



Criminal Justice Studies

**Wisconsin Indianhead Technical College
10-504-5 Associate Degree**

**2019
Program Review**

ACADEMIC PROGRAM REVIEW PROFILE

Program Number & Name: 10-504-5 Criminal Justice Studies		
Program Academic or Assistant Dean	Title and Location	Phone and e-mail
Andrea Schullo	Associate Dean, Rice Lake	Ext 2249 andrea.schullo@witc.edu
Team Lead(s)	Title and Location	Phone and e-mail
<i>Example:</i>	<i>Welding Faculty Member</i>	<i>Ext. 9999</i>
<i>Bill Smith</i>	<i>New Richmond</i>	<i>bill.smith@witc.edu</i>
Kristen Vicker	Criminal Justice Studies Program Director and Instructor, NR and RL	kristen.vicker@witc.edu Ext. 4247
Team Members	Title and Location	Phone and e-mail
Phil Drazkowski	Criminal Justice Studies Instructor, NR and RL	Phillip.Drazkowski@witc.edu Ext 4347
Danna Livingston	Criminal Justice Studies Instructor, SUP	Danna.Livingston@witc.edu Ext 6373
Micah Lebrun	Criminal Justice Studies student	lebrunmw@my.witc.edu 651-338-9606
Ben Doucette	Criminal Justice Studies student	doucettebj@my.witc.edu 715-558-4208
Chief Byron Miller	Chief, Barron Police Dept/Advisory Committee member	chief@barronpd.com 715-537-3101
Timothy Strobusch	Chief, Clear Lake/Adjunct instructor/Employer	tstrobusch@police.clearlake-wi.gov 715-607-0187
Aaron Staut	Counselor, RL Campus	Aaron.Staut@witc.edu Ext 5200
**If you have more than 8 team members, right click within the member table above and choose insert row above or below.		
Self-Study Areas:		
Required Elements: Analysis of trends from Program Effectiveness Data Profile, Analysis of results of previous program improvement plans, Progress/results of TSA (including program & employability essentials)		
Choose from a minimum of 2 of the following other areas to study	<input type="checkbox"/> Academic Advising	

- Accreditation/National or State Standards, Regulations, Compliance
- Advisory Committees
- Assessment of Student Learning
- Budgeting Efficiencies/Costs per FTE
- Career Outlook/Future Occupational Trends
- Career Pathways
- Collaboration/Partnerships
- Curriculum Currency/modifications
- Delivery Methods/Distribution of Offerings/Scheduling
- Dual Enrollment
- Equipment
- Facilities
- Faculty Credentialing/Development Needs
- Online/Technology
- Recruitment
- Other _____

Program Information:

Capacity (new students admitted/year):		Open
Number of Faculty:	FT: <input checked="" type="checkbox"/> 3	PT: <input type="checkbox"/>
Statewide Curriculum:	Yes? <input type="checkbox"/>	No? <input checked="" type="checkbox"/>

Program Accredited by:	
Date of Last Accreditation	
Date of Next Accreditation	

Is a visit required? If so, when is the next visit?	
Program Licensed by:	
Date of Last Licensing:	
Date of Next Licensing:	
Is a visit required? If so, when is the next visit?	
Please list other program and individual association and organizational memberships:	

SELF-STUDY CATEGORY RESULTS

Program and Category			
Program: Criminal Justice Studies			
Category: Analysis of Trends from Program Data Profile			
Resources Contact(s) for this Category:			
Strengths	Opportunities		
Increasing FTE and students enrolled in program	Increase student retention rates from 1st semester to 2nd semester by 10%		
Increase in completion rates of general studies classes	Incorporate TA(Teaching Assistants) to assist Criminal Justice Studies		
	Increase our student graduation rates by 10%		
<p>**If you have more than 8 strengths and opportunities, right click within the table above and choose insert row above or below.</p>			
What items in this category MUST be addressed on our improvement plan?	<p>Increase student retention rates from 1st semester to 2nd semester by 10%.</p> <p>We will look into academic advising, team approach with counselors, TA's implemented, mentors, work study-2nd year CJ Students, and learning resources services.</p>		
What items in this category MIGHT be addressed on the improvement plan?	Graduation rates might increase with better practices for retention the 1st year. We will access and review the rates each year.		
Team Rating			
Please indicate by an (X) the team rating of your program on this category.			
<i>All areas need improvement</i>	<i>Some areas meet expectations, but most areas need improvement</i>	<i>All areas meet expectations —few areas need improvement</i>	<i>Exemplary—all areas exceed expectations—use as a model for other programs</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Additional Comments: (optional)

The diverse team meet May 21, 2019 and had an interactive discussion. Overall the reviews of the program are very high and the students enjoyed the two site limit for most classes. The students would like to see more hands on learning and CJ Instructors agree. CJ Instructors would like to see Teaching Assistants added to the program along with more adjunct instructors to help in the classroom for labs. Due to our program being offered in 2-4 years with entry in fall and spring, it is hard to track the completion rates. Students are coming a semester, drop out another semester, and then join back again.

SELF-STUDY CATEGORY RESULTS

Program and Category			
Program: Criminal Justice Studies			
Category: Analysis of results of previous program improvement plans			
(Previous program plans attached below in Document Management)			
No prior Criminal Justice Studies improvement plans			
Resources Contact(s) for this Category:			
Strengths		Opportunities	
**If you have more than 8 strengths and opportunities, right click within the table above and choose insert row above or below.			
What items in this category MUST be addressed on our improvement plan?			
What items in this category MIGHT be addressed on the improvement plan?			
Team Rating			
Please indicate by an (X) the team rating of your program on this category.			
<i>All areas need improvement</i>	<i>Some areas meet expectations, but most areas need improvement</i>	<i>All areas meet expectations —few areas need improvement</i>	<i><u>Exemplary</u>—all areas exceed expectations—use as a model for other programs</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional Comments: (optional)			
Criminal Justice Studies does not have a previous improvement plan. This is the 1st year for program review.			

SELF-STUDY CATEGORY RESULTS

Program and Category			
Program: Criminal Justice Studies			
Category: Progress/results of TSA (includes program outcomes and Employability Essentials)			
Resources Contact(s) for this Category:			
Strengths		Opportunities	
Students are successfully passing TSA		Develop a new evaluation form for agencies to better assess the students skills during the Internship	
WITC took a lead role in the development of the both Criminal Justice Studies TSA's		Take a look at our current TSA to see if we want to add artifacts or make any changes	
**If you have more than 8 strengths and opportunities, right click within the table above and choose insert row above or below.			
What items in this category MUST be addressed on our improvement plan?	Increase TSA completion rates by 5%		
What items in this category MIGHT be addressed on the improvement plan?	Review our TSA and revise with our new upcoming employability essentials.		
Team Rating			
Please indicate by an (X) the team rating of your program on this category.			
<i>All areas need improvement</i>	<i>Some areas meet expectations, but most areas need improvement</i>	<i>All areas meet expectations —few areas need improvement</i>	<i>Exemplary—all areas exceed expectations—use as a model for other programs</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional Comments: (optional)			
The Criminal Justice Instructors will be updating the Internship Evaluation form that the agencies complete on our students during their internship. We will be adding this to our collaborations and partnerships improvement plan.			

SELF-STUDY CATEGORY RESULTS

Program and Category	
Program: Criminal Justice Studies	
Category: Collaboration/Partnerships	
Resources Contact(s) for this Category:	

Strengths		Opportunities	
Good relations and networking with several Criminal Justice Agencies		Build relations with more Criminal Justice Agencies for internships, job shadows, tours, guest speakers, ride a longs, and mentors	
CJ Students are active working with CJ Agencies for events such as Birkie, Golf Outings, Aquafest, K9 Foundation		Revise the Internship Evaluation form and include employability essentials	
CJ Studies ITV classes offered in partnership with local high schools			
Active Criminal Justice Clubs all campus locations			
Guest speakers from prisons, security forces, and law enforcement agencies			
Tours and class trips for students			
**If you have more than 8 strengths and opportunities, right click within the table above and choose insert row above or below.			
What items in this category MUST be addressed on our improvement plan?		Develop 5 new partnerships with criminal justice agencies for Internship opportunities.	
What items in this category MIGHT be addressed on the improvement plan?		Schedule a career day for the agencies to come to each campus and meet with our students to discuss the career opportunities available.	
Team Rating			
Please indicate by an (X) the team rating of your program on this category.			
<i>All areas need improvement</i>	<i>Some areas meet expectations, but most areas need improvement</i>	<i>All areas meet expectations—few areas need improvement</i>	<i>Exemplary—all areas exceed expectations—use as a model for other programs</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional Comments: (optional)			
<p>The team had a lot of strengths to discuss in this area. We do want to build on our partnerships within the Criminal Justice Field to include agencies both in law enforcement and corrections as well as restorative justice, the courts, victim and witness, and probation and parole. A big item addressed is the need to revise our Internship Evaluation to include more employability essentials along with a more broad application of questions for a variety of career fields. Several of our students are employed as correction officers while attending classes in the program. One method will be by sending out an information letter about our program and trying to establish internships, job shadows, mentors, and ride a longs. This would be a task for the program director for Criminal Justice Studies</p>			

SELF-STUDY CATEGORY RESULTS

Program and Category			
Program: Criminal Justice Studies			
Category: Delivery Methods/Distribution of Offerings/Scheduling			
Resources Contact(s) for this Category:			
Strengths		Opportunities	
Blue Jeans in the classroom offers more flexibility for both the student and instructor.		Dedicated classrooms at each location are essential to bringing in more hands-on activities	
Two ITV sites limit for students helps for better engagement.		Incorporate more hands-on training with adding labs and teaching assistants.	
CJ Studies Instructors have creative ways to engage students with activities to learn.		Increase engagement with students over ITV with distant sites.	
		Add more part time instructors to assist with hands on activities at the distant ITV sites.	
		Work on better assessment of students over ITV instruction.	
		Mandatory New student orientation for 1st year CJ Studies students.	
		Try to offer a hybrid/flipped class instead of three hour long course.	
**If you have more than 8 strengths and opportunities, right click within the table above and choose insert row above or below.			
What items in this category MUST be addressed on our improvement plan?	CJ Studies instructors and students on the team would like to see more hands on training in the program which would demand a dedicated classroom at each location for supplies and other manipulatives. The addition of Teaching Assistants would help along with an adjunct pool of instructors. The attention of mandatory student orientation both ITV and Online would help with retention issues.		
What items in this category MIGHT be addressed on the improvement plan?	Current and former students suggested offering a three hour class in a hybrid version with 1 1/2 hour lecture and the other 1 1/2 hour online. They would like to see the instructor available during the 1 1/2 hour online time for individual meeting if necessary.		
Team Rating			
Please indicate by an (X) the team rating of your program on this category.			
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<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Additional Comments: (optional)			

The team decided the biggest need is dedicated classrooms and hands on training being added to the program. The teaching assistant and an adjunct pool would assist in making this happen. Hands on activities are difficult via ITV, especially when the class has 4 or more ITV sites. The addition of mandatory orientation for the new students will help with retention and the student being prepared and understanding our program outcomes.

ACADEMIC PROGRAM IMPROVEMENT PLAN

PROGRAM:	Criminal Justice Studies		
Defined Outcome			
Metric (How will you measure whether or not the outcome has been attained successfully?) <i>*Enter answer below</i>			
Action Plan/Action Items & Person(s) Responsible:		Timeline & Resources:	
<i>Example: 1) Action Item #1 (Damian VonFrank, Ted May)</i>		<i>Example: 1) Fall 2018 – Need IT time to implement</i>	
**If you have more than 8 action items, right click within the table above and choose insert row above or below.			
Divisional Dean Comments:			
<input type="checkbox"/> I approve this plan.			
Vice President Comments:			
<input type="checkbox"/> I approve this plan			
<i>Note: (A mid-year and year-end update will be required each year during implementation.)</i>			
Implementation Update (June 30, 2020):			
Instructions: Enter update text in box below, check a box below, and enter metric and results			

<input type="checkbox"/> Met (include metric result)	
<input type="checkbox"/> Partially Met (include metric)	
<input type="checkbox"/> Not Met (include metric)	

Divisional Dean Comments:

“Effective March 25, 2020, Wisconsin Governor Evers directed a safer-at-home directive due to the Covid-19 pandemic. Under this order, all WITC Spring 2020 classes were delayed, cancelled or moved to an alternative delivery method. Due to the many required hours instructors and staff spent moving curriculum to alternate delivery modes, college leadership held requirement of the 6-month academic program review updates due June 1, 2020. Program review updates will next be required of this program in January 2021.”

VP, Academic Affairs Comments:

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Implementation Update (January 31, 2021):

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Divisional Dean Comments:

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VP, Academic Affairs Comments:

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Not Met (include metric)

Divisional Dean Comments:

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VP, Academic Affairs Comments:

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Implementation Update (January 31, 2022):

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Partially Met (include metric)

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Divisional Dean Comments:

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Divisional Dean Comments:	
<input type="text"/>	
VP, Academic Affairs Comments:	
<input type="text"/>	

ACADEMIC PROGRAM IMPROVEMENT PLAN

PROGRAM:	Criminal Justice Studies	
Defined Outcome		
Metric (How will you measure whether or not the outcome has been attained successfully?)* <i>Enter answer below</i>		
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Divisional Dean Comments:		
<input type="text"/>		

I approve this plan.

Vice President Comments:

I approve this plan

Note:(A mid-year and year-end update will be required each year during implementation.)

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Year 3 of Implementation Update (June 30, 2022):

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****If you have more than 8 action items, right click within the table above and choose insert row above or below.**

Divisional Dean Comments:

I approve this plan.

Vice President Comments:

I approve this plan

Note:(A mid-year and year-end update will be required each year during implementation.)

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VP, Academic Affairs Comments:

Once approved the template is routed to the Quality Improvement Coordinator