

**Fast Track Request to Offer
College Elective Credit for
Completion of a Non-credit Certificate
In the
Peace Officer Standards and Training (POST)**

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SECTION I: The Request

Dixie State College of Utah proposes to grant elective Criminal Justice credit for students completing POST requirements in the Special Function Officer training course and/or the Law Enforcement Officer training course. DSC proposes to grant six Criminal Justice elective credits for officers successfully completing the Special Function Officer training and 13 Criminal Justice elective credits for officers successfully completing the Law Enforcement Officer training.

SECTION II: Program Description

Complete Program Description:

The DSC POST Academy offers two programs: the Special Function Officer program and the Law Enforcement Officer program. Both programs have enrollments of about 20 students. The curricula for the two programs are provided by the state POST Council who monitors the courses for quality control. The course subject matter and instructional hours of the two programs are provided in Appendix A.

Purpose of Degree:

The primary purpose of this request is to assist prospective Criminal Justice majors in obtaining credit for training received through POST and to allow those students to apply for and receive financial aid for their POST instruction.

Institutional Readiness:

The POST Academy at DSC offers at least one Special Function Officer course and one Law Enforcement Officer course each year. DSC also has approval to award a Criminal Justice Associate Degree and a Criminal Justice emphasis in the DSC Integrated Studies Baccalaureate Degree (awarded April 1, 2010). The ability of POST students to earn academic credit hours will provide additional enrollments in the Criminal Justice program, and the students in the Criminal Justice programs who currently take or wish to take POST courses would greatly benefit from this proposal.

Faculty:

DSC supplies one half-time director/faculty member who schedules the POST Academy courses and arranges for instructors that teach POST approved curriculum and are paid for by POST funding. As a result the faculty student FTE ratios look very large but really reflect more accurately his administrative role ratio.

Staff:

This request will primarily impact staff in the Financial Aid and Registrar's offices. However, the anticipated number of students who will seek services from the Financial Aid and Registrar's offices is sufficiently small that no additional staff will be required to handle increased demand.

Library and Information Resources:

Since the courses involved are provided by the DSC POST Academy and have been offered for several years, the DSC library has sufficient library resources for any demands being placed on it by students in this program.

Admission Requirements:

Students applying to receive credit from either the Special Function Officer course or the Law Enforcement Officer training course must be registered at DSC and be an Integrated Studies major with a Criminal Justice emphasis, or be working on an Associate Degree in Criminal Justice at DSC.

Student Advisement:

The DSC Criminal Justice program currently has a part time Lecturer/Advisor who provides counseling to all students majoring Criminal Justice. Additionally, the present advisement staff at DSC is sufficiently large that it can accommodate any students needing counseling relative to these credits; therefore, approving this proposal will not negatively impact advisement capabilities in this area at DSC.

Justification for Number of Credits:

In the 2008/2009 school year, the Special Function Officer program required 200 hours of instruction time and the Law Enforcement Officer program required 396 hours. Although most of the instruction is lecture based, the proposed ratio for credit is 30 hours of instruction for 1 credit hour awarded. Credit awards for both the Special Function Officer and Law Enforcement Officer are well within the credit guidelines at 6 and 13 credit hours respectively. (See appendix A for Special Function Officer and Law Enforcement Officer courses subject matter and instructional hours.)

External Review and Accreditation

Review and accreditation for POST course work is provided by the Utah POST Council.

Projected Enrollment:

Current enrollment for this program varies by course and year but general estimates are that future courses will have about 20 students in each of the two courses offered each year. DSC anticipates that approving this proposal and thereby making financial aid available to students taking POST courses will begin increasing class sizes and eventually increase the number of courses offered.

Year	Student FTE	# of Faculty	Mean FTE-to-Faculty Ratio	Accreditation Req'd Ratio
1	40	0.5	1/80	None
2	40	0.5	1/80	None
3	40	0.5	1/80	None
4	40	0.5	1/80	None
5	40	0.5	1/80	None

SECTION III: Need

Program Need:

One of the primary restrictions on enrollment in the DSC POST Academy is the need for a POST candidate to obtain financial support to attend the courses. At present, federal assistance for POST courses is unavailable to prospective students. This proposal provides a way for those students to obtain the financial assistance to attend the course. Both SLCC and UVU POST Academy enrollments increased substantially once federal financial aid was made available to them through a similar means of granting of credit. DSC anticipates that course enrollments at POST will increase substantially and potentially the POST Academy will be able to increase the number of times each course is offered each year as reflected in the chart above.

Market Demand:

As Utah's population grows, Utah's law enforcement workforce will grow with it. Despite the current economic downturn, there will still be a growth in jobs for the long term. For the decade 2006-2016, the average annual rate of growth in the protective service field is 1,100 new jobs annually (Utah Job Outlook, April 2009 page 14). State economic problems notwithstanding, in 2008 Protective Service Occupations numbered 20,640 and in 2010 it is projected to grow to 21,020, a 0.9% increase (Short-term Utah Job projections, Utah Department of Workforce Services June 2009).

Student Demand:

Current demand for the POST Academy is running close to 20 students per course. However, DSC anticipates that those numbers will rise when federal financial aid becomes available with projections identified in the chart above. Independent but related to that is the student demand for Criminal Justice at DSC. During Fall 2009, 25 students registered at DSC claiming Criminal Justice as their major, even though DSC did not offer its own four-year degree. With the approval of the Criminal Justice emphasis in the Integrated Studies Degree, DSC expects that number to rise dramatically. Additionally, Club Justice, the DSC Criminal Justice student club, sponsors 151 students claiming connection/interest to criminal justice.

Similar Programs and Collaboration with and Impact on Other USHE Institutions:

The DSC proposal mirrors similar credit awards at both Utah Valley University and Salt Lake Community College. During the preparation of this proposal, DSC collaborated with both institutions, particularly UVU's Criminal Justice program. UVU provides 7 credit hours for the Special Function Officer training and 11 credit hours for the Law Enforcement Officer training. SLCC awards 12 hours for the Special Function Officer training and 12 credit hours for the Law Enforcement Officer training.

Benefits to DSC and to the USHE:

The primary benefit of this proposal to DSC and the USHE is in providing opportunity for additional citizens of Washington County and the state of Utah to attend POST courses and move forward towards a Baccalaureate degree at DSC.

Consistency with Institutional Mission:

In that the proposal expands higher education possibilities to citizens in the DSC service area and assists in meeting the educational needs of law enforcement agencies in Southern Utah, it is consistent with the DSC Institutional Mission.

Granting financial aid to POST candidates should not negatively affect other instructional programs at DSC. Most students taking POST training are not interested in pursuing a degree outside the Criminal Justice area. Granting this credit should not affect existing facilities in any substantial way nor will it require additional equipment or supplies. The major impact outside the Criminal Justice program would come from some additional administrative work in the Registrar's and the Financial Aid's offices in processing requests and awarding financial aid.

SECTION IV: Student and Program Assessment

Student Assessment:

Student assessment will be provided according to approved POST regulations and guidelines.

Program Assessment:

Program assessment will be provided according to approved POST regulations and guidelines.

Expected Standards of Performance:

Standards of performance will be met and will be in compliance with approved POST regulations and guidelines.

SECTION V: Finance

Students enrolling in the Special Function Officer and/or Law Enforcement Officer training will not be required to pay tuition but are required to pay for the POST training fee of \$1,550 for the Special Function Officer training and/or \$3,400 for the Law Enforcement Officer training.

Budget: There are no anticipated budget demands attendant to this proposal. Certainly processing student financial aids requests and registration proposals will increase the workload for some employees at DSC but not substantially enough to influence budget. This is a self-support program.

	Year 1	Year 2	Year 3	Year 4	Year 5
Students					
Projected FTE Enrollment	2.67	2.67	2.67	2.67	2.67
Cost Per FTE	0	0	0	0	0
Student/Faculty Ratio	1:80	1/80	1/80	1/80	1/80
Projected Headcount	40	40	40	40	40
Projected Tuition					
Gross Tuition	0	0	0	0	0
Tuition to Program	\$198,000	\$198,000	\$198,000	\$198,000	\$198,000
5 Year Budget Projection					
	Year 1	Year 2	Year 3	Year 4	Year 5
Expense					
Salaries & Wages	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Benefits	0	0	0	0	0
Total Personnel	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Current Expense	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Travel	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Capital	0	0	0	0	0
Library Expense	0	0	0	0	0
Total Expense	\$81,500	\$81,500	\$81,500	\$81,500	\$81,500
Revenue					
Legislative Appropriation*	0	0	0	0	0
Grants	0	0	0	0	0
Reallocation	0	0	0	0	0

	Year 1	Year 2	Year 3	Year 4	Year 5
Tuition to Program	\$81,500	\$81,500	\$81,500	\$81,500	\$81,500
Total Revenue	\$81,500	\$81,500	\$81,500	\$81,500	\$81,500
Difference					
Revenue-Expense	\$0 -	\$0 -	\$0 -	\$0 -	\$0 -
Comments					

*existing dollars. This is not new legislation.

Funding Sources:

The proposal to grant credit for POST courses does not suppose additional expenses to DSC.

Reallocation:

This proposal does not require any reallocation action.

Impact on Existing Budgets:

This proposal will not affect the budgets of any other programs on campus.

Appendix A

Course of Instruction 2008-2009

Special Function Officer

Course ID	Name Of Class	Hours
FND.1010	Ethics-Leadership & Officer Discretion	2
FND.1011	Ethics-Professionalism, Decertification	2
FND.1012	Ethics-Unlawful Harassment, Cultural Competency	2
FND.1013	Ethics-Ethical & Moral Standards, Gratuities	2
FND.1014	Ethics-Professional Communications & Appearance	2
FND.1015	Ethics-Reporting Officer Misconduct, Code of Ethics	2
FND.1020	Introduction to U.S. and State Constitutions	2
FND.1030	Introduction to Criminal Justice System	2
FND.1040	Introduction to Utah Criminal Code	2
FND.1050	Introduction to Utah Court Systems	2
FND.1060	Introduction to Defensive Tactics	4
CORE.1010	Report Writing	4
CORE.1020	Radio Communications	2
CORE.1030	Media Relations	1
CORE.1040	BCI/AFIS	1
CORE.1050	Hazardous Materials Response	2
CORE.1060	Emergency Medical Response	2
CORE.1070	First Aid/CPR	7
CORE.1080	Healthy Lifestyles-Physical Fitness	3

CORE.1081	Healthy Lifestyles-Stress Management	2
LAW.1010	Laws of Arrest	4
LAW.1020	Laws of Search and Seizure	6
LAW.1030	Laws of Evidence	4
LAW.1040	Laws of Reasonable Force	2
LAW.1050	Liability of Peace Officers	2
LAW.1060	Crimes Against Persons I	4
LAW.1061	Crimes Against Persons II	2
LAW.1070	Crimes Against Property I	3
LAW.1071	Crimes Against Property II	4
LAW.1080	Crimes Against Family	1
LAW.1090	Crimes Against Administration of Government	1
LAW.1100	Crimes Against Public Order and Decency	2
LAW.1110	Controlled Substance Law	2
LAW.1120	Alcohol Law	2
LAW.1130	Juvenile Law	4
DT.1010	Approaching Subjects Position of Interview	1
DT.1020	Prone Searching and Cuffing	3
DT.1030	Standing Search, Cuffing, Take Downs	4
DT.1040	Low Profile Search, Cuffing, Take Downs	3
DT.1050	Weaponless Defense Techniques - Part 1	4
DT.1060	Escort and Transport Position	1
DT.1070	Sudden and In-Custody Deaths	2
PTRL.1010	Gang Awareness	2
PTRL.1160	Reality Based Application Scenario's	8
PTRL.1020	Conflict Resolution	12
INV.1010	Basic Interview and Interrogation	4

INV.1020	Preliminary Investigations	4
INV.1030	Crime Scene Protection and Search	6
INV.1040	Collection and Preservation of Evidence	6
INV.1050	Victimology	4
INTX.1010	Basic Drug Recognition and Familiarization	2
	TOTAL HOURS	157

SUMMARY

Category	Hours
Course Work	157
Physical Training	16
Administration	4
Quiz and Review	8
Certification Testing	4
Physical Testing	3
Practical Testing	4
Instructor Concept Review	4
	200

**LAW ENFORCEMENT OFFICER
COURSE OF INSTRUCTION 2008 - 2009**

Course ID	Name Of Class	Hours
FND.1070*	Introduction to Emergency Vehicle Operations*	6
FND.1080	Introduction to Firearms Handling	4
FND.1090	Introduction to Scenario Training	2
CORE.1011	Report Writing II	4
CORE.1090	Court Demeanor and Testifying	4
LAW.1140	Civil Disputes	2
LAW.1150	Traffic Law	7
LAW.1160	Driver License Law & Hearings	2
DT.1051	Weaponless Defense Techniques-Part II	16
DT.1080	Kneeling Search/Cuffing/Take Downs	2
DT.1090	Weapon Protection and Retention	4
DT.1100	Ground Tactics	4
FORC.1010	Impact Weapon	6
PTRL.1030	Patrol Concepts	2
PTRL.1040	Critical Incident Response	8
PTRL.1050	Mental Conditioning For Combat	4
PTRL.1060	Pedestrian/Vehicle Stop & Approach	4
PTRL.1070	Vehicle Searches	4
PTRL.1080	Building Searches	12
PTRL.1090	Crimes In Progress	2
PTRL.1100	Hostage / Barricaded Subjects	2

PTRL.1110	Off Duty Response	2
PTRL.1120	Introduction to K-9	4
PTRL.1130	Basic Bomb Recognition	2
PTRL.1140	Introduction to Incident Command System	3
PTRL.1150	National Incident Management System	3
PTRL.1165	Reality Based Application Scenario's	32
PTRL.2010	Radar / Lidar Certification	12
INV.1060	Sex Crimes Investigation	8
INV.1070	Dead Body Investigations	4
INV.1080	Follow-Up Investigations	2
INV.1090	Child Abuse and Neglect	2
INV.1100	Traffic Accident Investigation	16
INV.1110	Domestic Violence / Cohabitant Abuse Procedures	4
INV.1120	Identify Theft-Fraudulent Documents	4
INTX.1020	Recognizing and Handling Drugs and Narcotics	6
INTX.2010	Intoxilyzer Operation and Certification	8
INTX.2020	DUI & Standardized Field Sobriety Testing	16
FA.1010	Handguns Handling & Safe Operation	4
FA.1020	Firearms Range / Day Shooting	32
FA.1030	Firearms Range / Night shooting	16
EVO.1010*	Emergency Vehicle Operation Practical / Simulator*	40
	TOTAL	321
	*EVO is NOT required at the Satellite Academies.	
	Upon being hired or if you are sponsored you need to	
	attend EVO at POST.	

SUMMARY

	Category	Hours
	Course Work	321
	Physical Training	18
	Administration & Graduation	13
	Weekly Testing & Review	8
	Certification Testing	7
	Physical Testing	3
	Practical Testing	4
	Instructor Concept Review	2
	Experimental Courses	20
	TOTAL	396
POST EXPERIMENTAL COURSES		

EXP.1010	Criminal Intelligence	2*
EXP.1020	Homeland Security	2*
EXP.1030	Crisis Intervention Team	16

* Online Course

Signature Page

Institution Submitting Proposal: Dixie State College

School affected: Arts, and Letters

Department affected: Humanities

Change Description: Granting of college credit for POST Training

Proposed Beginning Date: Summer Semester, 2010

Institutional Signatures:

_____, Department Chair
Addison Everett

_____, Associate Dean
Sue Bennett

_____, Dean
Donald R. Hinton

_____, Chief Academic Officer
Donna Dillingham-Evans

_____, President
Stephen D. Nadauld

_____, Date