**ANNUAL STATUS REPORT**

**Criminal Justice and Law Enforcement**

**Academic Programs – Master’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**

|  |  |
| --- | --- |
| **Page** | **Content** |
|  | **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 Master’s 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 Master’s 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 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 academic credit is NOT awarded for life experience nor for military, police academy or other training and that are no waivers of credit?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.7) Is there a policy and evidence that the policy is followed that only credit from regionally accredited institutions of higher education is accepted for transfer into the graduate criminal justice program and only on a strictly limited basis, i.e. no more than six hours of acceptable transfer credit are awarded at the Master’s degree level.[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (D.7) Does the institution demonstrate that there are no waivers of credit in the graduate program?[ ]  [ ] Yes No | [ ]  [ ] Yes No |       |
| (F.3) Does the institution make provisions to respond to the characteristics and learning needs of its criminal justice student population?[ ]  [ ] 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 |       |
| (H.2) Do the facilities on branch campuses, additional locations, and other instructional sites foster an atmosphere conducive to inquiry, study, and learning among program students, faculty and staff?[ ]  [ ] 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**