2025 INSTRUCTIONAL ANNUAL PROGRAM PLANNING WORKSHEET

CURRENT YEAR: **2025**   PROGRAM(S): **AA IN CRIMINAL JUSTICE & AST IN ADMINISTRATION OF JUSTICE**

CLUSTER: **4**   AREA OF STUDY: **CRIMINAL JUSTICE & ADMINISTRATION OF JUSTICE**

LAST YEAR CPPR COMPLETED: **2024** NEXT SCHEDULED CPPR: **2027** CURRENT DATE: **2/12/2025**

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

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

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

AA IN CRIMINAL JUSTICE & AST IN ADMINISTRATION OF JUSTICE

General Program Update

Describe changes and improvements to the program, such as changes to the mission, purpose, or direction. In particular, indicate any changes that have been made to address equity gaps. *Best practices in education and facilitation in the post-Covid-19 have been adopted by the Criminal Justice Program. Online classes are still being offered while the in-person learning class modalities have been updated. The in-person classes have returned to a traditional two-day class week offering greater interaction, facilitation, and learning opportunities between the students and instructor. The dual credit courses have added an additional class. In addition to teaching CJ 101 (Introduction to Criminal Justice), Templeton High School will also be presenting CJ 206 (Concepts in Criminal Law).*

Program Sustainability Plan Update

Was a Program Sustainability Plan established in your program's most recent Comprehensive Program Plan and Review?

    Yes ☐If yes, please complete the Program Sustainability Plan Progress Report below.

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No ☒ If no, you do not need to complete a Progress Report.

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

Data Analysis and Program-Specific Measurements

A. **General Enrollment**

SLOCCCD Program Review Data - Enrollment

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

Region:	All	TERM	All

Criminal Justice Enrollments

2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024
554	522	532	729	780	594	550	503
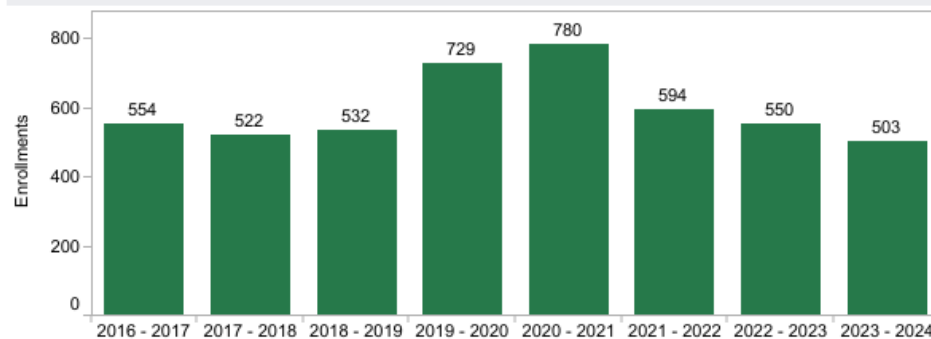
% Change - Overall College Enrollments

2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024
1.86%	2.51%	0.50%		-12.49%	-4.71%	3.23%	6.19%

% Change - Criminal Justice

2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024
-5.78%	1.92%		37.03%	7.00%	-23.85%	-7.41%	-8.55%

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

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The program experienced an 8.55% enrollment decrease in the years 2023-2024, while the college saw a 6.19% increase over the same reported years (2023-2024).

The decline is consistent with the national overall trend in the industry being experienced including California and San Luis Obispo County. Administrators in the industry agree that recruitment and retention are of the highest priorities and challenges facing this profession.
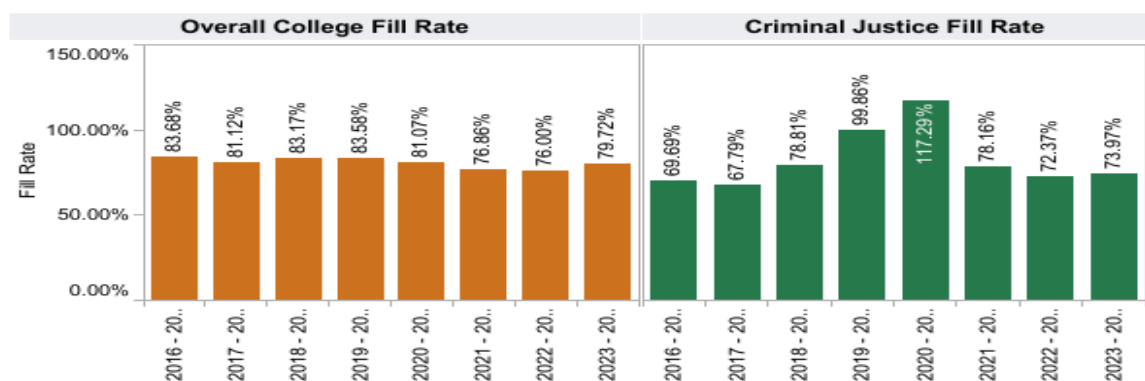
B. **General Student Demand (Fill Rate)**

Fill Rate: The ratio of enrollments to class limits. Cross listed class limits are adjusted appropriately. Also, courses with zero class limits are excluded from this measure.
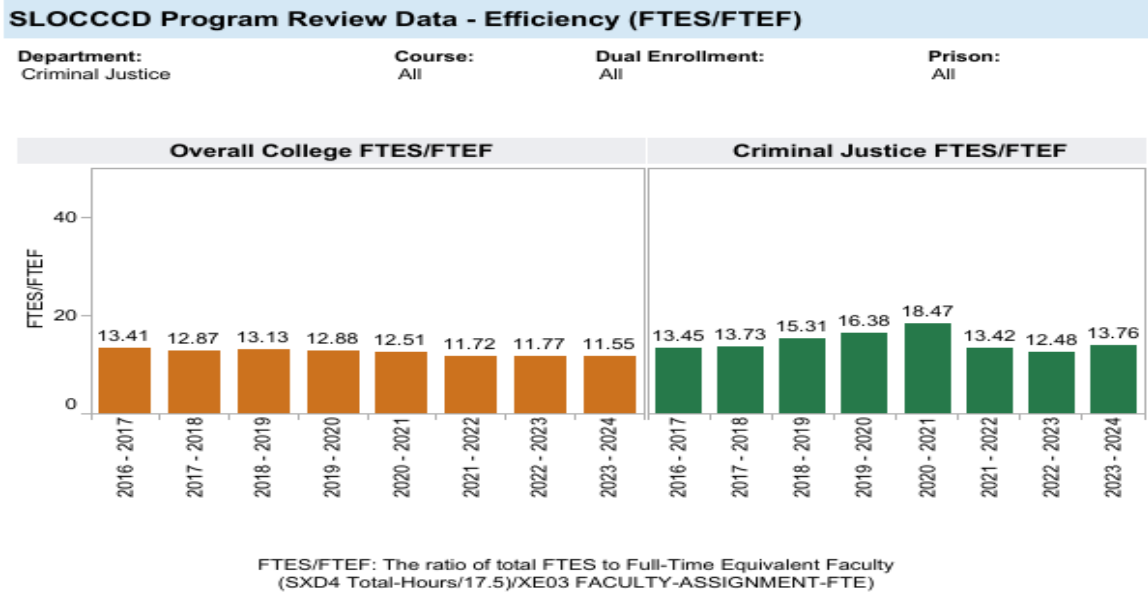
The college fill rate rose by over 3% and the Criminal Justice fill increased by 1.67% for the 2023-2024 period. The Criminal Justice fill rates per class were examined on an individual basis. The fill rates for 2022-2023 and 2023-2024 were compared and reviewed for growth or shrinkage.

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	2022-2023	**2023-2024**	**Results /Notes**
●	CJ 202: 93.5%	CJ 202: 88%	-5%, Sections reduced from 6 to 5
●	CJ 204: 65%	CJ 204: 90%	+38.46%, (No change in sections offered)
●	CJ 206: 54%	CJ 206:70%	+16%, Sections reduced from 3 to 2
●	CJ 208: 33.75%	CJ 208: 50%	+16.25%, Sections reduced from 2 to 1
●	CJ 210: 78.75%	CJ 210: 75%	-4.76%, No change in sections
●	CJ 213: 125%	CJ 213: 135%	+8%, No change in sections
●	CJ 224: 93.75%	CJ 224: 63.75%	-30 %, Sections reduced from 2 to 1
●	CJ 226: 32.5%	CJ 226: 57.50%	+25%, (No change in sections offered)
●	CJ 228: 55%	CJ 228: 33.75%	-40% (No change in sections offered)

Data interpretation: *The 2022-2023 comparison to 2023-2024 revealed some data that should be considered for future scheduling with consideration to schedule convenience and availability for both our in-person and distance learners. The results column reflects possible reasons for student decline within some sections.   The above reasons/notes column includes possible contributing factors to student decline for some classes.*

Program response: *To increase student enrollment and engagement, in-person modalities have returned to a traditional in person two-day college session. To address the enrollment decline in CJ 224 (the CJ224 Course is required for both programs AA&AST), the class is now being offered in-person and online to reach a wider range of students; students who prefer in-person, while still offering an online class for our distant learners. A summer class has also been proposed beginning Summer 2025.*

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C. **General Efficiency (FTES/FTEF)**

SLOCCCD Program Review Data - Efficiency (FTES/FTEF)

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

Overall College FTES/FTEF

Year	FTES/FTEF
2016 - 2017	13.41
2017 - 2018	12.87
2018 - 2019	13.13
2019 - 2020	12.88
2020 - 2021	12.51
2021 - 2022	11.72
2022 - 2023	11.77
2023 - 2024	11.55

Criminal Justice FTES/FTEF

Year	FTES/FTEF
2016 - 2017	13.45
2017 - 2018	13.73
2018 - 2019	15.31
2019 - 2020	16.38
2020 - 2021	18.47
2021 - 2022	13.42
2022 - 2023	12.48
2023 - 2024	13.76

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

College efficiency for 2023-2024 is 11.55 and for the Criminal Justice Program is 13.75. The Criminal Justice program saw a 2.2% increase from the previous reported period and remained above the overall numbers reported by the college.
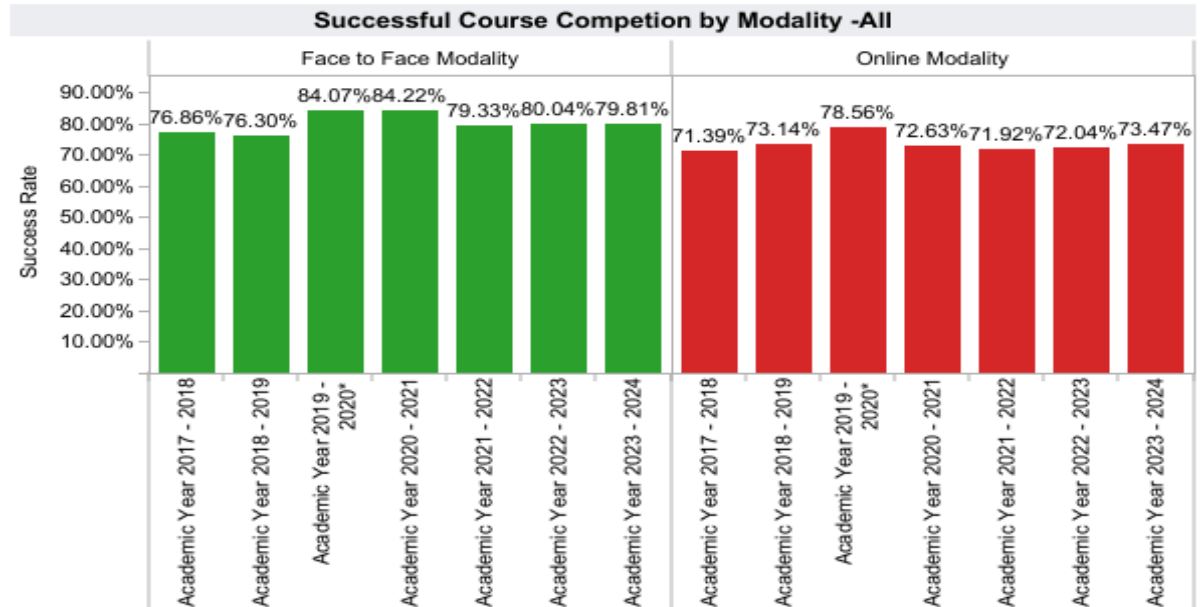
D. **Student Success—Course Completion by Modality**

Insert the data chart and explain observed differences between the program and the college.

SLOCCCD Program Review Data: Successful Course Completion

Select Department:
All

Course:
All

Legend:
🟩 Face to Face Modality
🟥 Online Modality

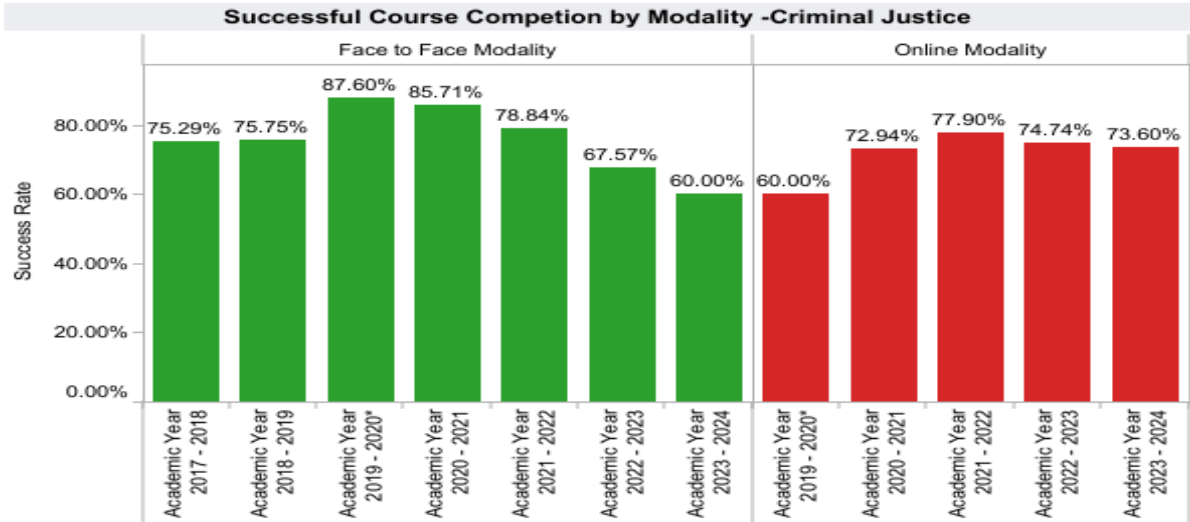#### Successful Course Competion by Modality -All

Successful Course Competion by Modality Table - All

		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023	Academic Year 2023 - 2024
Face to Face Modality	Department S..	76.86%	76.30%	84.07%	84.22%	79.33%	80.04%	79.81%
	Total Depart..	53,585	52,829	51,891	11,706	22,192	30,721	33,614
Online Modality	Department S..	71.39%	73.14%	78.56%	72.63%	71.92%	72.04%	73.47%
	Total Depart..	12,311	14,888	16,965	48,506	34,882	28,278	28,524

SLOCCCD Program Review Data: Successful Course Completion

Select Department: Course: Legend:
Criminal Justice All ■ Face to Face Modality
  ■ Online Modality

Successful Course Competion by Modality -Criminal Justice
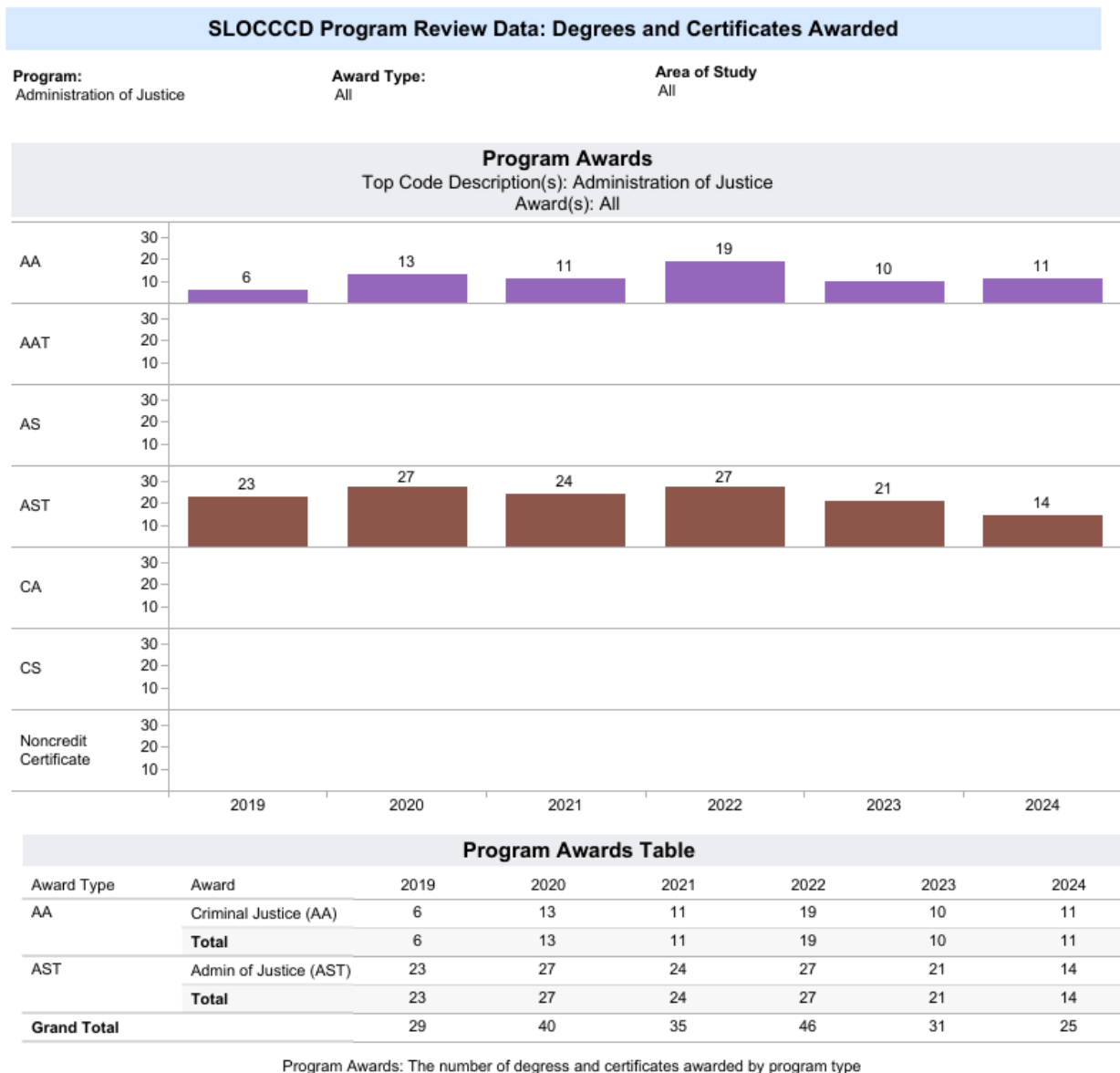

Successful Course Competion by Modality Table - Criminal Justice

		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023	Academic Year 2023 - 2024
Face to Face Modality	Department S..	75.29%	75.75%	87.60%	85.71%	78.84%	67.57%	60.00%
	Total Depart..	522.0	532.0	689.0	106.0	241.0	261.0	200.0
Online Modality	Department S..				60.00%	72.94%	77.90%	74.74%	73.60%
	Total Depart..				40.0	674.0	353.0	289.0	303.0

The College's face to face classes reported 79.81% while the Criminal Justice Classes were reported at 60%. The Criminal Justice saw a 7.57% drop from the previous reported year. The online classes for the College were reported at 73.47% and the Criminal Justice classes reported 73.6%. The online classes experienced a 1.14 increase in enrollment.

E. **Degrees and Certificates Awarded**

Insert the data chart and explain observed differences between the program and the college.

SLOCCCD Program Review Data: Degrees and Certificates Awarded						

Program:
Administration of Justice

Award Type:
All

Area of Study
All

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

Program Awards Table							
Award Type	Award	2019	2020	2021	2022	2023	2024
AA	Criminal Justice (AA)	6	13	11	19	10	11
	Total	6	13	11	19	10	11
AST	Admin of Justice (AST)	23	27	24	27	21	14
	Total	23	27	24	27	21	14
Grand Total		29	40	35	46	31	25

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

Awards for AA saw a modest 1-point increase (2024) from the previous year (2024) while AST saw a 7 point drop from 21 to 14 from the years 2023 to 2024.

F. **General Student Success – Course Completion (Insert Aggregated Data Chart)**

Insert the data chart and explain observed differences between the program and the college.

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SLOCCCD Program Review Data: Successful Course Completion

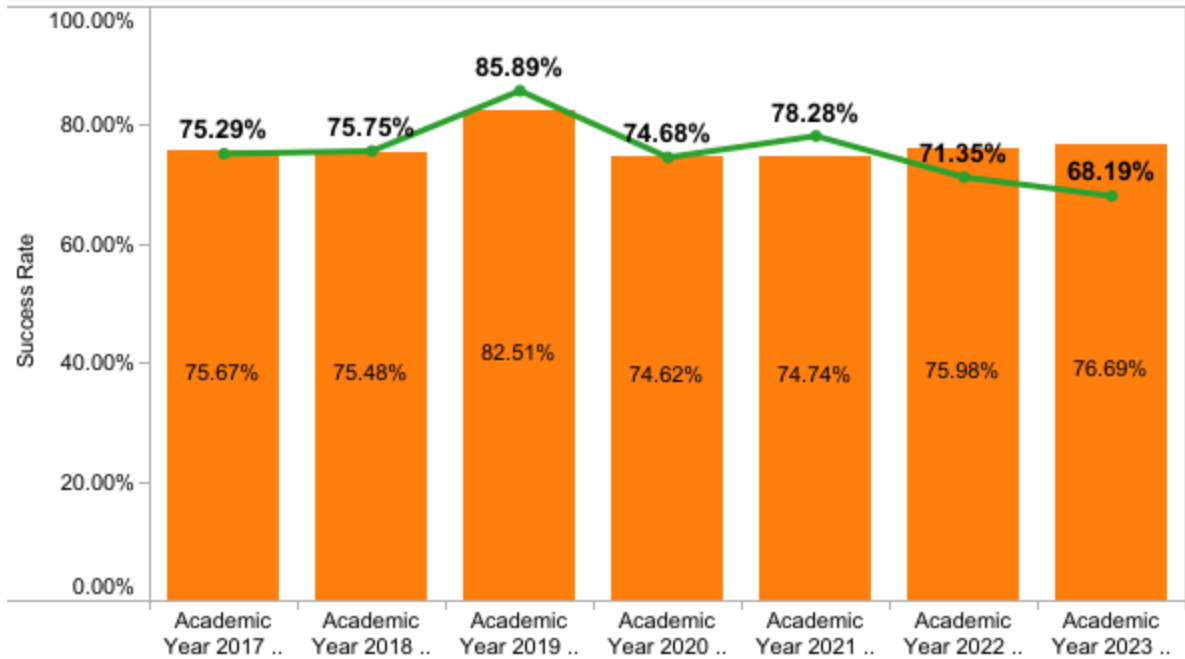**Select Department:**
Criminal Justice

COURSE
All

TERM
All

Measure Names

🟩 Department Success Rate
🟧 Overall College Success Rate

Successful Course Completion - Criminal Justice

Criminal Justice Success Rate Table

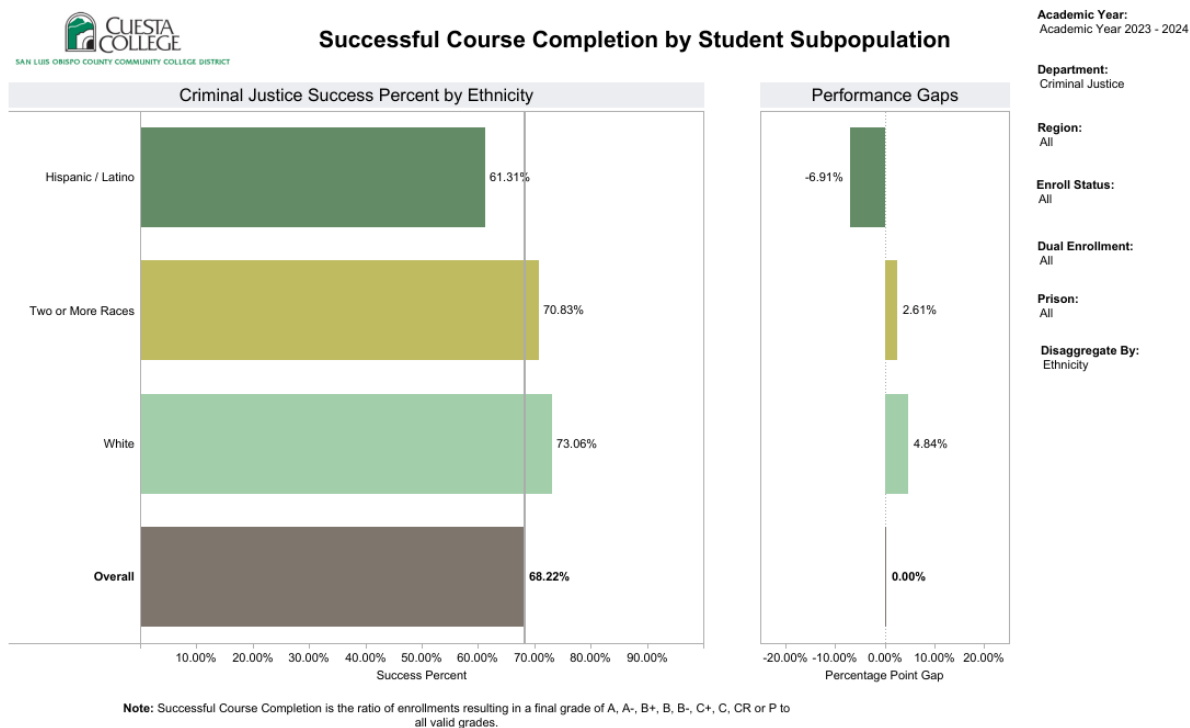|	Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023	Academic Year 2023 - 2024
Department Success..	75.29%	75.75%	85.89%	74.68%	78.28%	71.35%	68.19%
Total Enrollments	522	532	729	780	594	550	503

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

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The success rate for the 2023-204 reported year for the College was 76.69% while the Criminal Justice success rate was 68.19%.

G. Review the **Disaggregated Student Success** charts; include **any charts that you will reference. Describe any departmental or pedagogical outcomes that have occurred as a result of programmatic discussion regarding the data presented.**

The following are some questions you might want to consider:

● What specific groups are experiencing inequities? What patterns do you notice in the data? How have the equity gaps changed since the previous academic year?
● What professional opportunities are your program faculty participating in to address closing equity gaps?
● What strategies, policies and/or practices in your program have you implemented or what could be improved to better support students who experience equity gaps?

Successful Course Completion by Student Subpopulation

Academic Year: Academic Year 2023 - 2024
Department: Criminal Justice
Region: All
Enroll Status: All
Dual Enrollment: All
Prison: All
Disaggregate By: Ethnicity

Criminal Justice Success Percent by Ethnicity
- Hispanic / Latino: 61.31%
- Two or More Races: 70.83%
- White: 73.06%
- Overall: 68.22%

Performance Gaps
- -6.91%
- 2.61%
- 4.84%
- 0.00%

Note: Successful Course Completion is the ratio of enrollments resulting in a final grade of A, A-, B+, B, B-, C+, C, CR or P to all valid grades.

The performance gaps for all reported student subpopulations met or were at the College goal with the exception of our Hispanic students. The Hispanic students were 6.91% below the College goal. While the numbers must be improved, they do reflect an improvement from the previous year's gap of -8.44%. The college overall reported -5.01 deficit for Hispanics students.

The Criminal Justice Program has added an additional section of CJ224-Community, Diversity and the Justice System, a class that promotes equity inclusion and fairness in Criminal Justice, allowing students to join the conversation and propose positive change for the industry. Additionally, this class was only offered online, it is now an in-person class to allowing for greater engagement and involvement by our students in addressing inequities and gaps within our communities.

Programs and Curriculum Review PROGRESS

SECTION 1: PROGRESS CHECK ON SCHEDULED CURRICULUM UPDATES FROM CPPR

Directions:

For the following questions, please refer to #3 in Section 1 of the Programs and Curriculum Review Progress portion of last year's APPW.

1. List those programs of study (degrees and/or certificates) and courses that were scheduled for major or minor modification during the 2024 academic year in the 5-year calendar of the Curriculum Review Worksheet.

    N/A

2. From the list generated in #1, identify those programs of study and courses that underwent the scheduled modifications during the 2024 academic year. Complete the table below for those items only.

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

3. From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were scheduled during the 2024 academic year. Complete the table below for those items only.

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

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			1 year)

SECTION 2: PROGRESS CHECK ON PREVIOUSLY OUT-OF-DATE CURRICULUM UPDATES FROM CPPR

Directions: For the following questions, please refer to #3 in Section 1 of the Programs and Curriculum Review Progress portion of APPW from years before the previous academic year where incomplete curriculum updates were re-scheduled to be addressed in 2024.

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

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

2. From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were re-scheduled to during the 2024 academic year. Complete the table below for those items only. You may leave this table blank if you wrote "N/A" for the previous table.

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

Other Relevant Program Data (optional)

Provide and comment on any other data that is relevant to your program such as state or national certification/licensure exam results, employment data, etc. If necessary, describe origin and/or data collection methods used.

Program Outcomes Assessment Checklist and Narrative

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

NARRATIVE
Briefly describe program changes, if any, which have been implemented in the previous year as a direct result of the Program or Student Services Learning Outcomes Assessment. *If no program changes have been made as results of Program or Student Services Learning Outcomes Assessment, indicate: NONE.*

None.

PROGRAM PLANNING / FORECASTING FOR THE NEXT ACADEMIC YEAR
Briefly describe any program plans for the upcoming academic year. These may include but are not limited to the following: *(Note: you do not need to respond to each of the items below). If there are no forecasted plans for the program, for the upcoming year, indicate: NONE.*

A.   New or modified plans for achieving program-learning outcomes and addressing equity gaps
Additional sections of the CJ 224 class have been added as well as an in-person modality. The CJ224 class is a unique class that promotes cultural diversity, equity, inclusion, and fairness in the many fields of Criminal Justice.
B.   Anticipated changes in curriculum, scheduling or delivery modality
In-person classes have returned to a two-day/in-person modality from the one day-hybrid schedule previously in place. Summer classes for Criminal Justice Classes have been proposed and introduced for the Summer 2025 Class. The class supports both the AA and AST tracks.
C.   Levels, delivery or types of services *(None)*
D.   Facilities changes *(None)*
E.   Staffing projections *(None)*
F.   Other

Program Sustainability Plan Progress Report

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

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

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