**ANNUAL STATUS REPORT**

**Criminal Justice and Law Enforcement**

**Academic Programs – Associate’s Degree Level**

**Massachusetts Board of Higher Education**

**One Ashburton Place Room 1401**

**Boston, MA 02108**

[**www.mass.edu**](http://www.mass.edu)

*updated June 2015*

**Table of Contents**

|  |  |
| --- | --- |
|  |  |
|  | **Annual Report Cover Sheet** |
|  | **Program Profile** |
|  | **Form V: Faculty Summary**  |
|  | **Form VIII: Program Enrollment by Instructional Site, including Online Enrollment** |
|  | **Selected Documented Evidence of Continued Compliance with Criteria**  |
|  |  |
|  |  |

**All reports should be submitted electronically to Angela Williams (awilliams@bhe.mass.edu)**

**Massachusetts Board of Higher Education**

**Review of Criminal Justice Programs**

**One Ashburton Place Room 1401**

**Boston, MA 02108**

**PCIPP-APPROVED CRIMINAL JUSTICE PROGRAM**

**ANNUAL REPORT COVER SHEET**

|  |  |
| --- | --- |
| **Name of Institution** | [Institution] |
| **Street Address**  | [Street Address] |
| **City, State ZIP** | [City], [State] [ZIP] |
| **Institution’s Website**  | [Website] |
| **Name and Title of Primary CJ Contact**  | [Name][Title] |
| **Phone** | [Phone] | **Fax** | [Fax] |
| **Email** | [Email] |

**Name of Programs Included in Report** (Add additional lines as necessary.)

|  |
| --- |
| 1. **[Program Name 1 and Date Approved]**
 |
| 1. **[Program Name 2 and Date Approved]**
 |
| 1. **[Program Name 3 and Date Approved]**
 |

|  |
| --- |
| **DATE SUBMITTED**[MM/DD/YYYY] |
| **NAME OF PERSON SUBMITTING APPLICATION**[Name] |
| **PHONE NUMBER AND EMAIL**[Phone] [Email] |

**Program Profile**

**Instructions:** A separate Program Profile must be submitted for each criminal justice degree program for which approval is sought. The Program Profile pertains to this program only and follows the Program Overview.

|  |  |
| --- | --- |
| **Name of institution** | [Institution] |
| **Program title** | [Program Title] |
| **Date program was first offered** | [Date] |

1. **Number (#) of credit hours that defines 1 full time student: [ ]**
2. **Enrollment in Criminal Justice courses related to this program: (Criminal Justice Majors Only) Headcount and FTE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Fall 2013 | Spring 2014 | Fall 2014  | Spring 2015 | Fall 2015 |
| Full-time Headcount | [0] | [0] | [0] | [0] | [0] |
| Part-time Headcount | [0] | [0] | [0] | [0] | [0] |
| Total CJ Credits  | [0] | [0] | [0] | [0] | [0] |
| FTE | [0] | [0] | [0] | [0] | [0] |

1. **Enrollment in Criminal Justice courses related to this program: (All Students)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Fall 2013 | Spring 2014 | Fall 2014  | Spring 2015 | Fall 2015 |
| Full-time (Headcount) | [0] | [0] | [0] | [0] | [0] |
| Part-time (Headcount) | [0] | [0] | [0] | [0] | [0] |

1. **Number (#) of courses OR credit hours that defines 1 full time faculty: [ ]**
2. **Criminal Justice Faculty Teaching in this degree program**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Fall 2013 | Fall 2014 | Fall 2015 |
| Full-time Headcount | [0] | [0] | [0] |
| Part-time Headcount | [0] | [0] | [0] |
| FTE | [0] | [0] | [0] |
| Ratio full-time/part-time | [0] | [0] | [0] |

1. **Criminal Justice Degrees Awarded (in this degree program)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | AY2012-13 | AY2013-14  | AY2014-15 | Total | Average |
| # of Degrees | [0] | [0] | [0] | [0] | [0] |

|  |  |  |
| --- | --- | --- |
| 1. **Online Courses in this degree program**
 | 2013-14 | 2014-15 |
| Are Criminal Justice courses available online? | [Yes/No] | [Yes/No] |
| What percent of the program is available online? | [0]% | [0]% |
| If so, how long has the program been available online? | [Time] | [Time] |

**Form V**

**Standards C and H – Indicator 16**

|  |
| --- |
| **Summary of Faculty Teaching in Criminal Justice Program****Academic Year 2014-15** |
| **Please list full-time faculty first, alphabetically by last name. Add additional rows as necessary.This information pertains to Academic Year 2014-15** |
| **Name of faculty member (Name, Title, Degree and Field, Institution)** | **Check if Tenured** | **Courses Taught****Put (C) to indicate core course. Put (OL) next to any course currently taught online.** | **Number of sections** | **Division of College of Employment** | **Full- or Part- time in Program** | **Full- or part- time in other department or program (Please specify)** | **Sites where individual teaches CJ courses** |
| **Example:** |  |  |  |  |  |  |  |
| **Jane Doe****Assistant Professor****Ph.D. in Criminal Justice****John Smith University** | **[ ]**  | * **Intro to CJ (C,OL)**
* **Criminology (C)**
* **Research Methods (C)**
 | **(2)****(3)****(3)** | **Evening** | **Full-time** | **No** | * **Main Campus**
* **Quincy campus**
 |
| [Last Name, First Name][Title][Degree and Field][Institution] | [ ]  | * [Course]
 | [0] | [Division] | [Full/Part-Time] | [Yes/No][If yes, specification.] | * [Site]
 |
| [Last Name, First Name][Title][Degree and Field][Institution] | [ ]  | * [Course]
 | [0] | [Division] | [Full/Part-Time] | [Yes/No][If yes, specification.] | * [Site]
 |
| [Last Name, First Name][Title][Degree and Field][Institution] | [ ]  | * [Course]
 | [0] | [Division] | [Full/Part-Time] | [Yes/No][If yes, specification.] | * [Site]
 |
| [Last Name, First Name][Title][Degree and Field][Institution] | [ ]  | * [Course]
 | [0] | [Division] | [Full/Part-Time] | [Yes/No][If yes, specification.] | * [Site]
 |
| [Last Name, First Name][Title][Degree and Field][Institution] | [ ]  | * [Course]
 | [0] | [Division] | [Full/Part-Time] | [Yes/No][If yes, specification.] | * [Site]
 |

**Form VIII**

**Standard H – Indicator 48**

**Program Enrollment by Instructional Site and Online Enrollment**

**(Criminal Justice Majors)**

**Please indicate whether site is new since last review.**

**Add additional sites and pages as needed.**

|  |
| --- |
| **Name of Site** |
| Semester | Full-time Headcount | Part-time Headcount | Total CJ Credits | FTE |
| Fall 2012 | [0] | [0] | [0] | [0] |
| Spring 2013 | [0] | [0] | [0] | [0] |
| Fall 2013 | [0] | [0] | [0] | [0] |
| Spring 2014 | [0] | [0] | [0] | [0] |
| Fall 2014 | [0] | [0] | [0] | [0] |
| Spring 2015  | [0] | [0] | [0] | [0] |
| **Online Enrollment** |
| Semester | Full-time Headcount | Part-time Headcount | Total CJ Credits | FTE |
| Fall 2012 | [0] | [0] | [0] | [0] |
| Spring 2013 | [0] | [0] | [0] | [0] |
| Fall 2013 | [0] | [0] | [0] | [0] |
| Spring 2014 | [0] | [0] | [0] | [0] |
| Fall 2014 | [0] | [0] | [0] | [0] |
| Spring 2015  | [0] | [0] | [0] | [0] |
| **Name of Site** |
| Semester | Full-time Headcount | Part-time Headcount | Total CJ Credits | FTE |
| Fall 2012 | [0] | [0] | [0] | [0] |
| Spring 2013 | [0] | [0] | [0] | [0] |
| Fall 2013 | [0] | [0] | [0] | [0] |
| Spring 2014 | [0] | [0] | [0] | [0] |
| Fall 2014 | [0] | [0] | [0] | [0] |
| Spring 2015  | [0] | [0] | [0] | [0] |

## PCIPP-Approved Associate DegreeCriminal Justice Programs

## Report on Continued Compliance with Criteria

## Academic Year 2014-2015

##

|  |  |
| --- | --- |
| Institution: | **[Institution]** |
| Program: | **[Program]** |
|  |  |
| Contact: | **[Name]*****[Title and Department****]****[Email and Telephone]*** |

## **Documented Evidence of Quality Standards for Associate Degree Criminal Justice and Law Enforcement Programs**

| **Criteria** | **Have there been substantive program changes that affect the program’s compliance with this criterion?** | **If yes, please describe**  |
| --- | --- | --- |
| (A.1) Does the program have a clearly stated mission and set of purposes?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (B.2) Is there evidence through course descriptions, syllabi, etc., that courses are dynamic and responsive to new developments in the field and modes of inquiry? **Provide documentation of any changes in program curriculum, including new course descriptions and syllabi.**[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (C.1) Taking into consideration the credentials, number, specialization, professional experience, time commitment and performance, is there evidence that the faculty is sufficient to accomplish the mission and objectives of the program?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (C.4) Do Criminal Justice faculty members hold a minimum of a graduate degree in criminal justice or closely related discipline?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (C.6) Do full-time Criminal Justice faculty teach at least 2/3 of all core courses in the program?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (C.6) Are there no more than 30 FTE student majors for each full-time Criminal Justice faculty member?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.4) Is there evidence that only credit from regionally accredited institutions of higher education is accepted for transfer into an undergraduate criminal justice program?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.4) Is there evidence that the institution has not awarded any academic credit for life experience nor for military, police academy or other training since May 1, 2003.[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.5) Is there evidence that no more than 10 percent of an Associate and/or Bachelor’s degree is completed through knowledge-based examinations (e.g., CLEP, Dantes)?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.5) Is all credit earned through examination clearly documented on a student’s official transcript using specific course designations and numbers, including the source of the credit?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.5) Is there evidence that block transfer credits for criminal justice courses have NOT been awarded?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (G.3) Do appropriate publications, print or electronic, contain the Criminal Justice program’s requirements and procedures and policies related to admissions and the transfer of credit?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (G.5) Does the criminal justice program clearly indicate in its publications whether any offerings, courses, services, or personnel are not available during a given academic year?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (H.2) Do students attending class on branch campuses, additional locations, and other instructional sites have ready access to appropriate learning resources? [ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (I.4) Does the institution periodically review the program under established, clearly defined institutional policies?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |

**This form should be signed and dated by the Institution’s Chief Academic Officer**