PROGRAM REVIEW

For Occupational Programs
Implemented Under the Provisions of Series 37 of the
West Virginia Council for Community and Technical College Education

Institution: Southern West Virginia Community and Technical College **Program:** Forensic Psychology and Investigation, AAS and Certificate

March 6, 2017

PROGRAM REVIEW Southern West Virginia Community and Technical College Programs Without Specialized Accreditation

Summary of Findings 2016-2017

Program Name: Forensic Psychology and Investigation, AAS and Certificate

Hours Required for Graduation: 60 (AAS) 30 (Certificate)

I. Synopses of significant findings, including findings of external reviewer(s)

A. Adequacy

- 1. The program curriculum does not meet the needs of the industry.
- 2. The program has no specialized accreditation.
- 3. The program does not sufficiently prepare graduates for any skilled, entry-level job in the field of forensic psychology.
- 4. The program does not maintain appropriate assessment tools.

Conclusion: The program does not meet minimum adequacy requirements.

B. Viability

- The program does not have a sufficient or stable number of identified majors. As of spring 2017, there are no identified majors in the either the AAS or Certificate degree Forensic Psychology and Investigation program.
- The AAS and the Certificate in Forensic Psychology and Investigation were inactivated internally within the institution's Banner system as possible major codes for students at the start of the spring 2016 semester.
- 3. From 2012 to date, the program produced only two graduates. Both graduates were granted an AAS and a Certificate in Forensic Psychology and Investigation in the 2013-2014 academic year.

Conclusion: The program does not meet minimum viability requirements.

C. Necessity

- 1. The program does not meet a validated industry demand.
- 2. No information is known concerning the employment of the two students produced by the program since the last program review in 2012.

Conclusion: The program does not meet minimum necessity requirements.

D. Consistency with Mission

- 1. The program does not support the mission and vision of the institution.
- 2. The program does not support the compact of the institution.

Conclusion: The program does not support the mission of the institution.

II. Plans for Program Improvement, Including Timeline

No plan for program improvement has been developed as the recommendation is to discontinue the program at this time.

III. Identification of Weaknesses or Deficiencies from the Previous Review and the Status of Improvements Implemented or Accomplished

The Forensic Psychology and Investigation Program AAS and Certificate were last reviewed through a post-audit review during the 2011-2012 academic year. The self-study of the program at that time resulted in a recommendation of continuance of the program with corrective action. The corrective action recommended included a revision in curriculum to reduce the required credit hours to 60 for the AAS and to 30 for the Certificate and to seek partnership with a four-year institution to develop a 2+2 articulation agreement for transfer of the AAS in Forensic Psychology and Investigation into a baccalaureate program in forensic psychology. No such agreement materialized. The curriculum was revised to reflect 60 and 30 total credit hours required for program completion for the AAS and Certificate, respectively.

Upon submission of the program review, a recommendation regarding the continuation of the AAS and Certificate in Forensic Psychology and Investigation was deferred pending receipt of a follow-up report on necessity. It was noted that an effective assessment had not been developed and an advisory committee had not been implemented. A post-audit review follow-up report was requested by the West Virginia Council for Community and Technical College Education (Council). The Council also requested that a plan be submitted for enhancing program viability. This report was submitted in 2013. In the follow-up report, the program reported the formation and first meeting of an advisory committee had occurred, specific assessment measures were identified concerning the general education goals met by the general education support courses within the program, a program specific assessment instrument was identified, and statistics related to necessity were cited from the Bureau of Labor Statistics.

Upon submission of the follow-up report to the post-audit review, the Council requested an additional follow-up report addressing the college's efforts to enhance program viability. The report, submitted in June 2015, concluded that viability for the program could not be established. The report concluded with a recommendation to discontinue the program. The report cited job market research indicating that local, state, and national demand in the field does not justify the existence of either

the Associate or Certificate level degree. The report cited evidence that the few positions anticipated require post-doctorate study. The additional follow-up report also reexamined the issue of adequacy and necessity and provided documentation that the program did not meet minimum standards for either of these areas. As a result of this additional follow-up report, the major codes for the AAS and Certificate in Forensic Psychology and Investigation were deactivated internally to await the completion of the regular program review scheduled for 2016-2017.

IV. Five Year Trend Data on Graduates and Majors Enrolled

For the AAS in the Forensic Psychology and Investigation Program, enrollment by major count has ranged from five during fall 2011 to maximum of ten during fall 2013 before falling off to one in spring 2016, one in fall 2016.and zero in spring 2017. Since 2011-2012, the program has produced only two graduates. Both graduates were granted the AAS. and Certificate in Forensic Psychology and Investigation in 2014. The lone student with a recorded major of AAS in Forensic Psychology and Investigation as of fall 2016 had enrolled in courses appropriate to the major during fall 2014, completed zero credit hours successfully during fall 2014, and has not reenrolled in any courses at the institution in any subsequent semester. Fall 2015 was the last semester in which the Certificate in Forensic Psychology and Investigation identified any intended majors. At that time, there were two students in the major for the Certificate in Forensic Psychology and Investigation. Neither student completed the program. By fall 2016, students identified as pursuing the Certificate in Forensic Psychology and Investigation had completed the appropriate documentation to change their intended majors. With the internal system removal of the major code as an option for students and the deletion of the program from the printed catalog, no additional students are expected to enroll in or graduate from the program.

V. Summary of Assessment Model and How Results Are Used for Program Improvement

The assessment model identified by the program contained a variety of measurements for classroom performance. Student advising and progress toward graduation was monitored by academic leadership in regular consultation with the program faculty. Outcomes were discussed at team meetings and changes in delivery and content were made accordingly. Formal curriculum changes were presented in accordance with the established institutional policy and procedures for curriculum and instruction revision. No assessment data is planned for collection as the recommendation is to discontinue the program.

VI. Data on Student Placement

No information is known concerning the two graduates produced by the program from 2012 through the present. Based on the additional follow-up report to the post-audit review, it is likely that the graduates were unable to find high quality industry-related jobs that pay wages and have reasonable benefits commiserate with industry norms as the available jobs in the field require attainment of a doctoral degree.

VII. Final Recommendation Approved by the Governing Board

See the attached resolution for Board of Governors Final Recommendation and signatures.

PROGRAM REVIEW

Southern West Virginia Community and Technical College Programs <u>Without</u> Specialized Accreditation 2016 – 2017

Program Name: Forensic Psychology and Investigation, AAS and

Certificate

Date of Last Review: 2011 / 2012 Post-Audit Program Review with Follow-up

Reports in 2013 and 2015

I. Program Description

The Forensic Psychology and Investigation Program examines the production and application of psychological knowledge to the civil/criminal justice system. Topics covered in the program include, but are not limited to, risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment.

Per Southern's mission statement, as a comprehensive community and technical college, Southern is committed to providing programs of study in career and technical fields leading to an AAS and Certificate degrees for entry into the workforce. Since inception of the AAS and Certificate degrees in Forensic Psychology and Investigation, the program has produced two graduates. During 2014 Southern has awarded the Certificate and AAS in Forensic Psychology and Investigation to the same two students.

Curriculum changes resulted in a reduction of hours required for degree completion from 72 credit hours in 2011-2012 to 60 credit hours from 2012-2013 to date. As a result of this change, the program is in compliance with the Community and Technical College System of West Virginia (WVCTCS) standards established in Title 135 Procedural Rule, Series 11, Degree Designation, General Education Requirements, New Program Approval, and Discontinuance of Existing Programs. From fall 2012 forward, the AAS in Forensic Psychology and Investigation has maintained compliance with the 60 credit-hour mandate for associate degree programs. From fall 2012 forward, the Certificate degree in Forensic Psychology and Investigation has maintained compliance with the 30 credit-hour mandate for certificate degree programs.

Degree requirements for the AAS in Forensic Psychology and Investigation include courses representing all five components of Southern's general education goals — oral and written communications; cultural, artistic, and global perspective; mathematical skills/competencies; information and communication technology; scientific inquiry and research skills; and, infused throughout the curriculum, critical thinking skills. Degree requirements include 33 credit hours of general education coursework.

Degree requirements for the Certificate in Forensic Psychology and Investigation include courses representing all five components of Southern's general education goals — oral and written communications; cultural, artistic, and global perspective; mathematical skills/competencies; information and communication technology; scientific inquiry and research skills; and, infused throughout the curriculum, critical thinking skills. Degree requirements include 15 credit hours identified by the program as general education coursework.

Per the last publication of the program in the 2013-2014 catalog, the full program is available at the Logan, Williamson, and Wyoming/McDowell Campuses. As of fall 2016, major courses unique to the program are no longer offered. All general education support courses are available in the traditional face-to-face format at all campuses and at the Lincoln site. Most general education support courses required by the program are also available in the fully-online format.

II. Specialized Accreditation Information

This program does not have any specialized accreditation information.

III. Program Statement on Adequacy, Viability, Necessity, and Consistency with College Mission

A. Adequacy

1. Curriculum

The curriculum for the AAS degree program in Forensic Psychology and Investigation consists of 60 credit hours. Degree requirements include 33 credit hours in general education support courses and 27 hours in program major courses with the designation Psychology (PY), Information Technology (IT), and Criminal Justice (CJ). General education courses are delivered in a variety of methods according to the discipline. Program courses unique to the major are no longer offered.

The curriculum for the Certificate degree program in Forensic Psychology and Investigation consists of 30 credit hours. Degree requirements include 15 credit hours in general education support courses and 15 hours in program major courses with the designation Psychology (PY) and Criminal Justice (CJ). General education courses are delivered in a variety of methods according to the discipline. Program courses unique to the major are no longer offered.

The last reference to the program in the college catalog occurred in 2013-2014.

The 2011-2012 post-audit review of the program indicated that the curriculum of the AAS in Forensic Psychology and Investigation

aligned with that of the curriculum of the AAS in Criminal Justice. A review of the 2013-2014 curricula of both programs does not indicate that this assertion is valid. Of the 60 credit hours required for the AAS in Forensic Psychology and Investigation, only 26 credit hours meet program requirements for the AAS in Criminal Justice Law Enforcement Option and only 31 credit hours meet program requirements for the AAS in Criminal Justice Corrections Option.

An analysis of the 2013-2014 curricula comparing the program requirements of the Certificate to those of the AAS in Forensic Psychology and Investigation reveals a misalignment in the requirements for the degrees. Attainment of the Certificate in Forensic Psychology and Investigation requires the completion of AH 122, First Aid, 2 credit hours; and CJ 213, Criminal Investigation, 3 credit hours. These courses are not in the required curriculum for the AAS in Forensic Psychology and Investigation. Thus, the Certificate degree is not fully imbedded in the AAS. The misalignment does not support completion of the AAS through attainment of stackable credentials.

See Appendix I for the following: program requirements from 2011-2012 through 2013-2014 for the AAS in Forensic Psychology and Investigation; the 2013-2014 program requirements for the Certificate in Forensic Psychology and Investigation; the 2013-2014 program requirements for the AAS in Criminal Justice; and the Table of Contents from the 2014-2015 college catalog showing the absence of the curriculum for the AAS and Certificate degrees in Forensic Psychology and Investigation.

2. Faculty

The Forensic Psychology and Investigation Program does not maintain full-time term faculty whose teaching responsibilities include program specific courses as those courses are no longer offered. Courses non-specific to the program continue to enjoy enrollment and are staffed by full-time and part-time term faculty in support of other programs. As a result, no faculty data is included in the program review.

3. Students

a. Entrance Abilities

In accordance with West Virginia Code § 18B-1-1A; 18B-2B-6; 18B-3C-2; Title 135, Procedural Rule, West Virginia Council for Community and Technical College Education, Series 23, Basic Guidelines and Standards for Admissions at Community and Technical Colleges, and policy, SCP-4000, Southern is an open admissions institution. The AAS and Certificate degrees in Forensic Psychology and Investigation adhered to the open admissions policy providing admission to those age eighteen and older and able to benefit from study at the community

college level through the removal of the degree codes from the college's internal system of major code identifications. The program had no additional admission requirements nor any additional standards of student progress required in order for students to remain in the program. Students may no longer enter courses unique to the major as they are no longer offered.

b. Exit Abilities

Upon completion of the AAS or Certificate degree in Forensic Psychology and Investigation requirements, program graduates possess the ability to apply psychological knowledge to the civil/criminal justice system. Graduates possess the ability to apply their knowledge to situations involving risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment. Through completion of program support courses, program graduates have completed the coursework necessary to effectively use written and oral communication skills; think mathematically by using problem-solving skills and mathematical competencies; use technology to retrieve, process, and communicate information; use scientific inquiry and reasoning skills, and think critically by analyzing and synthesizing material.

c. Graduate Follow-up Data

Graduate follow-up data is nonexistent. No information in known concerning the employment or further educational studies of the program's two graduates.

4. Resources

a. Financial

The institutional provides no support specific to the program.

b. Facilities

This program does not require any dedicated facilities.

5. Graduate and Employer Satisfaction

The program yielded only two graduates since inception. No information is known concerning their employment status. There are no known employers for those possessing a Certificate or AAS in Forensic Psychology and Investigation.

6. Assessment Information

- a. The Forensic Psychology and Investigation Program currently utilizes no assessment measures as the program has zero identified majors and offers no courses specific to the program.
- b. As a result of review of the educational goals of the program, measures of evaluating success in achieving those goals, and identification of the goals which are being successfully met and those which need attention as determined by an analysis of available data, discontinuance of the program is recommended
- **c.** Course assessment data for courses specific to the program is no longer reviewed as those courses are no longer offered.

Course assessment data for courses not specific to the program but utilized by other programs continues to be collected and analyzed in accordance with institutional policies and practices as part of the program review process for those programs.

7. Previous Program Reviews

The Forensic Psychology and Investigation Program AAS and Certificate were last reviewed through a post-audit review during the 2011-2012 academic year. The self-study of the program at that time resulted in a recommendation of continuance of the program with corrective action. The corrective action recommended included a revision in curriculum to reduce the required credit hours to 60 for the AAS and to 30 for the Certificate and to seek partnership with a four-year institution to develop a 2+2 articulation agreement for transfer of the AAS in Forensic Psychology and Investigation into a baccalaureate program in forensic psychology. No such agreement materialized. The curriculum was revised to reflect 60 and 30 total credit hours required for program completion for the AAS and Certificate, respectively.

Upon submission of the program review, a recommendation regarding the continuation of the AAS and Certificate in Forensic Psychology and Investigation was deferred pending receipt of a follow-up report on necessity. It was noted that an effective assessment had not been developed and an advisory committee had not been implemented. A post-audit review follow-up report was requested by the West Virginia Council for Community and Technical College Education (Council). The Council also requested that a plan be submitted for enhancing program viability. This report was submitted in 2013. In the follow-up report, the program reported the formation and first meeting of an advisory committee had occurred, specific assessment measures were identified concerning the general education goals met by the general education support courses within the program, a program specific assessment instrument was identified, and statistics related to necessity were cited from the Bureau of Labor Statistics.

Upon submission of the follow-up report to the post-audit review, the Council requested an additional follow-up report addressing the college's efforts to enhance program viability. The report, submitted in June 2015, concluded that viability for the program could not be established. The report concluded with a recommendation to discontinue the program. The report cited job market research indicating that local, state, and national demand in the field does not justify the existence of either the AAS or Certificate level degree. The report cited evidence that the few positions anticipated require post-doctorate study. The additional follow-up report also reexamined the issue of adequacy and necessity and provided documentation that the

program did not meet minimum standards for either of these areas. As a result of this additional follow-up report, the major codes for the AAS and Certificate in Forensic Psychology and Investigation were deactivated internally to await the completion of the regular program review scheduled for 2016-2017.

8. Advisory Committees

The last recorded activity of the advisory committee was in the 2011-2012 program review. No activity is documented beyond the time of the review. No future activity is planned.

9. Strengths/Weaknesses

a. Strengths

Many of the courses required by the program are utilized by multiple other programs, continue to enjoy solid enrollment, and support the institution's mission.

b. Weaknesses

The program does not meet the requirements for adequacy, viability, and necessity. The program does not support the mission of the institution.

B. Viability

1. Program Enrollment and Graduates

	Program	Program	Graduates
	Majors AAS	Majors Certificate	A.A.S/Certificate
Spring 2012	5	0	0/0
Fall 2012	8	0	0/0
Spring 2013	9	0	0/0
Fall 2013	10	1	0/0
Spring 2014	7	0	2/2
Fall 2014	11	2	0/0
Spring 2015	7	0	0/0
Fall 2015	0	2	0/0
Spring 2016	1	1	0/0
Fall 2016	1	0	0/0
Spring 2017	0	0	0/0

For the AAS in Forensic Psychology and Investigation, enrollment by major count has ranged from five during fall 2011 to a maximum of ten during fall 2013 before falling off to one in spring 2016, one in fall 2016, and zero in spring 2017. Since 2011-2012, the program has produced only two graduates. Both graduates were granted the AAS and Certificate in Forensic Psychology and Investigation in 2014. The lone student with a recorded major of AAS in Forensic Psychology and Investigation in fall 2016 had enrolled in courses appropriate to the major during fall 2014, completed zero credit hours successfully, and

has not reenrolled in any courses at the institution in any subsequent semester. Fall 2015 was the last semester in which the Certificate in Forensic Psychology and Investigation identified any intended majors. At that time, there were two students in the major for the Certificate in Forensic Psychology and Investigation. Neither student completed the program. By fall 2016, students identified as pursuing the Certificate in Forensic Psychology and Investigation had completed the appropriate documentation to change their intended majors. With the internal system removal of the major code as an option for students and the deletion of the program from the printed catalog, no additional students are expected to enroll in or graduate from the program

2. Program Course Enrollment

No future enrollment is expected in program specific courses as those courses are no longer offered. Courses not specific to the program are utilized by a variety of programs. Based on the status of the programs served by courses not specific to the AAS or Certificate in Forensic Psychology and Investigation, those courses are expected to maintain their current levels of enrollment

3. Service Courses

Support courses and other courses not-specific to the AAS or Certificate in Forensic Psychology and Investigation are expected to continue to enjoy their current levels of enrollment and roles within the programs they serve.

4. Off-Campus/Distance Delivery Classes

Major specific courses are no longer offered. Most courses not specific to the major are available through distance delivery.

5. Articulation Agreements

There are no articulation agreements for the program at this time.

C. Necessity

The 2015 follow-up report cited job market research indicating that local, state, and national demand in the field does not justify the existence of either the AAS or Certificate level degree in Forensic Psychology and Investigation. The report cited evidence that the few positions anticipated require post-doctorate study. The report concluded that the program does not meet the standard of necessity and recommended that the program be discontinued.

D. Consistency with Mission

This program does not support Southern's mission to provide accessible, affordable, quality education and training that promote success for those we serve because it does not support Southern's commitment to providing programs of study in career and technical fields leading to a skill-set certification, certificate degree and/or the associate in applied science degree for entry into the workforce. Specifically, the program fails to provide skills for direct entry into the workforce.

IV. Recommendation

Discontinuance of the program in accordance with provisions of the West Virginia Council for Community and Technical College Education, Title 135, Procedural Rule, Series 11, Degree Designation, General Education Requirements, New Program Approval, and Discontinuance of Existing Programs is recommended as a result of the program review.

Appendix I Curriculum

Associate in Applied Science Minimum 72 Credit Hours

Purpose

The Forensic Psychology and Investigation Program examines the production and application of psychological knowledge to the civil/criminal justice system. Topics covered in the program include, but are not limited to: risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment.

The full Forensic Psychology Program is available on the Logan, Williamson, and Wyoming/McDowell campuses. The Boone/Lincoln Campus offers the program support courses and many, but not all, major courses. Many courses in the program are available online or on the weekend.

Dept/No.	Title	Credit Hours
Support Courses		
BS 101	General Biology	4
BS 115	Human Biology	4
CH 203	Fund. General, Organic & Biological Chemistry I	4
CS 104	Using Internet Technology for Research	3
EN 101	English Composition I	3
EN 102	English Composition II	3
	Fine Arts Elective	3
IT 102	Cyber Law, Ethnics and Culture	3
	Literature Elective	3
PY 201	General Psychology	3
PY 203	Forensic Psychology	3
PY 204	Psychology of Addiction	3
PY 226	Abnormal Psychology	3
MT 130	College Algebra	3
MT 225	Elementary Statistics	3
OR 110	Introduction to College	1
PE 223	Lifestyle Intervention	2
SO 200	Introduction to Sociology	3
SP 103	Speech Fundamentals	3
Major Courses		
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 203	Criminal Evidence	3
CJ 223	Criminology	3

Department Chair: 304.869.7386 Administrative Secretary: 304.896.7430

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/forensic-psychology

Associate in Applied Science 60 Credit Hours

Purpose

The Forensic Psychology and Investigation Program examines the production and application of psychological knowledge to the civil/criminal justice system. Topics covered in the program include, but are not limited to: risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment.

The full Forensic Psychology Program is available on the Logan, Williamson, and Wyoming/McDowell campuses. The Boone/Lincoln Campus offers the program support courses and many, but not all, major courses. Many courses in the program are available online or on the weekend.

Dept/No.	Title	Credit Hours
Support Courses		
BS 115	Human Biology	4
CH 203	Fundamentals of General, Organic, and Biological	4
	Chemistry I	
EN 101	English Composition I	3
IT 102	Cyber Law, Ethnics and Culture	3
IT 104	Using Internet Technology for Research and	3
	Productivity	
PY 201	General Psychology	3
PY 203	Forensic Psychology	3
PY 204	Psychology of Addiction	3
PY 226	Abnormal Psychology	3
MT 130	College Algebra	3
MT 225	Elementary Statistics	3
OR 110	Introduction to College	1
SO 200	Introduction to Sociology	3
SP 103	Speech Fundamentals	3
	Fine Arts Elective	3
	Literature Elective	3
Major Courses		
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 203	Criminal Evidence	3
CJ 223	Criminal Evidence	3
00 220	Offininology	J

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/forensic-psychology

Department Chair: 304.869.7386

Associate in Applied Science 60 Credit Hours

Purpose

The Forensic Psychology and Investigation Program examines the production and application of psychological knowledge to the civil/criminal justice system. Topics covered in the program include, but are not limited to: risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment.

The full Forensic Psychology Program is available on the Logan, Williamson, and Wyoming/McDowell campuses. The Boone/Lincoln Campus offers the program support courses and many, but not all, major courses. Many courses in the program are available online or on the weekend.

Dept/No. Support Courses	Title	Credit Hours
CH 203	Fundamentals of General, Organic, and Biological Chemistry I	4
EN 101	English Composition I	3
IT 102	Cyber Law, Ethics and Culture	3
IT 104	Using Internet Technology for Research and Productivity	3
PY 201	General Psychology	3
PY 203	Forensic Psychology	3
PY 204	Psychology of Addiction	3
PY 226	Abnormal Psychology	3
MT 130	College Algebra	3
MT 225	Elementary Statistics	3
OR 110	Introduction to College	1
SO 200	Introduction to Sociology	3
SP 103	Speech Fundamentals	3
	¹ Fine Arts Elective	3
	² Laboratory Science Elective	4
	³ Literature Elective	3
Major Courses		
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 203	Criminal Evidence	3
CJ 223	Criminology	3

¹Choose from: AR 112, AR 217, AR 218, MU 175, or TH 112.

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/forensic-psychology

Division Dean: 304.236.7637

²Choose from: BS 101, BS 102, BS 118, BS 124, BS 125, BS 199, BS 216, CH 204, CH 213, CH 214, CH 223 w/CH 224, CH 225 w/CH 226, GL 110, IS 200, IS 200, IS 210, SC 109, SC 110, PH 200, PH 210, PH 222.

³Choose from: EN 200, EN 201, EN 202, or EN 204.

Certificate
30 Credit Hours

Purpose

The Forensic Psychology and Investigation Certificate Program examines the production and application of psychological knowledge to the civil/criminal justice system. Topics covered in the program include, but are not limited to: risk assessment, domestic violence, insanity, suicide, psychological autopsies, and sexual harassment.

The full Forensic Psychology Certificate Program is available on the Logan, Williamson, and Wyoming/McDowell campuses. The Boone/Lincoln Campus offers program support courses and many, but not all, major courses. Many courses in the program are available online or on the weekend.

Dept/No.	Title	Credit Hours
Support Courses		
AH 122	First Aid	2
EN 101	English Composition I	3
MT 130	College Algebra	3
PY 226	Abnormal Psychology	3
	Laboratory Science Elective	4
Major Courses		
CJ 201	Criminal Procedure	3
CJ 203	Criminal Evidence	3
CJ 213	Criminal Investigation	3
CJ 223	Criminology	3
PY 203	Forensic Psychology	3

¹Choose from: BS 101, BS 102, BS 118, BS 124, BS 125, BS 199, BS 216, CH 203, CH 204, CH 213, CH 214, CH 223 w/CH 224, CH 225 w/CH 226, GL 110, IS 200, IS 200, IS 210, SC 109, SC 110, PH 200, PH 210, PH 222.

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/forensic-psychology-investigation

Division Dean: 304,236,7637

Criminal Justice

Associate in Applied Science 60 Credit Hours

Purpose

The Criminal Justice Program is a non-transfer program designed to prepare individuals for entry-level employment, and permit persons already employed in the field to upgrade their skills for advancement. Classroom activities are planned to provide instruction related to the skills needed in the criminal justice field. Knowledge and skills gained through this program typically prepare for, or upgrade persons in Patrolman, Deputy Sheriff, Watchman/Guard, Corrections Officer, or Parole/ Probation Officer. All students in this program must complete a common general education core, a career support core, and an area of specialization. Southern has 2+2 transfer agreements in place with Franklin University and West Virginia State University.

Either option of the Criminal Justice Program is available on the Logan, Williamson, and Wyoming/McDowell campuses. The Boone/Lincoln Campus offers the program support courses and many, but not all, major courses.

Criminal Justice Corrections Option:

Dept/No. Support Courses	Title	Credit Hours
AH 122	First Aid	2
CS 102	Computer Literacy	3
EN 101	English Composition I	3
EN 102	English Composition II	3
OR 110	Introduction to College	1
PS 201	American Government and Politics	3
PS 202	State and Local Government	3
PY 201	General Psychology	3
PY 226/CJ 226	Abnormal Psychology	3
SO 200	Introduction to Sociology	3
	¹ Restricted Electives	6
Major Courses		
CJ 101	Criminal Justice Systems	3
CJ 102	Introduction to Corrections	3
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 216	Correctional Management	3
CJ 217	Juvenile Justice and Delinquency	3
CJ 218	Substance Abuse and the Criminal Justice System	3
CJ 221	Community Corrections	3
CJ 223	Criminology	3

¹Choose from: Art, Biological Science, Chemistry, Communications in Business (BU 205), Criminal Justice, Music, Physical Science, Political Science, Psychology, Basic Document Processing I (OA 103), Document Processing II (OA 104), Spanish, or Sociology.

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/criminal-justice/corrections

Criminal Justice Law Enforcement Option:

Dept/No.	Title	Credit Hours
Support Courses		
AH 122	First Aid	2
CS 102	Computer Literacy	3
EN 101	English Composition I	3
EN 102	English Composition II	3
MT 121	College Math for General Education	3
OR 110	Introduction to College	1
PS 201	American Government and Politics	3
PS 202	State and Local Government	3
PY 201	General Psychology	3
SP 103	Speech Fundamentals	3
SO 200	Introduction to Sociology	3
SO 208	Marriage and Family Relations	3
Major Courses		
CJ 101	Criminal Justice Systems	3
CJ 103	Introduction to Law Enforcement	3
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 213	Criminal Investigation	3
CJ 217	Juvenile Justice and Delinquency	3
CJ 223	Criminology	3
CJ 226/PY 226	Abnormal Psychology	3
CJ 250	Ethics in Criminal Justice	3

A trimester-by-trimester program course sequence is available at http://www.southernwv.edu/programs/criminal-justice/law-enforcement

Division Dean: 304.236.7637

Table of Contents

Academic Calendar	1
Fall 2014	2
Spring 2015	3
Summer 2015	4
About Southern	5
Southern's History	6
Mission Statement	7
Our Core Values:	7
Vision Statement	7
General Education Philosophy and Goals	8
Campus Locations	9
Off-Campus Courses	9
Admission Procedures	10
General Admission	11
Classification of Students	11
Residency Determination	13
Department of Allied Health and Nursing Associate in Applied Science Application Requirements	15
Registration, Assessment and Advising	17
Financial Assistance Information	20
Loans	
Federal Direct Student Loan Program	21
Grants	21
Federal Pell Grant	
Federal Supplemental Educational Opportunity Grant (SEOG)	
Federal Work Study	
Higher Education Assistance for Part-time Students (HEAPS)	
West Virginia Higher Education Grant (WVHEG)	
Scholarships	
Private Scholarships	
PROMISE Scholarship	
Southern Scholarship	
Standards of Progress for Federal Financial Aid Recipients	
Gainful Employment Disclosure	
Consumer Complaint Procedures	23
Tuition, Fees, and Refunds	
Tuition, Fees, and Refunds	
Tuition and Fees	
Payment of Tuition and Fees	
Refund Procedures	
Refund Schedule	
Textbooks	27

Bookstore Voucher Numbers	27
Campus Stores	28
Academic Policy and Procedures	20
Procedures	
Academic Standing Policy	
Non-Traditional Academic Credit	
Degrees, Graduation, and Transcripts	
Student Services, Programs, and Activities	20
Adult Services	
Advisory Council of Students	
Career Planning and Placement Services	
Community Services	
Counseling Services	
Disability Services	
Food Service	
Honor Societies	
Library Services	
Student Activities	
Student Clubs and Organizations	
Student Government	
Student Identification Cards	44
Student Support Services	44
Transitional Studies/College Preparatory Courses	44
Tutoring Services	45
Unattended Items	45
Military, Veterans and Dependents	46
Compliance with Military Selective Service Act	
Service Members Opportunity Colleges	
Military Credit	
Residency	47
Military, Veterans and Dependents	
Veteran's Assistance	47
Student Class Attendance	48
Called To or Volunteered for Active Duty	48
Veterans Club	48
Veterans Contact Information	
Instructional Programs	49
Division of University Transfer Programs	
Associate in Arts	
Associate in Science	54
Addiction Counseling	55
Criminal Justice	56
Farly Childhood Development	EO

Division of Career and Technical Programs	60
Business Accounting	61
Business Administration	62
Homeland Security and Emergency Service	65
Information Technology	67
Management	68
Medical Assisting	69
Mechatronics Technology	70
Medical Laboratory Technology	71
Mine Management	72
Nursing	73
Office Administration	74
Paramedic Science	76
Radiologic Technology	77
Respiratory Care Technology	78
Salon Management/Cosmetology	
Board of Governors Adult Degree Completion	83
Occupational Development	84
Technical Studies	86
Certificate Programs	87
Addiction Counseling	88
Central Sterile Supply Technician	89
Criminal Justice	90
Electrical Engineering Technology	91
Health Care Technology	94
Industrial Technology	95
Information Technology	96
Office Administration	97
Paraprofessional Education	98
Survey Technology	99
Technical Studies	
Skill Sets	
Bookkeeping	102
CADD Technician	103
Computer Repair Technician	104
Early Childhood	
Graphic Design Technician	106
Industrial Safety Technician	107
Legal Office	108
Mapping Technician	109
Medical Office	
Medical Transcription	
Mine Permit Technician	
Payroll	
Records Clerk	112

Tax Preparation	115
Transit Technician	116
2+2 Transfer and Course-by-Course Articulation Agreements Associate in Arts, Associate in Science, and Applied	
Science	117
Academic Course Descriptions	118
Accounting	119
Allied Health	120
Art	124
Biological Science	125
Business	127
Chemistry	128
Communication Arts	129
Computer Information Systems	129
Computed Tomography	130
Criminal Justice	131
Economics	134
Education Foundations	134
Emergency Medical Services	137
Engineering	139
English	141
Experiential Learning	142
Finance	143
French	143
Geography	143
Geology	144
Green Technologies	144
History	144
Humanities	145
Information Technology	146
Integrated Science	149
Journalism	149
Management	150
Marketing	153
Mathematics	154
Mathematics Education	156
Medical Laboratory Technology	157
Mine Management	159
Music	160
Nursing	161
Office Administration	162
Orientation Courses	164
Philosophy	165
Physical and Health Education	165
Physical Science	166

Physics	166
Political Science	167
Psychology	167
Radio and Television	169
Radiologic Technology	169
Respiratory Care Technology	
Religion	
Salon Management/Cosmetology	174
Sociology	
Spanish	176
Speech	176
Surgical Technology	177
Survey Technology	178
Technical Studies	179
Theater	180
Transitional Studies	180
Welding Technology	181
Student Handbook	183
Family Educational Rights and Privacy Act (FERPA)	
Student Right-To-Know Act	
Catalog Adherence Policy	
Student Standards of Academic Progress (Policy SCP-3736)	
Academic Standards and Expectations of Students (Policy SCP-4151)	
Student Grades and Grade Point Average Requirements for Graduation (Policy SCP-4398)	
Academic Integrity (Policy SCP-4710)	187
E-Mail Established as an Official Form of Communication (Policy SCP-7000)	190
Information Technology Acceptable Usage (Policy SCP-7125)	
Tobacco Usage (Policy SCP-1750)	191
Use of Alcoholic Beverages on Campus (Policy SCP-1010)	191
Sexual Harassment (Policy SCP-2843)	191
Solicitation (Policy SCP-1735)	192
Individuals with Disabilities	192
Drug-free Schools and Communities Act	192
Student Rights and Responsibilities (Policy SCP-4770)	194
Student Grievance Procedure	200
Inclement Weather and Emergency Situation Information	202
Workforce Development, Continuing Education, and Employer Services	203
Academy for Mine Training and Energy Technologies	
Customized and Contract Training	
Continuing Education	
Community Development	
Appalachian Leadership Academy—The Cotiga Fellows	
Small Business Development Center (SBDC)	
Continuing Education Online Non-Academic Courses	

Personnel	206		
Board of Governors	207		
		West Virginia Council for Community and Technical College Education	
		Southern West Virginia Community College Foundation	