

Program Viability Committee

April 25, 2019, 9:00 a.m. to 10:00 a.m. BONH-330

SUMMARY

PRESENT: Rebecca Eikey (Chair), Chris Boltz (CTE Rep), Albert Loaiza (Counseling Rep), Lisa Hooper (Curriculum Rep), Jerry Buckley (CIO), Harriet Happel (Dean CTE), Omar Torres (AVP Academic Affairs), Nathan Dechenes (Administration of Justice), Nathan Ong (Crime Analyst, LAPD Foothill Division), Ernest Coronel (Crime Analyst, LAPD Foothill Division), Hence Chu (MLT), Kathy Bakhit (Dean, Business & Applied Tech), Micah Young (Interim Dean, MSHP)

ABSENT: Wendy Brill, Jason Burgdorfer, David Andrus

A. Routine Matters

1. Call to order
2. Approval of the Agenda

B. Discussion

1. New Program Proposals

a. Cytotechnology, Hence Chu

Credit Certificate of Achievement

The proposed cytotechnology program will train individuals to perform microscopic study of cells obtained from various anatomical tissue sites or regions via staining methodologies. Cytological examination of cells provides preliminary evaluation for malignancy that warrant further investigation by pathologists. In many cases, timely treatment can be administered even before symptoms can be detected and/or detected by other methodologies. Students will be introduced to specialized specimen collection techniques, preparation, and staining procedures of various cell types. Cytotechnologists are integral members of the allied health care team that provides physicians and pathologists information to help them make decisions on timely treatment and mechanisms to monitor therapeutic interventions.

Cytotechnology Proposal – withdrawn at this point in time

Update: Clinical Sites Identified for Clinical Lab Science, see letters in Canvas.

The recommendation is to focus on credit vs noncredit due to perception at the Chancellor's Office that professional development is to be credit.

b. Law Enforcement Technology, Larry Alvarez

Associates Science Degree

The Law Enforcement Technology program focuses on the emerging trends and uses of technology in law enforcement operations and criminal investigations. The student gains insight into how technology impacts law enforcement, legal issues associated with technological uses, ethical boundaries considerations, and operational and investigative techniques. Upon successful completion of the Law Enforcement Technology degree program, the student will have a general, but very practical knowledge, of the rapidly evolving technology and how it is used to further public safety operations and criminal investigations. Target occupations typical to this major include in-service officers and investigators working, or seeking to work, specialized technical investigative support assignments.

Overview of rationale for this type of program. The program could be offered online and would be the first in the country. There are no transfer programs at this point in time. However, there is conversation with National University at the UCEN for consideration of bachelors level degree. The program is designed for police officers to use a variety of technology as part of an investigation. This program is modeled after training that federal government does, per Nathan.

Qualifications of instructors and assigning disciplines to courses discussed. There seems to be an interdisciplinary approach for the courses and program. The courses would be assigned to Administration of Justice and there would be emphasis in hiring on the professional experience. There are already three adjunct faculty who would be qualified to teach this. In addition, since this is based off of federal training, there would be a number of qualified instructors drawn from that pool. Federal law enforcement requires bachelor's degree.

Quality considerations: All the faculty who would teach in this program would have to be certified online instructors. The department faculty are aware of the need for quality offerings of 100% courses in terms of pedagogy.

Physical space considerations: there are no issues with facilities as this is going to be an online program. The FAA-certified drone operator can be done 100% online. So there is precedence for online training. The completers of this program would have to complete additional requirements based on which agency hires them. For example, some agencies may require FAA certification. This program is focusing on using various technologies to investigate crimes.

Equipment needs – at this point the program is online so there is no additional equipment/physical space. If physical space or equipment is needed, then there would need to be agreements with departments.

Considerations for OER and zero-cost books: there are no available textbooks.

Motion to Approve as Pilot Status Program, Albert Loaiza, seconded by Harriet Happel

c. Crime & Intelligence Analysis, Larry Alvarez

Non-Credit Certificate

The Crime & Intelligence Analysis Certificate Program will provide practical instruction in crime analysis, criminal investigative analysis, organized crime intelligence analysis, law enforcement research, and statistical methods. The included courses will focus on (1) the analysis of the Part I and Part II crime trends most commonly encountered by patrol officers and investigators such as murder, aggravated assault, rape, robbery, burglary, and theft, and (2) crimes investigated by intelligence officers such as criminal networks, organized crime groups, narcotics, gangs, smuggling, trafficking, pirated goods, money laundering, and other illicit rings.

Larry provided an overview of the rationale and need for this type of program. The program could be adapted to Credit, if needed. Pierce College has a Department of Justice Certified Certificate offered in credit. CSU Fullerton & UC Riverside also have credit programs This certificate program (either credit or noncredit) can be completed in an accelerated cohort weekend program, the only one like it in the region.

The requirements is dependent on the agency. LAPD requires *any* BS degree and Crime Analysis certificate; Department of Defense requires experience (not a certificate). The majority of the students would already have bachelor degrees. This would be additional professional development for them to move into a specialized area needed in crime analysis. However, there would not be prerequisites, so the program would not be limited to those with associate degrees or bachelor degrees. Labor Market analysis has a projected growth is 5-9%.

The committee had a discussion regarding if the program should be in credit vs noncredit. There are credit classes already in Administration of Justice that would be part of this program. There could be more flexibility for students if offered on credit. Crime Analysis relies heavily on geographic information,

so a possible bridge would be GIS. There could be a credit degree easily created too, for example Kinesiology.

Considerations for physical space, qualifications for instructors. The classes would be offered in geography. Mary Bates and Micah Young have been involved in creating the agreement of GIS computers being used. There are qualified instructors available. Nathan did a survey with LAPD and there were 15 who would be interested in teaching in this program. There are also professional organizations where qualified instructors could be found. The mapping software is important for this program. ESRI, software program from University of Redlands, but it is used at Rio Hondo (Warren Roberts) and that college would be supporting Larry. There would be a practicum requirement with LAPD and DOD so no consideration for online offering. There is concern about ensuring the quality of the program.

Recommendation to offer in Credit and consider Associates degree.

Motion to Approve as Pilot Status Program, Chris Boltz, seconded by Lisa Hooper.

2. Program Review Instruction Forced Cost “V” Requests

Not discussed

3. PV Forms Updated to Adjust with Labor Market Information Request and Regional Approval

a. Form 1

The information on this form will be used for acquiring the labor market information (LMI) through the Center of Excellence (COE, www.coeccc.net).

b. Form 2

This form is used after labor market information (LMI) is obtained through the Center of Excellence (COE).

The process has been divided into two forms. The first is justification of the form and reduced to 13 questions and would be submitted to Harriet Happel for request for labor market information. The second form would have 20 questions and is used to complete the proposal process. Both forms have questions from the original form we have been using this year for program initiation/modification. There have been additional clarification on the need to have letters from business/clinical sites if physical space is limited on campus. The MOU for the clinical site would be completed after the curriculum has been approved by the accrediting body. The academic dean would be responsible for completion of the MOU.

C. Announcements

Program Viability Committee Meeting Dates for 2018-2019 Academic Year

- **May 16, 2019, 9:00 am – 10:00 am, Bonelli 330**

Meeting adjourned 10:20 am.

The Program Viability Committee is a standing committee of the Academic Senate. It is responsible for the evaluation of proposals to initiate, modify, or discontinue academic programs. The committee makes recommendations to the Academic Senate. Per the AP 4021, program initiation, modification and discontinuance proposals shall be submitted to the Academic Senate President *no later than the eighth week* of the fall semester.