police in the State. In addition we are working on outreach initiatives to capture those students who attended academies and may be a few credits short of graduating. In the past it has been difficult to obtain a quorum for our advisory board as the members are spread throughout several different but related boards. To alleviate this we have created a single Public Safety Advisory Board which will serve 2 and 4 year and cover all sub plan areas.



Brian Frank, Dean College of Public Safety

5-19-08
Date



J.C. Brock, Provost

5/19/08
Date



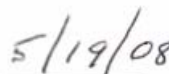


President's Cabinet Review

Summary of observations, recommendations, and decisions:



President's signature



Date



Action Plan Follow-up and Evaluation Report

Program: Respiratory Care

Date Completed:

Prepared By:

I. Action Plan Item Status

	Action Item	Completion Date	Completion Status
1			
2			
3			
4			

II. Non-Completed Action Plan Items and Plan for Completion

	Action Item	Completion Date	Completion Status
1			
2			
3			
4			





III. Evaluation of the Impact of Action Plans on Program Quality

Brian Frank, Dean College of Public Safety

Date

J.C. Brock, Provost

Date





References

Rule 6A-14.060(5). *Florida Administrative Code, Accountability Standards*. Retrieved October 2002, from the Division of Community Colleges
Web site: <http://www.firn.edu/doe/rules/6A-14.htm>

Contact Information

Please address any questions or comments regarding this evaluation to:

Carol Weideman, Ph.D.
Director, Institutional Research and Effectiveness
St. Petersburg College, P.O. Box 13489, St. Petersburg, FL 33733
(727) 341-3059
weideman.carol@spcollege.edu



Criminal Justice Technology
2007-08 Comprehensive Academic Program Review
Department of Institutional Research and Effectiveness

© Copyright St. Petersburg College, February 2008. All rights reserved.



Appendix A: Program Overview (2007)

CRIMINAL JUSTICE TECHNOLOGY PUBLIC SAFETY SERVICES (CJPSS-AS)

ASSOCIATE IN SCIENCE DEGREE

(This program is administered at the Allstate Center)
Brian Frank, Program Director, AC (727) 341-4143

The goal of this program is to prepare the student with a diverse background in the history, philosophy, organization and operation of the various arenas of public safety and their respective processes. The flexibility of this degree is that the student is allowed to select an option/sub plan and still be able to receive a well rounded foundation of the public safety field. The Associate in Science degree program allows students to not only graduate with an AS degree, but also be able to meet the entrance requirements to continue the BAS degree in Public Safety Administration.

SPECIAL ADMISSION REQUIREMENTS:

1. Complete SPC application
2. Take SPC Placement Test
3. Completion of any remedial course work
4. Attend an advising session with the program office

SPECIAL GRADUATION REQUIREMENTS:

1. A grade of "C" or better in all designated major and support courses in this program.
2. Completion of an End of Program Assessment Examination.

ADDITIONAL INFORMATION:

1. *Must have permission of the program office before registering for these courses.
2. **Must have completed the St. Petersburg College Basic Law Enforcement Academy or Basic Corrections Academy, taken and passed the FDLE State Exam, and completed any necessary preparations to have these academy credits transferred to or accepted by SPC. Other credits may be awarded from other FDLE Certified Training schools via the SPC Experiential Learning Program.

GENERAL EDUCATION COURSES (22 credits)

ENC	1101	Composition I or (Honors)	3
ENC	1102	Composition II OR (an approved Literature course)	3
SPC	1600	Introduction to Speech Communication OR (SPC 1600H, 1016, 1060 or 1060H)	3
Humanities/Fine Arts Approved Course			3
Mathematics One college-level course with a MAC, MAP, MAS, MGF, MTG or STA prefix			3
Social & Behavioral Sciences Approved Course with PSY, POS, SYG prefix			3
PHI	2649	Applied Ethics in Public Safety Professions OR (PHI 1600, 1602H, 1631, or 2635)	3
CTS	1101	Basic Computer and Information Literacy	1

MAJOR COURSES (18 credits)

CCJ	1020	Introduction to Criminal Justice	3
CCJ	2706	Survey of Research Methods for Criminal Justice	3
CJE	1202	Crime and Delinquency	3
CJE	2605	Investigative Trends	3
CJL	2062	Constitutional Law and Rules of Evidence	3
ENC	2210	Technical Writing	3

SUBPLAN A: COMPUTER RELATED CRIME INVESTIGATION* (CRCI) (24 credits)

CJE	1680	Introduction to Computer Related Crime Investigations	3
CJE	1681	The Internet as an Investigative Tool	3
CJE	1682	Tracking & Profiling Hackers, Pedophiles and Internet Stalkers	3
CJE	1683	Internet Pornography Investigations	3
CJE	1684	Internet Fraud Investigations	3
CJE	1685	Legal Aspects of Computer Related Criminal Investigations	3
CJE	1686	Forensic Computer Related Crime Investigations	3
CJE	1687	Computer Software Piracy and Copyright Infringement	3

TOTAL PROGRAM HOURS 64

Criminal Justice Technology
2007-08 Comprehensive Academic Program Review
Department of Institutional Research and Effectiveness

© Copyright St. Petersburg College, February 2008. All rights reserved.





Appendix A: Program Overview (2007) con't

OR

SUBPLAN B: CRIME ANALYSIS* (CBAN) (24 credits)

CCJ	1112	Crime Prevention and Analysis	3
CJB	1469	Introduction to Computer Applications for Analysis	3
CJE	1651	Introduction to Crime Analysis	3
CJE	1652	Statistics and Research Methods for Crime Analysis	3
CJE	1659	Introduction to Criminal Intelligence Analysis	3
CJE	1655	Criminal Investigative Analysis	3
CJE	2657	Crime Analysis Administrative Management	6

TOTAL PROGRAM HOURS 64

OR

SUBPLAN C: HOMELAND SECURITY (HLS) (24 credits)

DSC	1004	Introduction to the NRP and NIMS	3
DSC	1011	Domestic and International Terrorism	3
DSC	1039	Weapons of Mass Destruction	3
DSC	1222	Psychological Management of Weapons of Mass Destruction Victims	3
DSC	1552	Critical Infrastructure Protection	3
DSC	1562	Homeland Security Threat Strategy	3
DSC	1631	Planning Considerations Against Terrorist Activity	3
DSC	1751	Homeland and Security Policy and Law	3

TOTAL PROGRAM HOURS 64

OR

SUBPLAN D: LAW ENFORCEMENT** (LAW FNE) (24 credits)

Credits articulated and applied from completion of the PSAV Law Enforcement Academy can be used to fulfill the required 24 credits for Subplan D. Students completing this degree using this option must meet with the program office or the SEPSI Advisor in order to be certain all requirements of this option have been fulfilled.

TOTAL PROGRAM HOURS 64

OR

SUBPLAN E: CORRECTIONS** (COB) (24 credits)

Credits articulated and applied from completion of the PSAV Corrections Academy can be used towards fulfillment of the required 24 credits for Subplan E. Students completing this degree using this option must meet with the program office or the SEPSI Advisor in order to be certain all requirements of this option have been fulfilled. Courses will be identified later.

TOTAL PROGRAM HOURS 64

OR

SUBPLAN F: CROSS DISCIPLINE (CBJ) (24 credits)

Any courses with CCJ, CJB, CJD, CJE, CJL, or DSC prefixes, and CJT 1110*, CJT 1111*, CJT 2113*, CJT 2141*, CJT 2260*

TOTAL PROGRAM HOURS 64

OR

SUBPLAN G: GANG INVESTIGATIONS (GI) (24 credits)

CCJ	1512	Gangs and Terrorism	3
CCJ	2511	Intervention and Prosecution Techniques for Gangs	3
CCJ	2509	Introduction to Gangs and Crime	3
CCJ	2940	Practicum	3
CJC	2212	The Incarceration Connection	3
CJE	1177	Central America Gang Assessment	3
CJE	1204	Contemporary Topics in Gang Investigations	3
CJE	2262	Technology and Gang Intelligence Sharing	3

TOTAL PROGRAM HOURS 64





Appendix A: Program Overview (2007) con't

CRIME ANALYSIS CERTIFICATE (CRAN-CT)

Erlan Frank, Program Director, AC (727) 341-4143

The Crime Analysis program is a professional training program comprised of 24 credits. This program will provide the student with skills on how-to collect, organize, analyze crime data, and identify crime patterns and series. The student will be able to forecast future crime trends and disseminate information to the various divisions or units within the agency that will result in an effective and efficient way of deploying public safety resources to help combat crime. The degree will prepare the student for a career in the field of public safety, as a crime analyst, or law enforcement crime analyst.

The prerequisites for entry into the program are approval from the program director and have applied for admission to the college. The courses include tasks that will enhance the student's ability to manage and navigate through a computer, understand the various software and procedures currently used in this arena of crime analysis, understand the resources utilized for such a task. The student will also be provided with scenarios and case histories to explore crime analysis and gain experience.

PROGRAM REQUIREMENTS

CCJ	1020	Introduction to Criminal Justice	3
CJB	1463	Introduction to Computer Applications for Analysis	3
CJE	1651	Introduction to Crime Analysis	3
CJE	1652	Statistics and Research Methods for Crime Analysis	3
CJE	1653	Introduction Criminal Intelligence Analysis	3
CJE	1655	Criminal Investigative Analysis	3
CJE	2657	Crime Analysis Administrative Management	6

TOTAL CERTIFICATE HOURS **24**





Appendix A: Program Overview (2007) con't

COMPUTER RELATED CRIME INVESTIGATION (CRCI-CT)

CERTIFICATE

Brian Frank, Program Director, AC (727) 341-4143

Job Related Opportunities:

- Computer Security Specialist
- Corporate Computer Crime Investigator
- Computer Security Manager
- Law Enforcement Computer Crime Investigator
- Computer Forensic Investigator
- Computer Crime Consultant
- Computer Security Auditor

This certificate requires eight courses which include skills in researching, investigating, using computer software, interpreting laws, and using the Internet as an investigative tool. This certificate will prepare the student for careers in corporate computer security investigation or similar careers in law enforcement.

The prerequisites for entry to the curriculum are permission of the Program Director, a National Criminal Investigation Check (NCIC), a Florida Criminal Investigation Check (FCIC) for Florida residents and basic computer usage skills: editing files, navigating a file system, and browsing the internet. The courses include tasks that will enhance the student's ability to obtain and interpret data from various sources. The student will also be provided with scenarios and case histories to explore and gain experience.

PROGRAM REQUIREMENTS

CJE	1680	Introduction to Computer Related Crime Investigations	3
CJE	1681	The Internet as an Investigative Tool	3
CJE	1682	Tracking and Profiling Hackers, Pedophiles and Internet Stalkers	3
CJE	1683	Internet Pornography Investigations	3
CJE	1684	Internet Fraud Investigations	3
CJE	1685	Legal Aspects of Computer Related Criminal Investigations	3
CJE	1686	Forensic Computer Related Crimes Investigations	3
CJE	1687	Computer Software Piracy & Copyright Infringement	3

TOTAL CERTIFICATE HOURS **24**





Appendix A: Program Overview (2007) con't

HOMELAND SECURITY (HLS-CT)

CERTIFICATE

Jim Terry, Director, Public Safety Academies, AC (727) 572-5315

Roger Melchior, Lead Instructor (727) 341-4479

Job Related Opportunities:

- Risk Manager in private and public organizations
- Emergency Response Director
- Security Manager at the local, state or the federal levels or private industry
- Professionals interested in emergency response training and management
- Governmental and industrial emergency planner

This certificate is a comprehensive certificate focused on policy, planning and administration of emergency response teams and systems. This certificate focuses on homeland security and integrates the practical, technical and communication aspects of emergency management. Program participants will gain an understanding of problems facing response teams, learn to write emergency plans according to local, state, and federal guidelines and build communications skills as crisis advisors. These courses apply towards the Emergency Administration and Management Associate in Science degree.

PROGRAM REQUIREMENTS

DSC	1004	Introduction to the NRP and NIMS	3
DSC	1011	Domestic and International Terrorism	3
DSC	1033	Weapons of Mass Destruction	3
DSC	1222	Psychological Management of Weapons of Mass Destruction Victims	3
DSC	1552	Critical Infrastructure Protection	3
DSC	1562	Homeland Security Threat Strategy	3
DSC	1631	Planning Considerations Against Terrorist Activity	3
DSC	1751	Homeland Security Policy and Law	3

TOTAL CERTIFICATE HOURS **24**





Appendix B: Advisory Board Committee Minutes, 2007-08

Advisory Board Meeting Notes: Criminal Justice

In attendance:

Brian Frank – Program Director

Doreen Thomas – Chief Pinellas Park Police

Lisa Wentz - Pinellas County Sheriff's Office Forensics Unit

Agenda:

Welcome

Program Updates

A. Port Security – Discussed the possible development of a port security certificate with articulation into the AS degree and transferability into the 4 year program. All felt that with new legislation this could work well for the program.

B. Gang Investigations – Begins in January of 07 and will roll out 3 courses. The balance of the courses will be completed and submitted for flexible access by January of 07.

Program Challenges

A. Course Cleanup – we are in the process of reviewing all courses and content within the online programs and making the necessary changes. This is an ongoing process to ensure consistency within the program in relation to the requirements of the field.

B. State Challenges – The state of Florida is changing the curriculum for law enforcement recruits. Thus we will be in the process of ensuring the new curriculum matches with the requirements of the sub-plan for the AS Degree.

C. Marketing – we will continue to work on the website as a means of attracting students and providing accurate information. In addition, we have placed an instructor in the north part of the county to teach core courses in CJ to attract those students not willing to make the drive to the Allstate Center.

Input from Members

Members were only 2 during this meeting so we discussed the future meetings of the board. It was felt that combining the fire and criminal justice boards into a single “public safety” advisory board would be more helpful in gaining attendance as well as providing a comprehensive view on our program.





Appendix C: Advisory Board Committee Minutes, 2006-07

Advisory Board Minutes
Criminal Justice
Crime Scene
Computer Related Crime Investigations
Crime Analysis
April 11, 2007

Attendees:

Brian Frank	Program Director
Captain Anthony Holloway	Clearwater Police Department
Billie Shumway	Chief of Forensics Services Tampa Bay Region
Chief David Romine	St. Pete Beach Police
Chief Dorene Thomas	Pinellas Park Police

Crime Scene Program:

- Enrollment is good
- Courses offered in varied format (online / in class)
- Transferability of skills to employment
 - Laboratories seek persons with at least a Bachelors heavy in science
 - Possibilities of adding track or coursework with more science

Computer Related Crime Investigation

- Is being updated and emphasis is on technical aspects of investigations
- Introduce data recovery techniques to the program as a necessary skill
- Solicit private industry for support as many of these graduates will market there

Crime Analysis

- Consider dropping program as numbers are down and only large departments utilize these people. Many of these individuals are present employees who receive training from FDLE or in house.

Criminal Justice

- Emphasis of discussion was directed towards increasing numbers
- Marketing plan should be developed possible surveys going out to agencies
- Board's thought is the demographic should be the officer with 4 to 6 years on the job as they are looking for promotional opportunities and settled in the agency.
- Suggestions for marketing were:
 - Public access TV stations
 - Meetings with agencies directly
 - Mailers
 - Brainstorming for ideas on bonuses for enrolling
 - Developing a computer purchase program for enrollment to be paid back slowly over period of enrollment or possible grants

Next meeting to be announced



Appendix D: Advisory Board Committee Minutes, 2005-06

**Southeastern Public Safety Institute
St. Petersburg College
Criminal Justice Advisory Board
June 16, 2006 – Meeting Minutes**

Present:

Pat Siracusa, Esq.	State Attorney's Office
Chief David Romine	St. Pete Beach Police Dept.
Capt. Gary Schobel	Pinellas County Sheriff's Office
Ms. Carol Sciannameo	Private Investigator
Ms. Lisa Wentz	PCSO Forensics Section
Dr. Larry Stewart	Academic Dean, Allstate Center
Mary Jo Golley	Academic Staff Assistant

Absent: Capt. Anthony Holloway, Ms. Billie Shumway, Ofc. Joseph Smith, Chief Dorene Thomas, Program Dir. Angel Rosado,

Welcome & Presentation

Advisory Board Members were welcomed and the meeting was called to order by Larry Stewart at 2:00 p.m. A quorum of members was present.

Update

Dr. Stewart provided members with a copy of the minutes from the January 27, 2006 Meeting, and a motion was made and approved for acceptance.

- Update was provided on changes in Program Director status and the hiring of a lead instructor position for the Criminal Justice, Crime Scene and Fire Science/EAM programs..
- Criminal Justice Technology: An overview was made of the new Criminal Justice Public Safety Services (CJPSS) AS degree and how the Law Enforcement Academy, Corrections Academy, Computer Related Crime Investigation (CRCI) Certificate, Crime Analysis (CRAN) Certificate, Homeland Security (HLS) Certificate, and a selection of Crime Scene and Multijurisdictional Counterdrug Task Force Training (MCTFT) courses can be used towards that degree's subplans. Discussion was made on how this AS degree allows student to continue their education towards the Bachelor's of Applied Science as well as assisting the college in expanding each separate certificate program. Steps will be taken to market this new program as we believe it fills the public need.
- Crime Analysis (CRAN): Will have better enrollment numbers once advertising is in place.
- Academy changes included approval to award 15 credits to SPC students who have taken academies at other FL FDLE Certified Training Schools for Law Enforcement.

Department Changes

CEO, Mr. James C. Brock, Jr.'s vision of reorganization removes the Program Director position, and will use Lead, Full-Time Instructors to complete the administrative duties for each program. This results in the removal of the middle-man, allows classroom expertise, student support and administration to flow hand-in-hand, and saves costs.

David Brumfield – Crime Scene Technology Program

Charles Crowther – Fire Science/Emergency Admin. & Mgmt Programs

Criminal Justice Technology
2007-08 Comprehensive Academic Program Review
Department of Institutional Research and Effectiveness

© Copyright St. Petersburg College, February 2008. All rights reserved.





Appendix C: Advisory Board Committee Minutes, 2005-06 (con't)

New Hire – Criminal Justice/Computer Related Crime/Crime Analysis Programs

- Interviews for the new hire will take place in July. Requisites for hiring include Masters Degree in Criminal Justice, instructional experience and credibility. We hope to have the new person in place by July 31, 2006.

Program Challenges

- CRAN program advertising is necessary to increased enrollment numbers. Chief Romine mentioned the PASS Agency and their upcoming development of an advertising commercial on which we may be allowed to mention our new degree. A note was made to contact Tom Lange in the PASS office to inquire.

2005-2006 Academic Plan

- The academic plan for the new hire in Criminal Justice will be to set up the 2006-07 Advisory Board, set up structured program course offerings, and eliminate low enrollment/course cancellations.

Member Input

The floor was opened to all members for their questions and comments:

- Captain Schobel noted we may want to set up marketing strategies and agreements with other Universities to enhance our program. He suggested we promote at the High School level.
- The Recommendation forms were distributed to all members regarding the prior meeting. We will update and send the recommendation forms again after this meeting.
- The Effectiveness Rating Questionnaire was distributed and completed.

The meeting was adjourned.





Appendix C: Advisory Board Committee Minutes, 2005-06 (con't)

**ST. PETERSBURG COLLEGE
CRIMINAL JUSTICE ACADEMIES
ADVISORY BOARD MEETING
September 21, 2005
9:00 am**

Attendees:

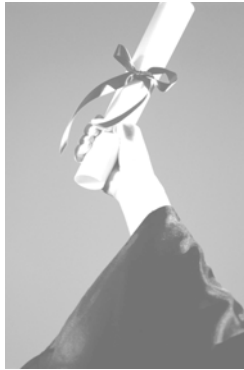
Lt. Robert Vincent	Doug Purcell
Sgt. Christopher Groff	Sgt. Ben McBride
Lt. Eric Campbell	John Dressback
Sgt. Christopher Groff	Sara Brown
Sgt. Jeff Young	Brian Frank
Lt. Paul Andrews	Julia Fernandez
Sgt. Vivian Holmes	John Gannon

Absent: Cpl. Rodney Davis
Tracy Smith
Sgt. Paula Crosby

Welcome: Meeting opened with introductions of everyone in attendance.

- All attendees given disk of CMS Curriculum.
- Discussion of CMS Curriculum.
- State examination.
- Certification scores discussed.
- First four classes received 100% passing rate.
- Discussion of CMS Curriculum for Crossover from Corrections to Law Enforcement.
- Discussion of 2006 Academy schedules.
- Discussion of high liability instructors with the need for additional instructors (especially females).
- Discussion of degree program transitioning to part-time evening academy. Academy will be in operation from 5:30 pm to 10:30 pm Monday through Friday.
- Discussion of Code of Conduct implemented for instructors.
- Fitness survey given to each attendee followed by discussion on 26 hour wellness course.
- Discussion of new policy for student registration.
- Discussion of academy critiques and evaluation of instructors.
- Roundtable discussion
- Closing
- Next meeting scheduled for March 29, 2006 at 9:00 am in room #110 at the Allstate Center.





Data and information contained herein cannot be used without the express written authorization of the St. Petersburg College. All inquiries about the use of this information should be directed to the Director of Institutional Research and Effectiveness at St. Petersburg College.

© Copyright St. Petersburg College, February 2008. All rights reserved.