



Criminal Justice

Program Expansion

State Submission

Mark Wilson, President
January 2014



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WESTERN DAKOTA TECHNICAL INSTITUTE (WDT)

Criminal Justice AAS Program

Program Expansion Proposal

EXECUTIVE SUMMARY

Western Dakota Technical Institute requests approval to expand its Law Enforcement program to include an option for an Associate of Applied Science degree in Criminal Justice. This program option would prepare students for a wide variety of growing careers in the Criminal Justice field. WDT would continue to offer its Associate of Applied Science Degree in Law Enforcement Technology to provide students with multiple options.

WDT requests permission to begin offering the four-semester, two-year program in Fall 2014.

Labor market information for the state indicates that the demand for workers in criminal justice career fields is strong now and in the future. Through 2020, the number of workers in the following fields will grow by the specified percentage in South Dakota:

Occupation	Percentage Growth
Probation Officers and Correctional Treatment Specialists	15.7
Correctional Officers and Jailers	1.9
Police and Sheriff's Patrol Officers	6.4
Private Detectives and Investigators	15.6
Gaming Surveillance Officers and Gaming Investigators	4.8
Security Guards	7.5
Transportation Security Screeners	21.4
Forensic Science Technicians	20

While a worker with an abundance of formal technical training in one of those fields would make them a valuable employee to specific agencies, a graduate with a broad education in criminal justice will be prepared for multiple openings in a variety of agencies and organizations.

IDENTIFICATION AND DESCRIPTION OF THE PROGRAM

As the population grows, so does the need for trained workers in a variety of criminal justice fields. This program will graduate skilled technicians who are able to bring value to those employers in multiple ways because they will have a broad understanding of the criminal justice system and will be skilled enough to fill a variety of roles. That brings value to the graduate and the hiring agency.

This program has been designed to be broad in nature and to include coursework in a wide variety of criminal justice fields. Students will complete classes in criminal justice, corrections, juvenile justice, criminal law, criminal investigation, ethics in criminal justice, forensics and crime scene investigation, probation and parole, security, terrorism and counter-terrorism, border security, and more.

Graduates of the program will be able to accomplish the typical duties of criminal justice professionals in many fields, including:

- Certified law enforcement officer
- Corrections officer
- Border patrol agent
- Probation officer
- Parole officer
- Private investigator
- Gaming officer or investigator
- Security guard
- Child protective services officer
- Transportation security screener
- Emergency services dispatcher
- Other related occupations

OBJECTIVES AND PURPOSE OF THE PROGRAM

The primary objective of the Criminal Justice program is to prepare students with the necessary skills to be successful in a variety of criminal justice career fields. The program will articulate appropriate high school credits whenever possible, and there could be dual enrollment possibilities for high school students.

The Criminal Justice graduate will be able to:

- Demonstrate knowledge of the criminal justice system and its components
- Identify criminological theories and their application to contemporary public policy
- Communicate effectively both orally and in writing
- Display the ability to identify, locate, manage and use legal, technological, and other professional resource materials in the criminal justice field
- Exhibit the knowledge and skill required to be an informed citizen in the global community
- Analyze ethical and professional responsibilities of criminal justice personnel
- Examine the interaction between police organizations, the courts, corrections, and the community in the administration of justice
- Demonstrate critical thinking, skeptical inquiry, and the scientific approach to problem solving
- Understand the complexity of sociocultural and international diversity within criminal justice and criminology

METHODS OF ATTAINING THE OBJECTIVES OF THE PROGRAM

WDT will provide students with instruction in classroom and lab settings on the WDT campus. The classroom and lab instruction will be augmented with guest speakers and other experiences that will prepare students for the workforce.

As with all WDT programs, a variety of services and support will be available to Criminal Justice students. This includes expanded tutoring and office hours provided by full-time program faculty and at WDT's Academic Success Center. Access to current technical reference materials and resources is available via WDT library services.

The Criminal Justice program will work closely with an industry advisory committee composed of representatives who are from criminal justice agencies and others in the field. The advisory committee will approve the curriculum, discuss and recommend equipment purchases, and assist in forming partnerships to help WDT with innovative curriculum, internships, and presentations.

As indicated in the letters of support that accompany this proposal, industry is supportive of this program proposal. Future employers of program graduates have stated this program is necessary because they want employees who have skills in multiple technical areas. This program will meet that need. In addition, the program's general education courses will provide students with the math, English, and communication skills employers are seeking.

POPULATION SERVED BY THE PROGRAM

The Criminal Justice program will be available to all interested individuals who successfully meet the WDT admissions criteria established for the program. The program will be open to full-time and part-time students. All applicants must be high school graduates and take an admissions test to establish reading, writing, and math abilities. No restriction will be made regarding race, creed, gender or age. The program will draw students primarily from South Dakota. The opportunities for employment in the field will be primarily in western South Dakota.

The program also will appeal to people already in the workforce who have experience in criminal justice and are seeking additional training so they can increase their skill level and become prepared for additional job opportunities in these growing career fields.

PROJECTED THREE-YEAR BUDGET

This program will be staffed by a full-time instructor. Adjunct instructors with industry experience may be used to teach some courses. The projected budget is as follows:

Expenses	Year One	Year Two	Year Three
Instructors	\$67,000	\$70,350	\$73,867
Equipment	\$15,000	\$15,000	\$15,000
Supplies	\$10,000	\$10,000	\$10,000

PROGRAM COMPETENCIES AND ENTRY AND EXIT POINTS

Entry point: Fall Semester

Exit point: After completion of all coursework

Job titles: See Appendix A

STATEMENT OF NON-DUPLICATION

Western Dakota Tech is proposing this program to meet regional industry needs for graduates prepared for a wide variety of criminal justice career fields. There are no other Criminal Justice Associate of Applied Science degrees in South Dakota.

CURRICULUM DESIGN

See Appendix B for Curriculum Sequence.

WAGE FACTOR

See Appendix A

SUGGESTED CIP CODE

43.0104 Criminal Justice/Safety Studies. A program that focuses on the criminal justice system, its organizational components and processes, and its legal and public policy contexts. Includes instruction in criminal law and policy, police and correctional systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues.

APPENDIX

- A. Wage factor and job titles
- B. Curriculum Outline
- C. Letters of Support

APPENDIX A

South Dakota Employment Projections 2010-2020 and Wage Data for Related Occupations

SOC* Code	Occupational Title	2010 Workers	2020 Workers	Numeric Change	Percent Change	Average Annual Demand for Workers
21-1092	Probation Officers and Correctional Treatment Specialists	350	405	55	15.7%	13
33-3012	Correctional Officers and Jailers	1,345	1,370	25	1.9%	26
33-3051	Police and Sheriff's Patrol Officers	1,645	1,750	105	6.4%	59
33-9021	Private Detectives and Investigators	160	185	25	15.6%	6
33-9031	Gaming Surveillance Officers and Gaming Investigators	105	110	5	4.8%	2
33-9032	Security Guards	1,140	1,225	85	7.5%	26
33-9093	Transportation Security Screeners (Federal Only)	70	85	15	21.4%	3
19-4092	Forensic Science Technicians	25	30	5	20.0%	2

South Dakota Wage Estimates for SD, Rapid City, and West					Percentile				
AREA	SOC CODE	Occupation	Workers	Avg. Wage	10 th	25 th	50 th	75 th	90 th
Statewide	21-1092	Probation Officers and Correctional Treatment Specialists	390	\$18.60	\$14.73	\$16.22	\$17.95	\$20.88	\$21.94
Rapid City MSA	21-1092	Probation Officers and Correctional Treatment Specialists	N/A	N/A	N/A	N/A	N/A	N/A	N/A
West	21-1092	Probation Officers and Correctional Treatment Specialists	120	\$16.87	\$13.62	\$14.79	\$16.15	\$18.24	\$21.35
Statewide	33-3012	Correctional Officers and Jailers	1,320	\$16.32	\$12.49	\$13.78	\$15.33	\$18.37	\$21.94
Rapid City MSA	33-3012	Correctional Officers and Jailers	200	\$19.66	\$14.10	\$16.53	\$19.86	\$22.24	\$25.61
West	33-3012	Correctional Officers and Jailers	190	\$14.19	\$12.02	\$12.76	\$13.98	\$15.46	\$17.61
Statewide	33-3051	Police and Sheriff's Patrol Officers	1,660	\$20.02	\$13.89	\$16.33	\$18.75	\$22.77	\$28.67
Rapid City MSA	33-3051	Police and Sheriff's Patrol Officers	N/A	N/A	N/A	N/A	N/A	N/A	N/A
West	33-3051	Police and Sheriff's Patrol Officers	330	\$16.76	\$12.88	\$14.71	\$16.73	\$18.59	\$21.32
Statewide	33-9021	Private Detectives and Investigators	160	\$16.46	\$10.39	\$11.58	\$13.60	\$18.07	\$28.97
Rapid City MSA	33-9021	Private Detectives and Investigators	N/A	N/A	N/A	N/A	N/A	N/A	N/A
West	33-9021	Private Detectives and Investigators	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Statewide	33-9031	Gaming Surveillance Officers and Gaming Investigators	100	\$13.09	\$9.92	\$11.06	\$12.87	\$14.62	\$17.48
Rapid City MSA	33-9031	Gaming Surveillance Officers and Gaming Investigators	N/A	N/A	N/A	N/A	N/A	N/A	N/A
West	33-9031	Gaming Surveillance Officers and Gaming Investigators	70	\$12.84	\$9.65	\$10.77	\$12.57	\$14.28	\$17.56
Statewide	33-9032	Security Guards	1,140	\$13.48	\$9.08	\$10.38	\$12.26	\$15.42	\$21.28
Rapid City MSA	33-9032	Security Guards	180	\$12.27	\$9.69	\$10.42	\$11.64	\$14.10	\$16.30
West	33-9032	Security Guards	190	\$11.45	\$8.58	\$9.90	\$11.16	\$13.04	\$14.79
Statewide	33-9093	Transportation Security Screeners (Federal Only)	70	\$17.07	\$14.22	\$14.23	\$16.64	\$18.83	\$20.19
Rapid City MSA	33-9093	Transportation Security Screeners (Federal Only)	50	\$16.98	\$14.22	\$14.23	\$16.48	\$18.75	\$22.10
West	33-9093	Transportation Security Screeners (Federal Only)	N/A	N/A	N/A	N/A	N/A	N/A	N/A

United States Employment Projections 2010-2020 and Wage Data for Related Occupations

SOC	Occupational Title	2010 Base Number of Jobs	2020 Projected Number of Jobs	Percent Change	Average Annual Demand
21-1092	Probation Officers and Correctional Treatment Specialists	93,200	110,400	18	3,730
33-3012	Correctional Officers and Jailers	475,300	499,800	5	10,810
33-3051	Police and Sheriff's Patrol Officers	663,900	718,500	8	24,940
33-9021	Private Detectives and Investigators	34,700	41,900	21	1,490
33-9031	Gaming Surveillance Officers and Gaming Investigators	6,800	7,400	9	170
33-9032	Security Guards	1,035,700	1,230,700	19	19,500
33-9093	Transportation Security Screeners (Federal Only)	48,100	52,700	10	1,004
19-4092	Forensic Science Technicians	6,800	7,400	9.1	790

Wage Estimates for United States				Percentile				
SOC CODE	Occupation	2012 Workers	Avg. Wage	10th	25th	50th	75th	90th
21-1092	Probation Officers and Correctional Treatment Specialists	86,780	\$25.18	\$15.19	\$17.98	\$23.17	\$30.74	\$40.10
33-3012	Correctional Officers and Jailers	434,870	\$20.94	\$12.98	\$15.25	\$18.77	\$25.72	\$33.47
33-3051	Police and Sheriff's Patrol Officers	632,000	\$27.78	\$15.55	\$19.94	\$26.57	\$34.85	\$42.94
33-9021	Private Detectives and Investigators	23,390	\$24.42	\$13.31	\$16.84	\$21.99	\$30.16	\$38.36
33-9031	Gaming Surveillance Officers and Gaming Investigators	9,150	\$15.40	\$10.09	\$11.85	\$14.23	\$18.14	\$22.39
33-9032	Security Guards	1,046,420	\$13.10	\$8.36	\$9.46	\$11.52	\$15.20	\$20.43
33-9093	Transportation Security Screeners (Federal Only)	47,200	\$17.85	\$14.30	\$15.85	\$17.71	\$19.22	\$21.47

APPENDIX B

First Semester		Credits
LET210	Introduction to Criminal Justice	3
LET119	Criminal Law & Procedures	3
CJUS175	Probation and Parole	3
LET240	Constitutional Law for Law Enforcement	3
EMR106	Emergency Medical Responder	3
CIS105	Microcomputer Software Applications	3
	TOTAL CREDITS	18
Second Semester		Credits
LET121	Criminal Investigations	3
LET124	Juvenile Methods	3
CJUS165	Forensics and Crime Scene Investigation	3
CJUS185	Essentials of Security	3
SOC100	Introduction to Sociology	3
MATH100	Elementary Algebra	3
	TOTAL CREDITS	18
Third Semester		Credits
CJUS155	Ethics in Criminal Justice	3
CJUS210	Law Enforcement Operations and Procedures	3
CJUS215	Terrorism and Counter-Terrorism	3
PSYC101	General Psychology	3
ENGL201	Technical Writing	3
	TOTAL CREDITS	15
Fourth Semester		Credits
CJUS225	Transportation and Border Security	3
LET229	Corrections	3
CJUS235	Agency Organization and Management	3
CJUS245	Criminology	3
CJUS255	Court Systems and Practices	3
CJUS299	Criminal Justice Internship	3
	TOTAL CREDITS	15

APPENDIX C



SOUTH DAKOTA
DEPARTMENT
OF PUBLIC SAFETY

prevention → protection → enforcement

SOUTH DAKOTA HIGHWAY PATROL

DIVISION HEADQUARTERS

118 West Capitol Avenue · Pierre, South Dakota 57501

Telephone: 605-773-3105 Fax: 605-773-6046

Web: dps.sd.gov/enforcement/highway_patrol/

January 8, 2014

Mark Wilson, President
Western Dakota Tech
800 Mickelson Drive
Rapid City, SD 57703

Re: Western Dakota Tech Criminal Justice Program

Mr. Wilson:

I am writing today in support of the plan to expand the Criminal Justice Program at WDT. The Highway Patrol currently holds a position on the Law Enforcement Advisory Board and assists with instruction for some of the law enforcement the classes. We are very familiar with the current program.

Law enforcement agencies are finding it increasingly difficult to recruit and hire qualified applicants. Therefore, we feel that expanding the Criminal Justice Program will result in an expanded applicant pool and widen the choices of the work force in South Dakota.

The Highway Patrol has hired many qualified applicants Western Dakota Tech's program. We feel expanding the program will lead to improved qualifications in the future.

We are proud to be associated with WDT's program and are proud of the troopers that came from that program. We look forward to continuing our positive relationship in the future.

Regards,

A handwritten signature in blue ink, appearing to read 'Craig Price'.

Colonel Craig Price
SDHP Superintendent





RAPID CITY POLICE DEPARTMENT

Steve Allender, Chief of Police

December 3, 2013

Mr. Mark Wilson, President
Western Dakota Tech
800 Mickelson Drive
Rapid City, SD 57703

RE: Criminal Justice Program

Dear Mr. Wilson,

This letter is in support of your plan for a new Criminal Justice Program offering an Associate of Applied Science degree.

As you are aware, the Rapid City Police Department has a long-standing relationship with WDT. We have served on the Advisory Board and several of our past and present officers have provided instruction for your law enforcement program.

As an accredited agency we always strive to hire the very best applicant. Our desire is to hire those who have or are continuing their education; those who have an attachment to the area and who have a dedication to serving the community. Over the years we have been privileged to hire WDT law enforcement students into the ranks of the RCPD.

The expansion of this program will benefit all areas of law enforcement in preparing and providing more applicants in a variety of associated criminal justice fields. All agencies and students will benefit from the expansion of an already excellent program.

An Associate's Degree or the equivalent hours is our preferred entry level education for law enforcement officers. In order for officers to be promoted they must have an Associate's Degree. Expanding the Criminal Justice program and adding an Associate's Degree is moving the program in a direction that is more in line with agencies that are associated with the Commission on Accredited Law Enforcement Agencies (CALEA).

We look forward to our continued association with WDT and fully support the expansion of this program.

Regards,

A handwritten signature in blue ink, appearing to read "Steve Allender".

Steve Allender
Chief of Police



Pennington County Sheriff's Office

Kevin Thom
Sheriff

300 Kansas City Street, Suite 100
Rapid City, SD 57701-2889
Ph. 605-394-6113
Fax 605-394-6854

December 9, 2013

Mr. Mark Wilson, President
Western Dakota Tech
800 Mickelson Drive
Rapid City, SD 57703

RE: WDT Criminal Justice Program

Dear Mr. Wilson:

A recent discussion with your Dean of Accreditation and Advancement, Stephen Buchholz, brought the proposed Criminal Justice program at WDTI to my attention. As a current employer of eight (8) graduates from WDTI, five Correctional Officers as well as three Deputies, a Criminal Justice program can only enhance the chances of your graduates to realize their careers in law enforcement here in South Dakota as well as in other states.

While a degree in Criminal Justice is not necessary for employment with the Pennington County Sheriff's Office, it certainly improves a candidate's knowledge while interviewing and during field training; giving them an advantage over other candidates. We have many applicants applying for posted openings who are graduates with a criminal justice degree from institutions out of the area or out of state. It seems prudent that WDTI is planning to offer this program to their students.

The program courses encompass many fields within the criminal justice system, thus enabling a graduate to understand the many components used by the criminal justice system on a daily basis. Prior knowledge of these components reduces the learning curve as employees, which is a great benefit to law enforcement agencies during training.

Therefore, I wholeheartedly support WDTI's proposal to add this curriculum and program to the outstanding curriculum they currently provide.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Thom".

Kevin Thom
Sheriff

KT:kb

