

PROGRAM REVIEW
Southern West Virginia Community and Technical College
Board of Governors

☐ Program with Special Accreditation

☒ Program without Specialized Accreditation

Program: Criminal Justice - Certificate

02/23/2015

Degree and Title

Date

INSTITUTIONAL RECOMMENDATION

The institution is obligated to recommend continuance or discontinuance for each program reviewed and provide a brief rationale for its recommendation.

- ☐ 1. Continuation of the program at the current level of activity without corrective action;
- ☒ 2. Continuation of program with corrective action (specify required action - e.g., reducing the range of optional tracks or other corrective action);
- ☐ 3. Identification of the program for further development;
- ☐ 4. Development of a cooperative program with another institution or sharing of courses, facilities, and/or faculty, and the like;
- ☐ 5. 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*.

Rationale for Recommendation:

Corrective actions include:

- Make corrections to the curriculum to include required general education requirements and make the curriculum "stackable" with the Criminal Justice A.A.S. curriculum.
- Develop an assessment plan for the program that will include a review of program goals, identification of an appropriate skills assessment for the program.
- Promote more involvement by the advisory committee for the program.
- Streamline the graduate and employer survey process to promote better response rates
- Develop marketing materials and enhance the promotion of the program.

Signature of person preparing report if other than Division Head

Date

Signature of Division Head

Date

Signature of Vice President for Academic Affairs and Student Services

Date

Signature of President

Date

Signature of Chair, Board of Governors

Date

**Southern West Virginia Community and Technical College
Division of Social Sciences, Education, and Non-Traditional Programs
Criminal Justice, Certificate**

Program Review Summary

A. Adequacy

- The program is available at all campuses and sites by way of the ICR classroom.
- The faculty is highly qualified.
- Student feedback for faculty is very positive.
- Positive outlook for employment possibilities for graduates.
- Strong enrollment numbers.
- Lack of programmatic assessment plan
- Poor response rate for graduate survey
- Lack of graduate employment data
- Lack of employer satisfaction data
- Diminishing involvement by Advisory Committee

**Conclusion: The program does not meet the minimum adequacy requirement.
Corrective actions have been taken.**

B. Viability

- Low cost program, employing only one full-time faculty and a very modest operational budget.
- Major courses are moving to online format to attract more students.
- The program maintains articulation agreements with four-year institutions.
- The program enrollment and number of graduates is adequate.
- There is an anticipated positive trend in program enrollment.

Conclusion: The program meets the minimum requirements for viability as a major.

C. Necessity

- Documented need for program graduates in the state and region.

Conclusion: The program is a necessary program.

D. Consistency with Mission

- The program supports the mission and vision of the institution

Conclusion: The program is consistent with Southern's mission.

PROGRAM REVIEW
2014 - 2015
Southern West Virginia Community and Technical College

I. Criminal Justice, Certificate

The Criminal Justice Certificate has been part of Southern West Virginia Community and Technical College's degree inventory since 1976. In that time, it has produced nearly 400 graduates. With this certificate, graduates are afforded the opportunity to move directly into employment or may transfer much of their classwork to Southern's Criminal Justice A.A.S. in order to pursue an advance degree in the field. The degree also provides opportunities for advancement of incumbent workers in the field.

The Criminal Justice Certificate currently offers the opportunity for students to learn skills needed for the following occupations:

SOC Code	Description
21-1092	Probation Officers and Correctional Treatment Specialists
33-3011	Bailiffs
33-3012	Correctional Officers and Jailers
33-3021	Detectives and Criminal Investigators
33-3041	Parking Enforcement Workers
33-3051	Police and Sheriff's Patrol Officers
33-9021	Private Detectives and Investigators
33-9032	Security Guards

Currently the program has no additional admission requirements nor additional standards of student progress required in order for students to remain in the program.

The Criminal Justice Certificate was last reviewed during the 2008 – 2009 academic year. The self-study of the program at that time resulted in a recommendation of continuance of the program without corrective action.

Since that last self-study, both of the full time faculty members retired. Also, the person in the administrative position which oversees the program has undergone several changes. First, Dr. Charles Wood, the Department Chair who oversaw the last program review, retired at the end of the Spring 2012 semester. Upon his retirement, Mr. George Morrison, Department Chair of Humanities, was assigned the task of overseeing the program. He retired at the end of the Spring 2013 semester, and the duty was assigned to Mr. Steven Lacek as part of his new role of Division Head of Social Sciences, Education, and Non-Traditional Programs. During all of these changes, the up-line administrators were also in flux. Since the time of the last program review, Southern has had four different Chief Academic Officers. Despite these numerous changes, the program has carried itself well.

II. Self-Study Components

A. Adequacy

1. Curriculum: (See Appendix I)

The curriculum of the program fails to meet the General Education requirements set forth by Title 135, Series 11, Section 3.1.d.1 The curriculum for the Criminal Justice Certificate allows students to successfully complete the program without having taken any course that requires a demonstration of computational skills. The curriculum will be revised to include this component. Upon approval by the Governance System, the changes will take effect for the 2015-2016 academic year.

In addition to the general education shortcoming, it was found that with a few small changes in the curriculum of the Criminal Justice Certificate, the A.A.S. Corrections option, and the A.A.S. Law Enforcement option, students can earn a thirty hour Certificate in Criminal Justice while pursuing an A.A.S. in Criminal Justice. Efforts have begun to adjust the curriculum to make this possible, while at the same time, maintaining the degree's academic integrity. These changes, upon approval by the Governance System, will take effect for the 2015 – 2016 academic year.

2. Faculty: (See Appendix II)

The 2008-2009 Program Review of the Criminal Justice Certificate program indicates that the program employed two full-time faculty members. However, both of those full-time faculty members retired after the Spring 2009 academic term. The program had always relied on adjunct faculty, but from the Fall 2010 until the Spring 2013 terms, the program was staffed entirely by part-time faculty. Please refer to Appendix II: Faculty for a summary of faculty rank, employment status, academic preparation, any professional development activities, and any other pertinent information.

3. Students: (See Appendix III)

- A. Entrance abilities: The Criminal Justice Certificate currently does not have any entrance requirements. Southern is an open-door admission institution. Southern has a robust developmental education program to assist students who fall below placement test cut scores set forth by Title 135, Series 21, Freshman Assessment and Placement Standards.
- B. Exit abilities: The Criminal Justice Certificate has used a variety of assessment instruments throughout the history of the program. In most recent years, that was the ETS Proficiency Profile. However, this instrument measures general

education proficiencies, not industry specific proficiencies. A priority for the new Division Head is to work with the faculty and advisory committee to determine an appropriate skills assessment for the Criminal Justice programs. Completion of the program may require sitting for the chosen assessment.

- C. Graduate follow-up data: Due to the very low response rate of the graduate surveys, little employment data is available. Please refer to Appendix IV for available graduate follow-up data. Included in this appendix is national, state, and regional salary data from the United States Bureau of Labor Statistics.

4. Graduate and Employer Satisfaction: (Appendix IV)

One hundred thirty-three graduate surveys were distributed by US Mail on Dec. 4, 2013. Of these 133, only two completed surveys were returned. A copy of the survey and the aggregate responses is included in Appendix IV.

There is no evidence that an employer survey was developed or distributed. The graduate survey process needs to be streamlined in order to elicit more responses and to minimize the cost of administering the survey. Moving the survey to an electronic form will also reduce the effort needed to compile the results.

5. Assessment Information: (Appendix V)

Evidence suggests that a programmatic assessment plan for the Criminal Justice Certificate has not been fully developed. As reported in the 2009 Assessment Report, “Criminal Justice Program graduates will:

- Investigate accidents and crime scenes with proper documentation
- Demonstrate safe, effective use of weapons”

At the same time, according to the 2008-2009 Program Review of the “Criminal Justice Program graduates will:

- Examine the functions of criminal law as it relates to the criminal justice system
- Identify the various roles and functions of the professional in the criminal justice system
- Describe landmark cases that currently govern the rules of arrest, search, and seizure
- Demonstrate basic skills in law enforcement/corrections
- Apply current West Virginia law to various situations
- Perform effective criminal justice techniques and methods
- Demonstrate safe, effective use of weapons
- Apply basic first aid techniques
- Apply basic principles of human behavior
- Investigate accident and crime scenes with proper documentation

- Interview and interrogate suspects”

This same report later provides further details regarding assessment methods on only three of these program goals. It is difficult to determine from available evidence the actual program goals. Further, no evidence has been found that suggests any existing goals have been reviewed or updated recently. However, there is evidence that shows the curriculum for the program has changed several times over the same period. Therefore, the development of an assessment plan for the Criminal Justice Certificate is paramount. This plan will require the review of programmatic goals and expected learner outcomes.

6. Advisory Committee:

According to the 2008 – 2009 Program Review, there is a Criminal Justice Advisory Committee that “has been active and has played an integral part in the development of the Criminal Justice Program at Southern.” However, there is a lack of evidence from recent years that would verify this claim. The most recent advisory committee meeting was held in April of 2013. This was a joint meeting of Criminal Justice, and two other programs’ advisory committees. Only one member of the Criminal Justice Advisory Committee attended this meeting, and there is little information in the minutes of that meeting that can be connected with Criminal Justice programs. Southern values advisory committees and the insight they provide. It appears that the Criminal Justice Advisory Committee’s involvement has weakened in the past few years, and efforts need to be made that will revitalize and validate that body.

7. Strengths/Weaknesses:

Strengths:

- The program is available at all campuses and sites by way of the ICR classroom.
- The faculty is highly qualified.
- Student feedback for faculty is very positive.
- Positive outlook for employment possibilities for graduates.
- Strong enrollment numbers.

Weaknesses:

- Lack of programmatic assessment plan
- Poor response rate for graduate survey
- Lack of graduate employment data
- Lack of employer satisfaction data
- Diminishing involvement by Advisory Committee

These weaknesses will be addressed as such:

1. Potential new members of an advisory committee will be identified. These individuals, along with the past membership will be invited to a formal

meeting. This meeting may take place in person or electronically, perhaps in the form of a list-serve. The initial meeting will be to discuss recent curricular changes and to connect with potential employers and identify any shortcomings of the program.

2. Graduate and employer surveys will be converted to an electronic format to help improve response rates and assist in the clerical tasks associated with this process.
3. Faculty and the Advisory Committee will work to establish an all-encompassing assessment program for the Criminal Justice Programs. This program will include programmatic goals, a “capstone” skills assessment, and a mechanism by which employers can provide feedback.

B. Viability

By way of this self-study, it is determined that the Criminal Justice Certificate program at Southern is a viable program that is cost effective for the institution – employing only one full-time faculty member and a handful of part-time faculty, it has produced an average of 13.5 graduates per academic year since Fall 2009.

	Fall 2009	Spring 2010	Fall 2010	Spring 2011	Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013
College – Wide Headcount	2619	2203	2565	2029	2457	1960	2178	1900	2002
CJ Cert. Majors	5	5	9	8	5	4	5	5	6
CJ Cert. Graduates	3	6	1	5	2	9	3	8	1

3. Enrollment Projections

Southern has seen a 23.6% decline in enrollment from Fall 2009 to Fall 2013. The number of Criminal Justice Certificate majors over that same period have stayed relatively level. With the previously mentioned changes to the Criminal Justice Certificate, students will be able to earn the Certificate upon completion of their first year of toward the Criminal Justice A.A.S. It is hoped that this will increase the number of Criminal Justice Certificate graduates, although it most likely will not affect the Criminal Justice Certificate major count. Students will more likely declare their major as the Criminal Justice A.A.S. but earn the Certificate along the way. Additionally, current economic factors, such as lay-offs and downsizing in the coal industry could lead to an increased interest in programs at Southern, in particular, the Criminal Justice programs. Efforts are underway to move the majority of classes to an online format. This will increase access to the program and hopefully lead to an increase in enrollment in the program. It is with a measured degree of optimism that we anticipate a leveling of, or a slight increase in, enrollment in the Criminal Justice programs. This, however, cannot happen without increasing community awareness of the programs. Hence, more attention needs to be given to marketing efforts.

4. Articulation Agreements (2+2 etc.)

Southern currently has articulation agreements with Bluefield State College and West Virginia State University. These agreements have been in place since 2010 and 2001 respectively. Both of these agreements were created with the intention of providing a seamless transition from the Associate's level to the Bachelor's level degree. As is the case with all articulation agreements, these agreements require regular review and updating. Changing the Certificate curriculum to be stackable with the A.A.S. certificate will give students benchmark achievements and could possibly promote the pursuit of advanced degrees in the field.

C. Necessity:

There is a documented need for the program. The following tables show state and regional employment projections from a Workforce WV report for various occupations in the criminal justice field.

West Virginia Occupational Projections							
	SOC Title	2012 Estimated Employment	2022 Projected Employment	Annual Growth Openings	Annual Replacement Openings	Total Annual Openings	Annual Growth Rate
21-1092	Probation Officers and Correctional Treatment Specialists	291	306	2	8	10	0.2
33-3011	Bailiffs	136	143	1	4	5	0.1
33-3012	Correctional Officers and Jailers	3688	4110	42	98	140	4.2
33-3021	Detectives and Criminal Investigators	359	409	5	8	13	0.5
33-3041	Parking Enforcement Workers	98	98	0	3	3	0
33-3051	Police and Sheriff's Patrol Officers	3552	3804	25	111	136	2.5
33-9021	Private Detectives and Investigators	38	42	1	1	2	0.1
33-9032	Security Guards	6172	6743	58	95	153	5.8

West Virginia Occupational Projections Workforce Investment Area 1 2010 - 2020							
SOC	SOC Title	2010 Estimated Employment	2020 Projected Employment	Annual Growth Openings	Annual Replacement Openings	Total Annual Openings	Annual Growth Rate
21-1092	Probation Officers and Correctional Treatment Specialists	86	98	1	2	3	1.3
33-3011	Bailiffs	No Data Available					
33-3012	Correctional Officers and Jailers	825	840	2	14	16	0.2
33-3021	Detectives and Criminal Investigators	44	44	0	1	1	0.0
33-3041	Parking Enforcement Workers	No Data Available					
33-3051	Police and Sheriff's Patrol Officers	No Data Available					
33-9021	Private Detectives and Investigators	No Data Available					
33-9032	Security Guards	595	638	4	9	13	0.7

West Virginia Occupational Projections Workforce Investment Area 2 2010 - 2020							
SOC	SOC Title	2010 Estimated Employment	2020 Projected Employment	Annual Growth Openings	Annual Replacement Openings	Total Annual Openings	Annual Growth Rate
21-1092	Probation Officers and Correctional Treatment Specialists	42	48	1	1	2	1.34
33-3011	Bailiffs	12	12	0	0	0	0.00
33-3012	Correctional Officers and Jailers	321	326	0	6	6	0.15
33-3021	Detectives and Criminal Investigators	50	51	0	1	1	0.20
33-3041	Parking Enforcement Workers	No Data Available					
33-3051	Police and Sheriff's Patrol Officers	393	401	1	12	13	0.20
33-9021	Private Detectives and Investigators	No Data Available					
33-9032	Security Guards	646	703	6	10	16	0.85

D. Consistency with Mission:

Southern's mission is provide accessible, affordable, quality education and training that promotes success for those we serve. By employing highly qualified instructors, both full-time and part-time, utilizing technology to keep delivery costs low, and by requiring one of the lowest tuitions in the state, the Criminal Justice programs at Southern are consistent with the mission of the college. The Criminal Justice Program not only provides individuals with an entry-level education, but also provides them with the opportunity to parlay their time at Southern into a Bachelor's degree in Criminal Justice.

The program is not a stand-alone program – it incorporates several general education courses, including social sciences, humanities, and mathematics. These disciplines enhance the breadth of knowledge of the criminal justice student and the criminal justice student adds context to class discussions in those core classes.

III. Recommendation

It is recommended that the Criminal Justice Certificate program at Southern West Virginia Community and Technical College be continued with corrective actions. Those corrective actions are:

- Make corrections to the curriculum to include required general education requirements and make the curriculum “stackable” with the Criminal Justice A.A.S. curriculum.
- Develop an assessment plan for the program that will include a review of program goals, identification of an appropriate skills assessment for the program.
- Promote more involvement by the advisory committee for the program.
- Streamline the graduate and employer survey process to promote better response rates
- Develop marketing materials and enhance the promotion of the program.

Appendix I

Curriculum

Criminal Justice

Associate in Applied Science 60 Credit Hours

Purpose:

The Criminal Justice Certificate Program provides basic knowledge and training in the skills required for employment in the Criminal Justice field.

Support Courses

<u>Dept/No.</u>	<u>Title</u>	<u>Credit Hours</u>
AH 122	First Aid	2
EN 101	English Composition I	3
OR 110	Introduction to College	1
SO 200	Introduction to Sociology	3

Major Courses

<u>Dept/No.</u>	<u>Title</u>	<u>Credit Hours</u>
CJ 101	Criminal Justice Systems	3
CJ 103	Introduction to Law Enforcement	3
CJ 201	Criminal Procedure	3
CJ 202	Criminal Law	3
CJ 223	Criminology	3
	¹ Criminal Justice Electives	6

¹Any Criminal Justice course not already specified in the program may be used to fulfill the elective requirement.

Criminal Justice Course Descriptions

CJ 101 Criminal Justice Systems: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

Examines in detail the criminal justice system of the United States including the role of police, the judiciary, and correctional systems. Also involves an analysis of the agencies involved in the processes of administration of criminal justice. Examines the development of modern correctional concepts and standards dealing with correctional administration. The course will further examine the various correctional systems, with special emphasis on treatment and rehabilitation.

CJ 102 Introduction to Corrections: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

The Constitutional aspects of arrest, search, and seizure are considered together with interrogation and confession, self-incrimination and right to counsel. Students will learn rules of evidence as these apply to law enforcement officers in the performance of their investigatory duties and testimony in court.

CJ 103 Introduction to Law Enforcement: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

Surveys law enforcement today: the role, history, development, and constitutional aspects of law enforcement and public safety. Emphasis is placed upon police functions and the techniques, purposes, objectives, and theories of police science.

CJ 201 Criminal Procedure: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

The Constitutional aspects of arrest, search and seizure are considered together with interrogation and confession, self-incrimination and right to counsel. Students will learn rules of evidence as these apply to law enforcement officers in the performance of their investigatory duties and testimony in court.

CJ 202 Criminal Law: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

An examination of the element of statutory felonies and misdemeanors, both state and federal, emphasizing West Virginia criminal status and procedures.

CJ 203 Criminal Evidence: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

This course is designed as an introductory course in criminal evidence. This course will help the student understand the requirements needed to admit evidence in a criminal court proceeding.

CJ 213 Criminal Investigation: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

Explores the fundamental principles and concepts of investigation. Method of investigation, search of the crime scene, collection and preservation of evidence. Interviews and interrogations, sources of information, techniques of surveillance, stakeouts and raids.

CJ 216 Correctional Management: 3 Credit Hours

Prerequisites: CJ 202.

The student will be exposed to a study of the principles of organization and administration as applied to correctional agencies. The student will also include an introduction to concepts or organizational behavior and TQM in the correctional setting.

CJ 217 Juvenile Delinquency: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

Explores the historical context of delinquency; the changing legal environment, including major court decisions that have transformed the juvenile justice system, including descriptions and discussions of juvenile delinquency prevention and control programs.

CJ 218 Substance Abuse and the Criminal Justice System: 3 Credit Hours

Prerequisites: CJ 101 and EN 102.

The student will be introduced to the history of the social, moral, cultural, and economic problems caused by substance abuse in our society.

CJ 221 Community Corrections: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

Examination of community treatment in the correctional process; contemporary usage of pre-sentence investigation, selection, supervision and release of probationers and parolees. Study of the process as related to both adults and juveniles.

CJ 223 Criminology: 3 Credit Hours

Prerequisite: SO 200. EN 101 is highly recommended but not required.

Investigates the theories of crime, including a review of the various types, causes, consequences, and controls of human behavior.

CJ 226/PY 226 Abnormal Psychology: 3 Credit Hours

This course will deal with the abnormal behavioral patterns found in individuals. This course will deal with the psychological and legal issues found in dealing with an individual who has abnormal behavior and/or an addictive behavior.

CJ 230 Pistol and Personal Protection: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

This course is open to all people, but is of special interest to those considering a career in law enforcement, corrections, security, or private investigation. This course will teach the basic attitudes, knowledge, and skills necessary to own, store, and use a firearm safely. The primary focus is handgun safety and the legal provisions, moral aspects, physical, and legal issues inherent in the philosophy of the use of deadly force will be addressed.

CJ 240 Correctional Procedure I: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

This course covers the procedures used to control and care for the correctional client at various security levels within a correctional institution. Topics include interior and exterior security, inmate and cell searches, contraband, cell extraction, and supervision of inmates.

CJ 241 Correctional Procedure II: 3 Credit Hours

Prerequisite: CJ 240.

A continuation of CJ 240. Topics include inmate discipline, handling of aggressive inmates, hostage situations, health issues, inmate tricks, suicidal inmates, and transportation of inmates.

CJ 250 Ethics in Criminal Justice: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

This course will discuss the philosophical and practical dilemmas surrounding the modern criminal justice system, including the police, courts, and correctional sub-systems.

CJ 275 Special Topics in Criminal Justice: 3 Credit Hours

Prerequisite: Permission of Department Chair. EN 101 is highly recommended but not required.

Presents courses in Criminal Justice which the College expects to offer only once or occasionally in response to specific needs. The course may consist of seminars, specialized or individual instruction, and/or research in an area related to Criminal Justice.

CJ 280 Traffic Law and Enforcement: 3 Credit Hours

Note: EN 101 is highly recommended but not required.

A course designed to evaluate the varied and complex traffic law system, emphasizing the West Virginia Traffic Code.

CJ 290 Internship in Criminal Justice: 3-12 Credit Hours

Note: EN 101 is highly recommended but not required.

This course provides students an opportunity to work in a criminal justice agency and to observe the day-to-day operation of the agency. This internship will allow the student to relate formal classroom learning to an actual work experience.

Appendix II

Faculty

**APPENDIX II
Faculty Data**

(No more than **TWO** pages per faculty member)

Name_____Angela Aguirre_____Rank_____Instructor_____

Check one:

Full-time_____ Part-time__X__ Adjunct__X__ Graduate Asst._____

Highest Degree Earned _M.A. _____ Date Degree Received _____12/12/2000_____

Conferred by_____Marshall University_____

Area of Specialization_____Leadership Studies – Justice Leadership Concentration_____

Professional registration/licensure _____ Yrs of employment at present institution _____ N/A _____

Yrs of employment in higher education _____1_____ Yrs of related experience outside higher education _____14_____

Non-teaching experience _____Probation Officer_____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2011	CJ 103 Introduction to Law Enforcement	24
Fall 2012	CJ 103 Introduction to Law Enforcement	22

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_____William Alderman_____Rank_____Associate Professor_____

Check one:

Full-time__X__ Part-time_____ Adjunct_____ Graduate Asst._____

Highest Degree Earned _____ Date Degree Received _____

Conferred by_____

Area of Specialization_____

Professional registration/licensure _____ Yrs of employment at present institution __10__

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____

Non-teaching experience _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2013	CJ 230 Pistol and Personal Protection	20
Spring 2014	CJ 230 Pistol and Personal Protection	18
Fall 2014	CJ 230 Pistol and Personal Protection	12

- (b) If degree is not in area of current assignment, explain.

N.R.A. Certification

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Stephen Baisden _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned M.L.S. Date Degree Received 12/ 2008

Conferred by West Virginia University

Area of Specialization Legal Studies

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 6

Non-teaching experience WV DHHR State Hearing Officer

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2012	CJ 213 Criminal Investigation	26
Fall 2012	CJ 223 Criminology	16
Spring 2013	CJ 213 Criminal Investigation	26
Spring 2013	CJ 250 Ethics in Criminal Justice	15
Spring 2014	CJ 218 Substance Abuse and the Criminal Justice System	10

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Susan Baisden _____ Rank _____ Instructor _____

Check one:

Full-time X Part-time _____ Adjunct _____ Graduate Asst. _____

Highest Degree Earned _____ Ph.D. _____ Date Degree Received _____ 2005 _____

Conferred by _____ Trinity Theological Seminary _____

Area of Specialization _____ Biblical Counseling _____

Professional registration/licensure _____ Yrs of employment at present institution 2

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ N/A _____

Non-teaching experience _____ Counselor _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2014	CJ 226 Abnormal Psychology	7
Fall 2014	CJ 226 Abnormal Psychology	4

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Melissa Ball _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned B.A. Date Degree Received 6/2009

Conferred by _____ West Virginia State College _____

Area of Specialization _____ Criminal Justice _____

Professional registration/licensure Y Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 15 _____

Non-teaching experience _____ Day Report Officer _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2013	CJ 230 Pistol and Personal Protection	16

- (b) If degree is not in area of current assignment, explain.

N.R.A. Certified Instructor – Pistol, Rifle, Shotgun, Metallic Cartridge Reloading, Shotgun Shell Reloading, Range Safety Officer

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_Gregory Bishop _____ Rank__ Instructor_____

Check one:

Full-time_____ Part-time_X__ Adjunct_X__ Graduate Asst._____

Highest Degree Earned __B.A.____ Date Degree Received _____08/ 1989_____

Conferred by____Marshall University_____

Area of Specialization____Law Enforcement and Psychology_____

Professional registration/licensure _____ Yrs of employment at present institution __ N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____25____

Non-teaching experience _____U.S. Marines, WV State Trooper_

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 101 Criminal Justice Systems*	31

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Lillian Browning _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned M.A. Date Degree Received _____

Conferred by _____ West Virginia State Graduate College _____

Area of Specialization _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 15

Non-teaching experience _____ Probation Officer _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 103 Introduction to Law Enforcement	31
Spring 2010	CJ 221 Community Corrections	29
Fall 2010	CJ 103 Introduction to Law Enforcement	37
Spring 2011	CJ 221 Community Corrections	22

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Robin Browning _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned _____ M.A. _____ Date Degree Received _____ 8/ 2001 _____

Conferred by _____ Marshall University _____

Area of Specialization _____ Psychology, Diagnosis and Intervention _____

Professional registration/licensure _____ Yrs of employment at present institution N/A _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 13 _____

Non-teaching experience _____ Psychologist _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2011	CJ 213 Criminal Investigation	20

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Jamie Butcher _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned JD Date Degree Received 6/2013

Conferred by _____ West Virginia University _____

Area of Specialization _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 10

Non-teaching experience _____ Child Advocacy Center Director, Attorney _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2011	CJ 203 Criminal Evidence	23

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Joshua Butcher _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned J.D. Date Degree Received 6/2006

Conferred by _____ West Virginia University _____

Area of Specialization _____ Law _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 8

Non-teaching experience _____ Attorney _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2013	CJ 202 Criminal Law	33

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Sabrina Deskins _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X _____ Adjunct X _____ Graduate Asst. _____

Highest Degree Earned _____ J.D. _____ Date Degree Received _____ 5/ 2002 _____

Conferred by _____ Appalachian School of Law _____

Area of Specialization _____

Professional registration/licensure _____ Yrs of employment at present institution _____ N/A _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 12 _____

Non-teaching experience _____ Attorney, Family Court Judge _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2010	CJ 217 Juvenile Delinquency	23
Spring 2011	CJ 217 Juvenile Delinquency	28
Fall 2011	CJ 201 Criminal Procedure	32
Spring 2012	CJ 202 Criminal Law	31
Spring 2012	CJ 217 Juvenile Delinquency	18
Spring 2012	CJ 280 Traffic Law and Enforcement	12
Fall 2012	CJ 201 Criminal Procedure	30
Fall 2012	CJ 203 Criminal Evidence	17
Spring 2013	CJ 216 Correctional Management	9

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Teresa Ferguson _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned M.A. Date Degree Received 6/ 1998

Conferred by _____ Marshall University _____

Area of Specialization _____ Correctional Counseling _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 8

Non-teaching experience _____ Counselor _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 203 Criminal Evidence	32
Spring 2010	CJ 213 Criminal Investigation	39

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Debra Fields _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned M.A. Date Degree Received 12/ 2000

Conferred by _____ Marshall University _____

Area of Specialization _____ Counseling _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 18

Non-teaching experience _____ Counseling _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2013	CJ 218 Substance Abuse and the Criminal Justice System	15

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Leslie Goldie _____ Rank _____ Instructor _____

Check one:

Full-time X Part-time _____ Adjunct _____ Graduate Asst. _____

Highest Degree Earned R.B.A Date Degree Received 2008

Conferred by _____ Marshall University _____

Area of Specialization _____ N/A _____

Professional registration/licensure _____ Yrs of employment at present institution 2

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____

Non-teaching experience _____ WV State Trooper _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2013	CJ 101 Introduction to Criminal Justice	25
Fall 2013	CJ 103 Introduction to Law Enforcement	25
Fall 2013	CJ 201 Criminal Procedure	26
Fall 2013	CJ 203 Criminal Evidence	10
Fall 2013	CJ 223 Criminology	20
Spring 2014	CJ 202 Criminal Law	32
Spring 2014	CJ 213 Criminal Investigation	26
Spring 2014	CJ 216 Correctional Management	12
Spring 2014	CJ 217 Juvenile Delinquency	27
Spring 2014	CJ 250 Ethics in Criminal Justice	18

Fall 2014	CJ 101 Introduction to Criminal Justice	30
Fall 2014	CJ 103 Introduction to Law Enforcement	30
Fall 2014	CJ 201 Criminal Procedure	26
Fall 2014	CJ 203 Criminal Evidence	18
Fall 2014	CJ 223 Criminology	20

(b) If degree is not in area of current assignment, explain.

Mr. Goldie is currently employed by the West Virginia State Police and has extensive experience with and knowledge of the criminal justice system.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Vicki Greene _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time ☒ Adjunct ☒ Graduate Asst. _____

Highest Degree Earned B.S. Date Degree Received 5/2001

Conferred by _____ Mountain State University _____

Area of Specialization _____ Criminal Justice _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 13

Non-teaching experience _____ WV Regional Jail Administrator _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 102 Introduction to Corrections	32
Fall 2009	CJ 240 Correctional Procedures I	16
Spring 2010	CJ 241 Correctional Procedures II	8
Fall 2010	CJ 102 Introduction to Corrections	31
Fall 2010	CJ 240 Correctional Procedures I	21
Spring 2011	CJ 241 Correctional Procedures II	19
Fall 2011	CJ 102 Introduction to Corrections	20
Fall 2011	CJ 240 Correctional Procedures I	8
Spring 2012	CJ 240 Correctional Procedures I	1

Spring 2012	CJ 241 Correctional Procedures II	10
Fall 2012	CJ 240 Correctional Procedures I	10
Spring 2013	CJ 241 Correctional Procedures II	6

(b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ George Kennedy _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned _____ N/A _____ Date Degree Received _____ N/A _____

Conferred by _____ N/A _____

Area of Specialization _____ N/A _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____

Non-teaching experience _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2013	CJ 102 Introduction to Corrections	6
Fall 2014	CJ 102 Introduction to Corrections	8
Fall 2014	CJ 103 Introduction to Law Enforcement	8

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Brady Keyser _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned _____ Date Degree Received _____

Conferred by _____

Area of Specialization _____

Professional registration/licensure Y Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education N/A

Non-teaching experience N/A

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 230 Pistol and Personal Protection	13
Spring 2010	CJ 230 Pistol and Personal Protection	7
Fall 2010	CJ 230 Pistol and Personal Protection	15
Spring 2011	CJ 230 Pistol and Personal Protection	10
Spring 2011	CJ 230 Pistol and Personal Protection	15

- (b) If degree is not in area of current assignment, explain.

Holds N.R.A. training certification.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Jeffery Lane _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct _____ Graduate Asst. _____

Highest Degree Earned M.A. Date Degree Received 6/ 1998

Conferred by _____ Marshall University _____

Area of Specialization _____ Justice Leadership _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 21

Non-teaching experience _____ County Magistrate _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2011	CJ 250 Ethics in Criminal Justice	26
Fall 2011	CJ 101 Introduction to Criminal Justice	30
Spring 2012	CJ 250 Ethics in Criminal Justice	27
Fall 2012	CJ 101 Introduction to Criminal Justice	35
Spring 2013	CJ 280 Traffic Law and Enforcement	16

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Beverly McDonald _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct _____ Graduate Asst. _____

Highest Degree Earned M.Ed. Date Degree Received 12 / 2012

Conferred by _____ Lindsey Wilson _____

Area of Specialization _____ Counseling _____

Professional registration/licensure _____ Yrs of employment at present institution 10

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____

Non-teaching experience _____ Counseling _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2014	CJ 226 Abnormal Psychology	2

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_____Marsha Newman_____Rank____Instructor_____

Check one:

Full-time_____ Part-time_X____ Adjunct_X____ Graduate Asst._____

Highest Degree Earned _____ Date Degree Received _____

Conferred by_____

Area of Specialization_____

Professional registration/licensure _____ Yrs of employment at present institution _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____15____

Non-teaching experience _____Counselor_____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2012	CJ 226 Abnormal Psychology	2

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Eric O'Briant _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned J.D. Date Degree Received _____

Conferred by _____

Area of Specialization _____

Professional registration/licensure _____ Yrs of employment at present institution _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 20 + _____

Non-teaching experience _____ Logan County Circuit Judge _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 201 Criminal Procedure	23
Spring 2010	CJ 202 Criminal Law	34
Fall 2010	CJ 201 Criminal Procedure	39
Spring 2011	CJ 202 Criminal Law	34

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Heather Ooten _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned J.D. Date Degree Received _____

Conferred by _____ West Virginia University _____

Area of Specialization _____

Professional registration/licensure _____ Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education 3

Non-teaching experience _____ Legal Research Analyst, Attorney _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2010	CJ 250 Ethics in Criminal Justice	34
Fall 2010	CJ 203 Criminal Evidence	28

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name Teddy Riffe Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned A.A.S. Date Degree Received 6/ 2005

Conferred by _____ Southern West Virginia Community and Technical College _____

Area of Specialization Criminal Justice

Professional registration/licensure Y Yrs of employment at present institution N/A

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____20

Non-teaching experience _____ Police Officer _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Spring 2010	CJ 280 Traffic Law and Enforcement	29
Fall 2010	CJ 101 Introduction to Criminal Justice	38
Fall 2010	CJ 230 Pistol and Personal Protection	6
Spring 2011	CJ 280 Traffic Law and Enforcement	19
Spring 2012	CJ 230 Pistol and Personal Protection	3
Spring 2013	CJ 230 Pistol and Personal Protection	1

- (b) If degree is not in area of current assignment, explain.

N.R.A. Certificate

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_____Kimberly Tipton_____Rank_____Instructor_____

Check one:

Full-time_____ Part-time__X__ Adjunct__X__ Graduate Asst._____

Highest Degree Earned __M.S.____ Date Degree Received __6 / 2002_____

Conferred by_____West Virginia University _____

Area of Specialization_____

Professional registration/licensure _____ Yrs of employment at present institution _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____12_____

Non-teaching experience _____ Probation Officer_____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2011	CJ 102 Introduction to Corrections	20
Spring 2012	CJ 221 Community Corrections	15
Fall 2012	CJ 102 Introduction to Corrections	19
Spring 2013	CJ 221 Community Corrections	14
Fall 2013	CJ 102 Introduction to Corrections	17
Spring 2014	CJ 221 Community Corrections	12
Fall 2014	CJ 102 Introduction to Corrections	17

(b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name _____ Teresa Wayman _____ Rank _____ Instructor _____

Check one:

Full-time _____ Part-time X Adjunct X Graduate Asst. _____

Highest Degree Earned M.A. Date Degree Received _____

Conferred by _____ Lindsey Wilson College _____

Area of Specialization _____ Counseling _____

Professional registration/licensure _____ Yrs of employment at present institution _____

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____ 3

Non-teaching experience _____ Counselor _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2012	CJ 226 Abnormal Psychology	4
Fall 2013	CJ 226 Abnormal Psychology	3

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_____ Charles West_____ Rank____ Instructor_____

Check one:

Full-time_____ Part-time_X____ Adjunct_X____ Graduate Asst._____

Highest Degree Earned ____N/A____ Date Degree Received _____N/A_____

Conferred by_____N/A_____

Area of Specialization_____N/A_____

Professional registration/licensure _____ Yrs of employment at present institution ____N/A_

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____

Non-teaching experience _____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2010	CJ 223 Criminology	16

- (b) If degree is not in area of current assignment, explain.

APPENDIX II Faculty Data

(No more than **TWO** pages per faculty member)

Name_____Charles Wood_____Rank_____Professor_____

Check one:

Full-time__X__ Part-time_____ Adjunct_____ Graduate Asst._____

Highest Degree Earned ___D.M._____ Date Degree Received _____1989_____

Conferred by_____Texas Christian University _____

Area of Specialization___Psychology and Christian Theology_____

Professional registration/licensure _____ Yrs of employment at present institution __17__

Yrs of employment in higher education _____ Yrs of related experience outside higher education _____40__

Non-teaching experience _____Minister_____

To determine compatibility of credentials with assignment:

- (a) List courses you taught this year and those you taught last year: (If you participated in team-taught course, indicate each of them and what percent of courses you taught.) For each course include year and semester taught, course number, course title and enrollment.

<u>Year/Semester</u>	<u>Course Number & Title</u>	<u>Enrollment</u>
Fall 2009	CJ 223 Criminology	17
Fall 2009	CJ 226 Abnormal Psychology	1
Fall 2009	CJ 290 Internship in Criminal Justice	4
Spring 2010	CJ 290 Internship in Criminal Justice	12
Fall 2010	CJ 226 Abnormal Psychology	3
Spring 2011	CJ 223 Criminology	11
Fall 2011	CJ 226 Abnormal Psychology	4
Spring 2012	CJ 290 Internship in Criminal Justice	9

- (b) If degree is not in area of current assignment, explain.

Appendix IV
Graduate Data
and
Graduate and Employer Satisfaction Survey Results

Summary of National Salary Data, Bureau of Labor Statistics									
Period: May 2013									
Occupation (SOC code)	Employment (1)	Hourly mean wage	Annual mean wage(2)	Hourly 10th percentile wage	Hourly median wage	Hourly 90th percentile wage	Annual 10th percentile wage(2)	Annual median wage(2)	Annual 90th percentile wage(2)
Probation Officers and Correctional Treatment Specialists(211092)	86810	\$ 25.44	\$ 52,910	\$ 15.39	\$ 23.29	\$ 40.46	\$ 32,010	\$ 48,440	\$ 84,160
Bailiffs(333011)	16360	\$ 19.53	\$ 40,620	\$ 9.26	\$ 17.83	\$ 32.55	\$ 19,260	\$ 37,080	\$ 67,700
Correctional Officers and Jailers(333012)	432680	\$ 21.32	\$ 44,350	\$ 12.86	\$ 19.02	\$ 34.48	\$ 26,740	\$ 39,550	\$ 71,720
Detectives and Criminal Investigators (333021)	109960	\$ 38.00	\$ 79,030	\$ 19.29	\$ 36.89	\$ 60.25	\$ 40,110	\$ 76,730	\$ 125,320
Parking Enforcement Workers(333041)	8790	\$ 17.90	\$ 37,220	\$ 10.41	\$ 17.40	\$ 26.65	\$ 21,650	\$ 36,190	\$ 55,440
Police and Sheriff's Patrol Officers(333051)	635380	\$ 28.23	\$ 58,720	\$ 15.71	\$ 26.99	\$ 43.60	\$ 32,670	\$ 56,130	\$ 90,700
Private Detectives and Investigators (339021)	25820	\$ 25.91	\$ 53,890	\$ 14.58	\$ 22.24	\$ 40.19	\$ 30,330	\$ 46,250	\$ 83,600
Security Guards(339032)	1066730	\$ 13.24	\$ 27,550	\$ 8.42	\$ 11.57	\$ 20.75	\$ 17,510	\$ 24,070	\$ 43,150
Footnotes:									
(1) Estimates for detailed occupations do not sum to the totals because the totals include occupations not shown separately. Estimates do not include self-employed workers.									
(2) Annual wages have been calculated by multiplying the hourly mean wage by 2080 hours; where an hourly mean wage is not published the annual wage has been directly calculated from the reported survey data.									
(3) The relative standard error (RSE) is a measure of the reliability of a survey statistic. The smaller the relative standard error the more precise the estimate.									
SOC code: Standard Occupational Classification code -- see http://www.bls.gov/soc/home.htm									

Summary of West Virginia Salary Data, Bureau of Labor Statistics									
Period: May 2013									
Occupation (SOC code)	Employment (1)	Hourly mean wage	Annual mean wage(2)	Hourly 10th percentile wage	Hourly median wage	Hourly 90th percentile wage	Annual 10th percentile wage(2)	Annual median wage(2)	Annual 90th percentile wage(2)
Probation Officers and Correctional Treatment Specialists(211092)	270	\$ 15.64	\$ 32,530	\$ 12.17	\$ 15.53	\$ 19.02	\$ 25,320	\$ 32,290	\$ 39,570
Bailiffs(333011)	140	\$ 13.63	\$ 28,350	\$ 9.22	\$ 13.24	\$ 17.87	\$ 19,180	\$ 27,530	\$ 37,170
Correctional Officers and Jailers(333012)	3530	\$ 16.08	\$ 33,440	\$ 10.25	\$ 13.99	\$ 25.77	\$ 21,320	\$ 29,090	\$ 53,600
Detectives and Criminal Investigators(333021)	350	\$ 28.08	\$ 58,400	\$ 13.70	\$ 19.25	\$ 57.36	\$ 28,490	\$ 40,030	\$ 119,320
Parking Enforcement Workers(333041)	100	\$ 11.20	\$ 23,300	\$ 7.78	\$ 9.82	\$ 17.12	\$ 16,190	\$ 20,430	\$ 35,620
Police and Sheriff's Patrol Officers(333051)	3500	\$ 18.19	\$ 37,830	\$ 12.45	\$ 18.27	\$ 23.92	\$ 25,900	\$ 37,990	\$ 49,750
Private Detectives and Investigators(339021)	30	\$ 23.57	\$ 49,030	\$ 10.70	\$ 21.76	\$ 36.65	\$ 22,260	\$ 45,260	\$ 76,240
Security Guards(339032)	5800	\$ 11.18	\$ 23,250	\$ 7.82	\$ 9.54	\$ 18.54	\$ 16,270	\$ 19,850	\$ 38,570
Footnotes:									
(1) Estimates for detailed occupations do not sum to the totals because the totals include occupations not shown separately. Estimates do not include self-employed workers.									
(2) Annual wages have been calculated by multiplying the hourly mean wage by 2080 hours; where an hourly mean wage is not published the annual wage has been directly calculated from the reported survey data.									
(3) The relative standard error (RSE) is a measure of the reliability of a survey statistic. The smaller the relative standard error the more precise the estimate.									
SOC code: Standard Occupational Classification code -- see http://www.bls.gov/soc/home.htm									

Summary of Southern West Virginia nonmetropolitan Salary Data, Bureau of Labor Statistics
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Period: May 2013

Occupation (SOC code)	Employment (1)	Hourly mean wage	Annual mean wage(2)	Hourly 10th percentile wage	Hourly median wage	Hourly 90th percentile wage	Annual 10th percentile wage(2)	Annual median wage(2)	Annual 90th percentile wage(2)
Probation Officers and Correctional Treatment Specialists(211092)	50	\$ 15.36	\$ 31,940	\$ 12.18	\$ 15.57	\$ 18.42	\$ 25,330	\$ 32,390	\$ 38,300
Bailiffs(333011)	No Regional Data Available								
Correctional Officers and Jailers(333012)	1110	\$ 16.65	\$ 34,630	\$ 10.20	\$ 14.34	\$ 26.84	\$ 21,220	\$ 29,820	\$ 55,830
Detectives and Criminal Investigators (333021)	40	\$ 20.36	\$ 42,340	\$ 13.49	\$ 16.90	\$ 36.39	\$ 28,060	\$ 35,160	\$ 75,680
Parking Enforcement Workers(333041)	No Regional Data Available								
Police and Sheriff's Patrol Officers(333051)	680	\$ 16.34	\$ 33,990	\$ 10.34	\$ 16.16	\$ 22.96	\$ 21,510	\$ 33,610	\$ 47,760
Private Detectives and Investigators (339021)	No Regional Data Available								
Security Guards(339032)	1550	\$ 9.54	\$ 19,850	\$ 7.64	\$ 8.69	\$ 14.80	\$ 15,880	\$ 18,080	\$ 30,780
Footnotes:									
(1) Estimates for detailed occupations do not sum to the totals because the totals include occupations not shown separately. Estimates do not include self-employed workers.									
(2) Annual wages have been calculated by multiplying the hourly mean wage by 2080 hours; where an hourly mean wage is not published the annual wage has been directly calculated from the reported survey data.									
SOC code: Standard Occupational Classification code -- see http://www.bls.gov/soc/home.htm									

GRADUATE FOLLOW-UP SURVEY RESPONSES
(typed as written)

Item 1	Graduate A	05/11
	Graduate B	May 2012

Item 2	Graduate A	Criminal Justice
	Graduate B	Criminal Justice

Item 3	Graduate A	It is what I've wanted to do my entire life
	Graduate B	[no response]

Item 4	Graduate A	Boone, Logan
	Graduate B	Wyoming

Item 5	Graduate A	Yes, I have transferred to another college or university
	Graduate B	No, but I am planning to continue my education in the future

Item 6	Graduate A	Full-time
	Graduate B	[no response]

Item 7	Graduate A	Criminal Justice Administration
	Graduate B	[no response]

Item 8	Graduate A	Yes
	Graduate B	Yes [but not in field of study. Had job already]

Item 9	Graduate A	Unemployed, not seeking employment
	Graduate B	Employed part-time (less than 30 hours per week), not seeking full-time employment

Item 10	Graduate A	Returned to school
	Graduate B	[no response]

Item 11	Graduate A	[no response]
	Graduate B	No, not directly related
Item 12	Graduate A	[no response]
	Graduate B	No jobs available. Looked put apps in, but no call back
Item 13	Graduate A	[no response]
	Graduate B	Less than \$15,000 per year
Item 14	Graduate A	[no response]
	Graduate B	About as expected
Item 15	Graduate A	[no response]
	Graduate B	Raleigh, WV
Item 16	Graduate A	[no response]
	Graduate B	Advantage Sales & Marketing; WV Choice, Beckley, WV; Beaver, WV
Item 17	Graduate A	[no response]
	Graduate B	Event Specialist, Direct Care Worker
Item 18	Graduate A	Good
	Graduate B	Good
Item 19	Graduate A	No; It is extremely hard to get a decent paying job with only an associate's degree so I decided to continue my education
	Graduate B	Yes
Item 20	Graduate A	a. Close to Home
		b. Friendliness
		c. Community – driven with a drive for their students to succeed
	Graduate B	a. teachers are awesome
		b. great location
		c. flexible

Item 21	Graduate A	a. Each teacher should have to be re-evaluated in the classroom
		b. The building could use an updating
		c. faculty should have to take a public interaction and communications class
	Graduate B	a. more career fields offered at Wyoming
		b. free lunch
		c.

Item 22		Very Well	Well	Adequate	Minimally	Poorly
	Communications	A	B			
	Writing Skills	A	B			
	Reading Skills	A	B			
	Speaking Skills	A	B			
	Computer Skills	A,B				
	Critical Thinking Skills	A		B		
	Organizational Skills	A	B			
	Teamwork Skills	A,B				
	Diversity	A	A,B			
	Math Skills	A	B			
	Skills and knowledge directly related to college program	A	B			
	Other					

Item 23	Graduate A	Retha Marcum
	Graduate B	Tim Weaver

Item 24	Graduate A	Yes
	Graduate B	Yes

Item 25	Graduate A	[no response]
	Graduate B	Receiving information about other programs at Southern

Item 26	Graduate A	Work hard, do your best, and never say I can't
	Graduate B	Have fun while your getting an education

Item 27	Graduate A	[no response]
	Graduate B	I didn't receive all diplomas. Called teacher bout grade she never changed it. Called someone bout it they said theyd take care of it. Never did. Left multiple emails

[Contact information omitted to protect student privacy.]

Appendix V
Assessment Information

ETS MAPP Results reported in 2009 – 2010 Institutional Assessment Report
(Criminal Justice Certificate)

Campus	Total Score	Skills Dimension Subscores				Context Based Subscores		
		Critical Thinking	Reading	Writing	Mathematics	Humanities	Social Sciences	Natural Sciences
Logan	425	107	112	113	105	112	106	111

Mean	425	107	112	113	105	112	106	111
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Student	Reading		Critical Thinking	Writing			Mathematics		
1	M	N	N	P	N	N	N	N	N

	Proficient	Marginal	Not Proficient
Reading Level I		100%	
Reading Level II			100%
Critical Thinking			100%
Writing Level I	100%		
Writing Level II			100%
Writing Level III			100%
Mathematics Level I			100%
Mathematics Level II			100%
Mathematics Level III			100%

ETS MAPP Results reported in 2010 – 2011 Institutional Assessment Report
(Criminal Justice Certificate)

Campus	Total Score	Skills Dimension Subscores				Context Based Subscores		
		Critical Thinking	Reading	Writing	Mathematics	Humanities	Social Sciences	Natural Sciences
Logan	441	107	115	118	114	107	110	114

Mean	441	107	115	118	114	107	110	114
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Student	Reading		Critical Thinking	Writing			Mathematics		
1	P	N	N	P	M	M	P	M	N

	Proficient	Marginal	Not Proficient
Reading Level I	100%		
Reading Level II			100%
Critical Thinking			100%
Writing Level I	100%		
Writing Level II		100%	
Writing Level III		100%	
Mathematics Level I	100%		
Mathematics Level II		100%	
Mathematics Level III			100%

ETS MAPP Results reported in 2011 – 2012 Institutional Assessment Report
(Criminal Justice Certificate)

Campus	Total Score	Skills Dimension Subscores				Context Based Subscores		
		Critical Thinking	Reading	Writing	Mathematics	Humanities	Social Sciences	Natural Sciences
Logan	426	108	104	112	111	105	103	114

Mean	426	108	104	112	111	105	103	114
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Student	Reading		Critical Thinking	Writing			Mathematics		
1	N	N	N	M	N	N	M	M	N

	Proficient	Marginal	Not Proficient
Reading Level I			100%
Reading Level II			100%
Critical Thinking			100%
Writing Level I		100%	
Writing Level II			100%
Writing Level III			100%
Mathematics Level I		100%	
Mathematics Level II		100%	
Mathematics Level III			100%