



CJSS Department Strategic Plan

AY 2017

Institutional Strategic Master Plan (ISMP) Goals/Initiatives (2015-2020)

ISMP Goal #1: Retention and Completion

CJSS Department Goal: To promote student-centered activities to sustain retention and completion rates.

CJSS Department Objective(s):

- a. Update course guides
- b. Implement course and schedule development for 3 law enforcement academy
- c. Complete implementation of a “year- out” department course schedule and student advisement educational plan (SAEP)
- d. Implement student advisement form and automated sign-in sheet

ISMP Goal #2: Conducive Learning Environment

CJSS Department Goal: To ensure identified classrooms are equipped with appropriate educational equipment and needed supplies.

CJSS Department Objective(s):

- a. Survey classrooms and faculty for educational equipment and supply needs.
- b. Maintain internal procedures for the scheduling and use of firing range.

Form Approved: November 20, 2014

Revised:

ISMP Goal #3: Improvement and Accountability

CJSS Department Goal: To utilize existing data in support of department initiatives to streamline administrative processes for scheduling, student advisement and, curriculum development.

CJSS Department Objective(s):

- A. Recruit 2 additional full time faculty.
- B. Complete pilot of proposed Certifications: (a) Substance Abuse Prevention and Treatment and (b) Open Water Diver
- C. Complete AIER Assessment Cycle for Human Services – (Fall 2017)
- D. Submit New AIER Assessment Cycle for Criminal Justice and Social Science (Fall 2017)
- E. Conduct Criminal Justice and Human Services Advisory Meeting once per semester

ISMP Goal #4: Visibility and Engagement -

CJSS Department Goal: Participate in community outreach activities to promote student recruitment and enrollment.

CJSS Department Objective(s): Conduct department convocation and program awareness activities in the community.

Timeline

ISMP Goal #	Department Objective	Annual Program Budget Goal	Task	Task	Task
			Year 1 2015-16	Year 2 2016-2017	Year 3 2017-18
1	Update course guides.	Course curricula reviewed every 3-5 years for currency and relevance	75% of course guides will be identified for review and updated	Complete remaining courses guides to be updated	Maintain curriculum guide update
1	Improve course and schedule development	Review of assessment data	Create and pilot a standardized planning	Implement standard "3 month out"	Implement revised worksheet.

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Revised:

	for law enforcement academy.		worksheet to be used by all law enforcement academy's.	planning for each LE academy. Implement Summer CJ Academy;3 law enforcement academies and; first regional Marine Terrestrial Conservation Enforcement Academy	
1	Pilot a year- out department class schedule and student advisement educational plan.	Improve student advisement	Create a year-out class schedule. Create a CJSS Student Advisement Educational Plan. (SAEP)	Complete Pilot Schedule Propose Pilot Schedule for approval for AY 2017-18 Implement CJSS Student Advise Education Plan Implement automated sign-in sheet	Implement Implement
2	Survey classrooms and faculty for educational equipment and supply needs.	Review of assessment data	Ensure all classrooms are provided necessary 3M projectors Faculty have necessary classroom supplies (markers, laptops, accessories, etc.)	Ensure all classrooms are provided necessary 3M projectors Faculty have necessary classroom supplies (markers, laptops, accessories, etc.)	All CJSS classrooms have functioning projectors; Faculty have necessary classroom supplies (markers, laptops, accessories, etc.)

Approved: **November 20, 2014**

Revised:

2	Implement internal procedure and college fee schedule on use of firing range	Faculty will have necessary resources to meet student learning outcomes	Establish internal policy and procedure. Write up fee schedule and new lab fees Defend fee proposal at Board Meeting, if needed.	Implement internal policy in the scheduling and use of firing range. Post monthly firing range schedule on MyGCC Renew Range Master ID Badge Fee schedule “on hold”.	Maintain Schedule and update procedures
3	Recruit 3 additional full-time faculty	Provide courses and sections necessary to complete student educational plan	Recruit 2 full time faculty for CJ	Submit Faculty Growth Plan. All plans “on hold” due college not receiving allotments from Fund 1.	Assess faculty – adjunct ratio and need for new course sections
3	Complete pilot of proposed Certifications: (a) Substance Abuse Prevention and Treatment and (b) Open Water Diver			Complete course guides and implement pilot courses NOTE: Completed Limited License Legal Technician Program Concept Paper. Program write up “on hold”.	Assess viability of pilot courses and determine next course of action: Program Adoption or Archive
	Complete AIER Assessment Cycle for Human Services – (Fall 2017)			Complete HM Assessment Cycle Complete 75% of Course Guides	Begin HM Program Review Submit Approved CJ

Approved: November 20, 2014

Revised:

					and SS Course Guides for new Assessment Cycle
4	Conduct student convocation and recruitment	Improved student advisement	Conduct student convocation each Fall Participate in community outreaches, media interviews and other activities to promote recruitment activities	Conduct student convocation each Fall Participate in community outreaches, media interviews and other activities to promote recruitment activities	Conduct student convocation each Fall Participate in community outreaches, media interviews and other activities to promote recruitment activities

Approved: *November 20, 2014*

Revised: