Administration of Justice

2019
ANNUAL REPORT OF PROGRAM DATA

UNIVERSITY *of* HAWAI'I®
MAUI COLLEGE

1. Program Description

a) **Description:** The Administration of Justice program is one of three Public Service programs at the College. Program staff currently includes one full-time faculty and several part-time lecturers.

The AJ program is competency-based and stresses both theoretical and hands on practical application of classroom information. Upon completion of requisite coursework in AJ and Liberal Arts, students receive a Certificate of Achievement (CA) and/or an Associate in Applied Science (AAS) degree. AJ majors are eligible also to receive as many as six Certificates of Competence in Law Enforcement, Corrections, and Private Security. After successfully earning 12 credits at UHMC, Police Officers may receive up to 21 AJ credits for completing basic police training as required by government law enforcement agencies.

b) **Mission:** The Administration of Justice (AJ) Program is a learner centered program that prepares students for work in the criminal justice system. While the focus of the program is to develop the pre-service needs of those preparing for careers in law enforcement, corrections, and private security, the program serves as a resource for providing various in-service educational and training needs of professionals currently employed in the community. The program strives to create a student focused educational environment that emphasizes high quality teaching and learning. Like the University of Hawai'i Maui College, this program serves a diverse student population, many of whom are first generation college students. We are responsive to the needs of both traditional and non-traditional students whose life experiences and commitment to learning enrich the overall educational environment.

The Administration of Justice program serves the following broad purposes:
  i) To provide general academic knowledge, concepts, and theory pertaining to the criminal justice system.
  ii) To meet the pre-service needs of those preparing for careers in law enforcement, corrections, private security or other fields related to administration of justice.
  iii) To meet various in service educational and training needs of professionals currently working in the administration of justice.

c) Date Program Website Last Reviewed/Updated. October 30, 2019
d) Date Program Page Reviewed/Updated in Catalog. AY2018/19

2. Analysis of the Program

Administration of Justice	2015-16	2016-17	2017-18	2018-19
Majors	45	40	48	52
Unduplicated Degrees and Certificates Awarded	13	20	17	9
Demand Health	Unhealthy	Cautionary	Healthy	Healthy
Efficiency Health	Healthy	Cautionary	Cautionary	Cautionary
Effectiveness Health	Healthy	Unhealthy	Cautionary	Cautionary

Source: 2019 Annual Reports of Program Data (APRD), Career Technical Education Programs:
https://uhcc.hawaii.edu/varpd/

Overall Program Health: Cautionary
Majors Included:AJ Program CIP: 43.0107

a) **Strengths and Weaknesses**

Quantitative Indicators
Demand: Healthy.
There is a 3:1 ratio for new and replacement County positions (27) to program graduates (9). The healthy demand for Administration of Justice graduates is especially evident in Statewide data which identifies 369 job vacancies compared to the 47 total graduates from the all three UHCC AJ programs.

Efficiency: Cautionary

One full-time faculty coordinates this program; whose primary duties include: instruction, student advising, curriculum development, program promotion and recruitment. The program also depends on part-time lecturers whose expertise keep the program instruction relevant and current with industry standards and advancements.

The 73.7% class fill rate is healthy; however, the Student/Faculty ratio of 52:1, brings the Efficiency Health Indicator down to Cautionary. While it would be unreasonable to attempt to reduce the current major count, it is also unlikely that an additional full-time faculty position will be added to the program.

Effectiveness: Cautionary.
The Effectiveness Health Indicator for this program remains Cautionary in spite of student persistence increasing from 63% to 76%.

A total of 9 unduplicated degrees and certificates were awarded in Spring 2019. This reduction from 17 in the previous year reflects negatively on the effectiveness of the program; however, it should be noted that small programs often see significant fluctuations in awards from year to year. Active promotion of student support services and proactive student advising is used to monitor student progress and encourage retention and persistence.

Perkins Core Indicators

The Administration of Justice Program failed to meet the goals for 1P1: Technical Skills Attainment and 4P1: Student Placement in the Perkins core indicators for the 2018-19 academic year. These indicators reflect student stopout rates for program majors who have a GPA greater than 2.0 or who have stopped program participation and either retained employment, enlisted into military service, or entered into an apprenticeship program. While all students are encouraged to complete their academic journey, a variety of social and economic factors impact a student's decision to stop program participation. It should be acknowledged that most opportunities in justice related fields do not require a college degree; therefore, students might opt to enter into the workforce prior to completing the program.

b) Currently, all Administration of Justice courses are presented in traditional lecture format. Course objectives place a heavy emphasis on active student participation, social interaction and hands-on learning; which is best achieved in a face-to-face educational setting. Students who prefer/require course offered in other modalities are also able to enroll in online, hybrid, skybridge courses offered through other community college campuses, or from University of Hawai'i campus Hilo's Political Science/AJ program, or West O'ahu's Public Administration program. Eligible credits earned can be applied toward fulfilling A.A.S degree requirements.

c) The AJ program regularly designates AJ101: Introduction to Administration of Justice as a First-Year Experience (FYE) course, which helps to guide first year students in understanding, navigating, and successfully achieving their academic goals.

3. Program Student Learning Outcomes

The Administration of Justice Program Learning Outcomes reflect its mission to be recognized by the community for preparing self-confident, competent graduates who are able to perform effectively in a changing environment.

a) **Program Student Learning Outcomes**

1. Demonstrate the use of critical observation skills and decision-making within the legal/ethical parameters of justice professions.
2. Assess and respond appropriately to situations containing potential conflicts, hazards and threatening situations.
3. Demonstrate the maintenance of physical and mental fitness, utilize stress management techniques and maintain a drug-free lifestyle.
4. Perform independently and inter-dependently to accomplish shared professional outcomes.
5. Demonstrate the ability to interact with the public and co-workers in ways that effectively support "justice for all."

b) Program Student Learning Outcome #5 was assessed in AJ 293V: AJ Internship for AY2018-19.

c) The assessment activity reviewed student performance evaluations submitted by internship site supervisors to the AJ Internship coordinator. In addition to evaluating overall student work performance, accountability, timeliness and appearance, these evaluations also assess each students professional internal and external interaction and communication. Eight students enrolled in the AJ internship for AY2018-19.

d) Upon completion of their 275 hours at the internship site, all students consistently demonstrated a satisfactory level of professional contact the met or exceeded the industry expectation for ethical and appropriate public and co-worker interaction.

e) This PLO addresses industry needs for employees to demonstrate an understanding of ethical responsibility and professional/collaborative conduct; however, it is vague and difficult to measure. In addressing the shortcomings of this PLO, the AJ Program Coordinator Council (PCC) has been working to better align Program Learning Outcomes across the system, with continued input from AJ Community Advisory Committee.

4. Action Plan

a) The AJ program is taking the following action for the 2019/20 Academic year:
   Program Learning Outcomes:
- PLO #4 is currently being assessed (Fall 2019).
- PLO #3 will be reviewed in preparation for assessment in Fall 2020.
- The Advisory Committee is scheduled to meet during the Spring 2020 semester with ongoing discussion with community partners to insure currency and relevance of the AJ program to Justice related fields.
   Other program actions/highlights:
- An articulation agreement with Political Science/AJ program at University of Hawai'i Hilo is being reviewed and will allow easier transfer of UHMC students to their program.
- An updated Memorandum of Understanding (MOU) with the Maui Police Department is currently being evaluated to assist/encourage active police officers to pursue higher education.
- Maui Police Department has moved to secure funding from the Maui County Council in order to resurrect the MPD cadet program and provide another internship opportunity for UHMC AJ majors.

b) The AJ program continues to support the mission of UHMC in helping students to develop knowledge and skills that emphasize community engagement, lifelong learning, Hawaiian culture and global understanding. In this pursuit, the AJ program will also continue to advise/monitor AJ majors to reduce the frequency of student stopout, thereby addressing shortcomings identified in Perkins Core Indicators.

5. Resource Implications

The only expenses incurred by the AJ program in the last year were personnel related costs for lecturers and the program coordinator. The Social Sciences Department supplements the program with additional materials, visual aids, and supplies.

Appendix: ARPD data

College: University of Hawai'i Maui College
Program: Administration of Justice
Status: Report Complete

Program Quantitative Indicators

Overall Program Health: Cautionary

❓ Workforce Alignment: Classification of Instructional Programs (CIP) -to- Standard Occupational Classification (SOC)

Administration of Justice	
CIP Code =	43.0107

➡

33-3011 - Bailiffs
33-3021 - Detectives and Criminal Investigators
33-9031 - Gaming Surveillance Officers and Gaming Investigators
33-3051 - Police and Sheriff's Patrol Officers
33-9021 - Private Detectives and Investigators

Print ARPD

	Demand Indicators	2016 - 17	2017 - 18	2018 - 19	Demand Health
1.	New & Replacement Positions (State)	367	363	369	
*2.	New & Replacement Positions (County Prorated)	25	25	27	
3.	Number of Majors	40	48	52	
3a.	Number of Majors Native Hawaiian	13	18	18	
3b.	Fall Full-Time	50%	57%	58%	
3c.	Fall Part-Time	50%	43%	42%	
3d.	Fall Part-Time who are Full-Time in System	2%	0%	2%	
3e.	Spring Full-Time	42%	57%	43%	Healthy
3f.	Spring Part-Time	58%	43%	57%	
3g.	Spring Part-Time who are Full-Time in System	0%	2%	10%	
4.	SSH Program Majors in Program Classes	318	388	420	
5.	SSH Non-Majors in Program Classes	180	138	243	
6.	SSH in All Program Classes	498	526	663	
7.	FTE Enrollment in Program Classes	17	18	22	
8.	Total Number of Classes Taught	10	9	10	

NOTE: New & Replacement jobs updated (View Methodology).

	Efficiency Indicators	2016 - 17	2017 - 18	2018 - 19	Efficiency Health
9.	Average Class Size	17	20	22	
*10.	Fill Rate	62.6%	62.9%	73.7%	
11.	FTE BOR Appointed Faculty	1	1	1	
*12.	Majors to FTE BOR Appointed Faculty	40	48	52	
13.	Majors to Analytic FTE Faculty	40	48	52	
13a.	Analytic FTE Faculty	1	1	1	Cautionary
14.	Overall Program Budget Allocation	$68,359	$84,452	$0	
14a.	General Funded Budget Allocation	$68,359	$84,452	$0	
14b.	Special/Federal Budget Allocation	$0	$0	$0	
14c.	Tuition and Fees	$0	$0	$0	
15.	Cost per SSH	$137	$0	$0	
16.	Number of Low-Enrolled (<10) Classes	0	1	0	

	Effectiveness Indicators	2016 - 17	2017 - 18	2018 - 19	Effectiveness Health
17.	Successful Completion (Equivalent C or Higher)	93%	89%	89%	
18.	Withdrawals (Grade = W)	2	5	2	
*19.	Persistence Fall to Spring	59%	63%	76%	
19a.	Persistence Fall to Fall	35%	61%	44%	
*20.	Unduplicated Degrees/Certificates Awarded	20	17	9	
20a.	Degrees Awarded	7	6	9	
20b.	Certificates of Achievement Awarded	5	5	6	Cautionary
20c.	Advanced Professional Certificates Awarded	0	0	0	
20d.	Other Certificates Awarded	28	11	3	
21.	External Licensing Exams Passed	0	0	0	
22.	Transfers to UH 4-yr	1	3	3	
22a.	Transfers with credential from program	1	2	2	
22b.	Transfers without credential from program	0	1	1	

	Distance Indicators	2016 - 17	2017 - 18	2018 - 19	
23.	Number of Distance Education Classes Taught	0	0	0	
24.	Enrollments Distance Education Classes	0	0	0	
25.	Fill Rate	0%	0%	0%	
26.	Successful Completion (Equivalent C or Higher)	0%	0%	0%	
27.	Withdrawals (Grade = W)	0	0	0	
28.	Persistence (Fall to Spring Not Limited to Distance Education)	0%	0%	0%	

	Perkins Indicators	Goal	Actual	Met	
29.	1P1 Technical Skills Attainment	93	84.62	Not Met	
30.	2P1 Completion	55	61.54	Met	
31.	3P1 Student Retention or Transfer	81.9	100	Met	
32.	4P1 Student Placement	66.25	57.14	Not Met	
33.	5P1 Nontraditional Participation	23.5	46.3	Met	
34.	5P2 Nontraditional Completion	23	29.41	Met	

	Performance Indicators	2016 - 17	2017 - 18	2018 - 19	
35.	Number of Degrees and Certificates	12	11	15	
36.	Number of Degrees and Certificates Native Hawaiian	5	3	3	
37.	Number of Degrees and Certificates STEM	Not STEM	Not STEM	Not STEM	
38.	Number of Pell Recipients[1]	2	6	7	
39.	Number of Transfers to UH 4-yr	1	3	3	

* Used in Rubric to determine Health Indicator

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Glossary/Rubric