

Basic Peace Officer's Academy Certificate of Achievement

Title of proposed program: Basic Peace Officer's Academy

Contact Person: Dr. Mike McNair

Title: Dean, Career Technical Education

Phone number: 760-384-6148

Email address: mike.mcnair@cerrocoso.edu

Projected start date: Fall 2016

Type of change requested: Add new Major or Area of Emphasis

Projected annual completers: 75

Units for degree major or area of emphasis: 20

Total units for Certificate: 20

Item 1. Program Goals and Objectives

Program Learning Outcomes and Assessments

- A.** Demonstrate an understanding of the theory and application of law enforcement rules, regulations, and applicable laws.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.
- B.** Identify the need for understanding diverse populations in the criminal justice field and establish strategies for effectively communicating with those diverse groups.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.
- C.** Identify the cultural differences found in most communities and apply methods of effectively bridging those differences.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.
- D.** Demonstrate and apply critical thinking skills to ethical decision making within the criminal justice system.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.
- E.** Recognize the major impact ethics and morality have on the citizens the law enforcement profession serves and the daily interactions with others within the criminal justice system.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.
- F.** Demonstrate effective writing skills to properly document law enforcement priorities.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice, written reports, and Scenario based testing.
- G.** Demonstrate an understanding of the Use of Force Continuum.
 - a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice and Scenario based testing.

- H.** Demonstrate proper execution of specific Arrest and Control techniques.
- a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice, manipulative skills test, and Scenario based testing.
- I.** Describe and demonstrate four methods used to deploy chemical agents, the guidelines for safely carrying, drawing, and deploying hand-held canisters of chemical agents, the environmental and physical conditions that can impact the effectiveness of a chemical agent, the decontamination procedures that should be followed after a chemical agent has been used and discuss the physiological and psychological effects of each of the following chemical agents used by peace officers:
- i. OC (Oleoresin Capsicum)
 - ii. CN (Chloroacetophenone)
 - iii. CS (Ortho-Chlorobenzylidene-Molononitrile)
- a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice, manipulative skills test, and Scenario based testing.
- J.** Demonstrate the following elements to accurately shoot a firearm:
- i. Grip
 - ii. Stance
 - iii. Breath control
 - iv. Sight alignment/sight picture
 - v. Trigger control
 - vi. Follow-through and describe the types of malfunctions and demonstrate clearing methods for:
 1. Semiautomatic pistols
 2. Revolvers
 3. Shotguns
- a. *Assessment:* Assessments will include the Commission on Peace Officer's Standards and Training certified Multiple Choice, manipulative skills test, and Scenario based testing as well as an exercise test that requires the student to demonstrate competency in basic handgun shooting principles using a handgun, while wearing body armor and duty equipment, on a basic course of fire and an exercise test that requires the student to demonstrate competency in basic defensive tactics and arrest methods.

Program Matrix

Program Learning Outcomes

Course	A	B	C	D	E	F	G	H	I	J
ADMJ C145	x	x	x	x	x	x	x	x	x	x

Career Opportunities

This program prepares students for careers in Law Enforcement. Successful completion of the Basic Peace Officer's Academy Certificate of Achievement would make the student eligible for entry level law enforcement positions in the state of California. These positions include, but are not limited to:

- City Police
- State Police
- County Sheriff, Deputy
- Coroner's Office

- Fish and Wildlife
- California Department of Corrections
- Bailiff
- Probation Officer
- Parole Officer

Conditions of Enrollment

Prospective students will need to go through the selection process given by the course certification holder. Certification holders are the Kern County Sheriff's Department, Bakersfield Police Department, and Cerro Coso College. Future certificate holders will be any law enforcement agency with an approved Memorandum of Understanding between the agency and Cerro Coso Community College.

T.O.P. 2105.50

Principles and techniques of law enforcement specific to the requirements of the California Commission on Peace Officer Standards and Training (POST).

Item 2. Catalog Description

Basic Peace Officer’s Academy Certificate of Achievement (20 units total). This program is designed to fulfill the training requirements established by the California Commission on Peace Officer Standards and Training (POST) for basic peace officer training. Successful completion of the Basic Peace Officer's Academy would make the student eligible for entry level law enforcement positions in the state of California. These positions include, but are not limited to; city police, state police, county sheriff, deputy coroner’s office, fish and wildlife, California Department of Corrections, bailiff, probation officer, and parole officer.

Complete the course to be applied toward the certificate with a “C: or better. Complete the units in residence at Cerro Coso Community College.

The course listed requires prospective student to go through the selection process given by the course certification hold or the Kern County Sherriff’s Department.

Item 3. Program Requirements

The program completion requirements can be satisfied by a satisfactory completion of the ADMJ C145 course. The ADMJ C145 course is designed to include the California state requirements for selection as a law enforcement officer legislatively established by the Commission on Peace Officers Standards and Training.

Certificate of Achievement: Administration of Justice Peace Officer’s Academy

Requirements	Dept. Name /#	Name	Units	Sequence
Required Core (20 units)	ADMJ C145	Basic Peace Officer Training Academy	20	Yr 1, Fall Yr 1, Spring

Required Core Total: 20 units
TOTAL UNITS: 20 units

Proposed Sequence:
Year 1, fall = 20 units
TOTAL UNITS: 20 units

Or

Year 1, spring = 20 units
TOTAL UNITS: 20 units

Item 4. Master Planning

Cerro Coso Community College is currently offering the Peace Officer's Standards and Training Regular Basic Academy through the Kern County Sheriff's Office and the Bakersfield Police department; however, the course is not part of the current AS-T degree and does not have a certificate of completion.

Employer Survey (CTE)

All Cerro Coso Law Enforcement employer relationships verify that a POST certificate of completion for the Basic Academy is required for employment as a law enforcement officer in the state of California. The aforementioned partners include the following: Bakersfield Police Department, Kern County Sheriff's Office, California City Police Department, Ridgecrest Police Department, Bishop Police Department, Mammoth Lakes Police Department, Inyo County Sheriff's Office, and Mono County Sheriff's Office.

Explanation of Employer Relationship (CTE)

Cerro Coso Community College works with the Bakersfield Police Department, Kern County Sheriff's Office, California City Police Department, Ridgecrest Police Department, Bishop Police Department, Mammoth Lakes Police Department, Inyo County Sheriff's Office, and Mono County Sheriff's Office to provide Peace Officer's Standards and Training Basic Academies in the intensive and modular format as well as providing continuing education for the Peace Officer's Standards and Training required perishable skills program.

The Administration of Justice department at Cerro Coso Community College currently boasts a robust Advisory Committee including members from eight different law enforcement entities. The following is a list of members on the Advisory Board along with the individual's rank or title and the department: Ron Strand, Chief Ridgecrest Police Department Paul Wheeler, Captain Ridgecrest Police Department Mike Myers, Sergeant Ridgecrest Police Department Eric Hurtado, and Chief California City Police Department

Jimmy Rubio, Commander California City Police Department John Hawksley, Special Investigations California City Police Department Karen Sanders, Grant Administrator California City Police Department Mike Lawrence, Sergeant Kern County Sheriff's Department Russ Albro, Commander Kern County Sheriff's Department Edmond Jackson, Recruit Training Officer Bakersfield Police Department Dennis West, Lieutenant Bakersfield Police Department Chris Carter, Chief Bishop Police Department Dan Nolan, Sergeant Bishop Police Department Joe Pecs, Chief (retired) Bishop Police Department Dan Watson, Chief Mammoth Lakes Police Department Bill Lutze, Sheriff Inyo County Sheriff's Department Rob Weber, Undersheriff Mono County Sheriff's Department Phil West, Lieutenant Mono County Sheriff's Department

Recommendations of Advisory Committee (CTE)

The Advisory Committee has unanimously asserted that the Peace Officer's Standards and Training Regular Basic Academy is imperative to the continued success of the students and the local law enforcement agencies.

**CERRO COSO COMMUNITY COLLEGE
ESCC ADMINISTRATION OF JUSTICE ADVISORY BOARD**

Minutes

Thursday, Oct 31, 2013, 12:00-1:30

Location: Whiskey Creek Restaurant, Bishop

- Introduction of Members: Jarrod M. Bowen, CCCC Faculty/Program Chair; Deanna Campbell, ESCC Bishop/Mammoth Center Director; Ralph Obenberger, Sheriff Mono County; Dan Watson, Police Chief Mammoth; Bill Lutze, Sheriff Inyo County; Dan Nolan, Sergeant Bishop Police Department
- Purpose of Advisory Committee: Partnership with industry employers to ensure that our programs remain in touch with the needs of local business and industry and that our students receive relevant instruction.
- Advisory Kick-off Dinner, Reviewed Advisory Handbook and new CTE Program Book.
- The Advisory Handbook was created to offer guidelines to both faculty and committee members. There is a one year commitment for committee members.
- News from ESCC Campus: Deanna Campbell shared that the college is half way through the semester with eight weeks remaining. Ms. Campbell also stated that there is interest for on-site courses in the Administration of Justice.
- Student Success: Retention and Completers:
 - Identifying strengths, Limitations, and Barriers: Six Year Program Review
 - The remote nature of Mono County makes attendance problematic.
 - Some barriers identified: Students completing the Basic and Modular Academies are not currently counted in completion due to the lack of an existing professional certification from the college.
- Shared the latest CA Labor Market Information from CA Occupational Guides; Wages and Benefits and Job Outlook; "The demand for law enforcement services, as well as the significant wage increase in the Cerro Coso service area, will continue to provide sustainable planned growth" Percent change for 2010-2017 for jobs in this field is expected to increase by 2.1% and 6,856 jobs in CA.
- Need to look at the specific job growth prediction for Kern/Inyo and Mono County.
- All Advisory Board members demonstrated a need for a Level I Modular Academy and/or a Regular Basic Academy in a central location most likely Ridgecrest. All Advisory Board members also expressed a dire need for support from the college in the form of course certification for the ongoing training required of law enforcement officers. Class size was discussed and the Advisory Board members agreed to work with the various departments in the Inyo/Mono County area to build suitable class sizes. Finally, Mono County Sheriff Ralph Obenberger inquired as to the possibility of running a PC 832 course without the full Modular III requirements.

- Human Services classes offered this F'13 and enrollment per campus. Courses show steady growth at all campuses.
- Administration of Justice classes offered this Fall '13:
 - ADMJ C101 Introduction to Administration of Justice: Enrollment OL 20, Total: 20
 - ADMJ C105 Concepts of Criminal Law: Enrollment OL 20, Total: 20
 - ADMJ C121 Community Relations: Enrollment OL 19, Total: 19
 - ADMJ C125 Principles of Investigation: Enrollment OL 35, Total 35
 - ADMJ C115 Legal Aspects of Evidence: Enrollment IWV 11, KRV 18
- Follow up items:
 - 1. PC 832 Course for Mono County Sheriff's Department
 - 2. Development of ISAs to certify courses for the Inyo/Mono County service area
 - 3. POST approval for a Level I Modular Academy and/or Regular Basic Academy
- Jarrod M. Bowen will work with Dean Valerie Karnes and Dr. Marvin to address question 2.
- Proposed classes for Spring '14:
 - ADMJ C101 Introduction to Administration of Justice: OL
 - ADMJ C105 Concepts of Criminal Law: OL, IWV
 - ADMJ C115 Legal Aspects of Evidence: OL
 - ADMJ C121 Community Relations: IWV
 - ADMJ C131 Juvenile Procedures: KRV
 - ADMJ C151 Introduction to Correction: OL
- No current offers for guest speakers due to the current lack on on-site courses in Bishop/Mammoth.
- Questions, Ideas, Suggestions

Thank you for supporting the Administration of Justice Program

Jarrold M. Bowen, PhD (ABD), MSAJS

Jarrod.bowen@cerrocoso.edu

Cell 760-382-1849

**CERRO COSO COMMUNITY COLLEGE
IWV ADMINISTRATION OF JUSTICE ADVISORY BOARD**

Minutes

Tuesday, November 19, 2013, 1830-2000

Location: Uricchio's Trattoria Restaurant, Bakersfield

- Introduction of Members: Jarrod M. Bowen, CCCC Faculty/Program Chair; Edmond Jackson, Bakersfield Police Department; Chuck Sherman, Bakersfield Police Department; Michael Lawrence, Kern County Sheriff's Office; Pam Jones, California City Police Department; John Hawksley, California City Police Department; Martin Dorrell, Ridgecrest Police Department; Ron Strand, Chief Ridgecrest Police Department; Paul Wheeler, Captain Ridgecrest Police Department.
- Purpose of Advisory Committee: Partnership with industry employers to ensure that our programs remain in touch with the needs of local business and industry and that our students receive relevant instruction.
- Advisory Kick Off Dinner, Reviewed Advisory Handbook and new CTE Program Book.
- The Advisory Handbook was created to offer guidelines to both faculty and committee members. There is a one year commitment for committee members.
- News from IWV Campus: Jarrod M. Bowen shared that the college is half way through the semester with eight weeks remaining.
- Student Success: Retention and Completers:
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 - Some barriers identified: Students completing the Basic and Modular Academies are not currently counted in completion due to the lack of an existing professional certification from the college.
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 - ADMJ C125 Principles of Investigation: Enrollment OL 35, Total 35
 - ADMJ C115 Legal Aspects of Evidence: Enrollment IWV 11, KRV 18

- Follow up items:
 - 1. Modular III/II courses for the Bakersfield area
 - 2. POST approval for a Level I Modular Academy and/or Regular Basic Academy

- Jarrod M. Bowen will work with Dean Valerie Karnes and Dr. Marvin to address question 2.
 - Proposed classes for Spring '14:
 - ADMJ C101 Introduction to Administration of Justice: OL
 - ADMJ C105 Concepts of Criminal Law: OL, IWV
 - ADMJ C115 Legal Aspects of Evidence: OL
 - ADMJ C121 Community Relations: IWV
 - ADMJ C131 Juvenile Procedures: KRV
 - ADMJ C151 Introduction to Correction: OL

 - No current offers for guest speakers

 - Questions, Ideas, Suggestions

Thank you for supporting the Administration of Justice Program
Jarrod M. Bowen, PhD (ABD), MSAJS
 Jarrod.bowen@cerrocoso.edu
 Cell 760-382-1849

Adequate Resources Library and/or Learning Resources Plan

The Cerro Coso Learning Resource Center offers students extensive and comprehensive access to online databases and eBooks that are useful to ADMJ students. There are full-text database options for multi-subject as well as subject-specific research needs such as the National Criminal Justice Reference Service and the Opposing Viewpoints database. Additionally, the library offers online research assistance via citation tutorials, database and e-book guides, and 24/7 “chat” options. There are targeted “course guides” for the ADMJ program area. The faculty in the ADMJ area fully support the continued availability of these valuable resources.

Compliance Based on Model Curriculum

The Basic Academy in the intensive and modular format is provided in accordance with the curriculum developed by the California Commission of Peace Officer's Standards and Training.

ACADEMY UNIFORM AND GROOMING GUIDELINES

UNIFORM STANDARDS

All academy students must wear one of the following uniforms of the day, as directed by Academy Staff. All Academy uniforms and apparel will be worn in the proper manner. Hats will not be worn backwards at any time and shirts will remain tucked in. Changing of uniforms throughout the day will take place in discreet locations. Recruits will not walk around in "partial" uniforms, unless instructed to do so by Academy Staff. No student shall wear Academy clothing outside of the Academy unless going to or returning home from the Academy. The required uniforms may be purchased from the following vendors:

*Code 3 Uniforms Code 3 Uniforms Mike's Uniform & Sports Locker
931 California Ave 2861 Calloway 3900 Coffee Road, Suite E15
Bakersfield, CA 93304 Bakersfield, CA 93312 Bakersfield, CA 93308
661-631-8100 661-587-1700 661-631-2421*

UNIFORM

SHIRT: Dickie brand Khaki twill (65% polyester, 35% cotton) long sleeve with sewn in military creases. Cadets will wear a white crew-neck T-shirt beneath the uniform shirt. Style # 574 KH.

Note: Trainees with visible tattoos on their arms must wear the long-sleeved t-shirt during physical training.

The Academy patch shall be sewn on the left sleeve with the top of the patch $\frac{3}{4}$ inch below the sleeve head seam so that a line bisecting the center of the patch is perpendicular to the ground when the garment is worn. There shall be no other patch attached to the uniform shirt. The Academy patch is available exclusively from the Academy Staff.

TROUSERS: Dickie brand Khaki twill plain front pants (65% polyester, 35% cotton). Shall be long enough to form a slight break in the front crease of each trouser leg when standing at attention. No cuffs. The “Dickie” emblem shall be removed. Style # 874 KH.

TIE Material: Blue, 100% polyester. Style: clip-on, button style, approximately 3 inches wide at its widest point.

TIE BAR: Polished gold colored metal, plain without design, having clamp type back. To be 5/16th inch wide and 2 inches long without appendages. (Swank Company #0324-449/30 or equivalent). The top edge of the tie bar will be in line with the top edge of the shirt pocket flap.

NAME TAG: To be all metal construction, plain without design, of polished gold finish with royal blue lettering approximately 1/32 inch stroke, ¼ inch in height. To be engraved deep in the metal and filled with royal blue lacquer. Plate to be rectangular in shape, approximately ½ inch wide and 2 ¼ inches in length. To have two metal clutch fasteners attached to back (Reeves Co. Inc., #500 or equivalent). Plate shall include first initial(s) and last name, or last name only if the number of letters presents a problem for spacing. All letters shall be in upper case. Name plate shall be worn centered ¼ inch above right pocket flap seam on uniform shirts and uniform coat. Nametags may be purchased from the listed vendors or Raymond's Trophy and Awards, 300 Chester Avenue, Bakersfield, 323-4015.

I.D. CARD: All trainees will be issued a Departmental Academy Student Identification Card. This card is to be worn by the trainee at all times while at the Kern Regional Training Center facility while in actual participation of the Academy. The identification card is to be attached to the front of the trainee's shirt or blouse, above the waist, in plain sight. This identification card will not be worn or exhibited at any other time, unless it is mandated by Academy Staff.

TROUSER BELT: Black leather with basket weave design. It shall be approximately 1-3/8th to 1-1/2 inches wide and have a square silver metal buckle with one tang.

SOCKS: Black calf-length only. No design.

FOOTWEAR: "Rocky" brand, model 911 boots with the non-aggressive sole, the "High Tech" brand boots with the non-aggressive sole, or other identical style is required uniform footwear. "Original SWAT" and 5.11 brand "A-TAC" boots are acceptable.

SPECIALIZED UNIFORM

SHIRT: Grey academy polo shirt, short sleeve or long sleeve (tattoos must be covered completely, refer to grooming standards, section E). The recruit's last name is to be centered on the front 1" below the bottom seam of the button area, and back of the grey academy polo shirt with the base 2 ½" above the horizontal line between the base of the sleeve seams in 2" black blocked uppercase lettering. Recruits with the same last name shall include the first name initial, with logo/lettering described below:

TROUSERS: Six Pocket Trousers - 5.11 Tactical Inc. Model 74004 TDU Pant – Poly/Cotton Twill, 7.2 oz. Material: 65% Polyester / 35% Cotton twill. Color: **TDU BLACK** or equivalent approved by academy staff. (Rothco, Model 7858. Color: **BLACK**)

FOOTWEAR: As specified above.

HAT: Flex-Fit style baseball cap, solid black in color with no insignias or logos. No plastic adjusters. No mesh panels. The academy class number will be centered on the outside, left side of the

sweatband, and embroidered in ½ inch gray block letters. The last name of the recruit will be embroidered in ½” gray block letters arched 70% over the back opening.

PHYSICAL TRAINING

T-SHIRT: Badger Sport Brand (100% Polyester 4120 Core Tee) Graphite in color. Two required with logo/lettering described below. Can be either short or long sleeve (*tattoos must be covered completely, refer to grooming standards, section E*), with logo/lettering described below.

SWEATSHIRT: Jerzees brand Nublend, polyester, cotton blend, long sleeve. “Birch” in color, (light gray). Style # 03160 with logo/lettering described below.

LETTERING: The recruit’s last name is to be centered on the front and back of the T-shirt and sweatshirt, with the base 2 ½” above the horizontal line between the base of the sleeve seams in 2” blocked uppercase lettering. The T-shirt will be in **WHITE** lettering. The sweatshirt will be in **BLACK** lettering. Recruits with the same last name shall include the first name initial.

GYM TRUNKS: Solid black with a 4 to 7 inch inseam. May be cotton, cotton blend, coolmax, or nylon. No split sides. A Spandex type under garment may be worn but shall not protrude or be visible while standing or running

SWEATPANT: Jerzees brand Nublend, polyester, cotton blend. “Birch” in color, (light gray). Style # 03151.

GYM TOWEL: Plain white towel for use during gym workouts (hand towel).

SOCKS: Solid white calf-length gym socks.

FOOTWEAR Students shall wear high quality, **conservative color/style** *running shoes

LOGO: The Academy logo shall be affixed to the P.T. shirts, sweatshirt and grey academy polo shirt on the front, left side (in the area where a pocket would normally be). For the grey academy polo shirt, the bottom of the logo is to be 1” above the bottom seam of the button area.

*** Due to the extensive running program in the Academy, students are strongly encouraged to purchase high quality running shoes. (No court or walking shoes)**

EQUIPMENT BAG: 1 approximate 15 X 34 X 12 black canvas bag with top sewn carry handles. IDF Tactical Bag, Black, Item #41-58. This can be purchased at:

*Supply Sergeant Code 3 Uniforms
3530 Chester Ave. 931 California Ave
Bakersfield, CA. 93304 Bakersfield, CA 93304
336-0658 661-631-8100*

WATER BOTTLE: (1) 20 oz. "Ultimate Direction" brand, fast draw plus water bottle, grey in color with black mesh hand hold to carry while running. This item may be purchased at:

*Code 3 Uniforms Code 3 Uniforms Mike's Uniform & Sports Locker
931 California Ave 2861 Calloway 3900 Coffee Road, Suite E15
Bakersfield, CA 93304 Bakersfield, CA 93312 Bakersfield, CA 93308
661-631-8100 661-587-1700 661-631-2421*

PROTECTIVE EQUIPMENT: (1) Non-tethered mouth guard. Athletic supporter/Protective cup – (Males). Sports Bra – (Females)

PROTECTIVE EYEWEAR: Clear – For general use where impact protection is required.

GROOMING STANDARDS

Personal Hygiene: All students will maintain a high standard of personal hygiene.

Male Students

A. Male students shall be clean-shaven and will not be allowed to wear beards. Mustaches shall be neatly trimmed, be limited to the area above the upper lip, and not extend beyond the corners of the mouth.

B. Male students' hair must be clean and neatly groomed and shall not extend over the ear. Hair shall be tapered down the back of the neck and worn in a military manner. Hair shall be of a naturally occurring color. Sideburns shall be neatly trimmed, not flared, and shall not extend below the center of the ear.

C. Jewelry: Male students shall not wear earrings or visible necklaces. Students may wear medical alert bracelets male students shall not wear any other conspicuous jewelry. No more than two (2) rings may be worn.

D. Fingernails shall be clean and neatly trimmed.

E. Students shall not display tattoos, branding, scarification, or dermal punching. Exceptions to this policy will be considered and made by the RTO staff while students are wearing P.T. and tactical/utility uniforms. Any visible tattoos, brandings, scarification or implants will be covered by wearing the approved Academy uniform, which includes a long sleeve white t-shirt.

Female Students

A. Female students' hair must be clean and neatly groomed and shall not extend below the bottom of the uniform shirt collar at the back of the neck. If the hair is longer than described, it must be worn in a neat fashion that is secured tightly to the back of the head (e.g. bun, French braid, etc.) to meet the length limits as stated above. Hair must be of a naturally occurring color. Hair must not extend below the eyebrow line and shall not be visible on the forehead while wearing the uniform cap. Hair clips or pins may be worn if they match the color of the student's hair. Hair decorations or extensions shall not be worn.

B. Jewelry: Female students shall not wear earrings or visible necklaces. Medical alert bracelets may be worn. Female students shall not wear any conspicuous jewelry. No more than two (2) rings may be worn.

C. Female students may wear makeup. If worn, makeup shall be subdued and blended to match the natural skin color of the student. False eyelashes shall not be worn.

D. Fingernails shall be clean and neatly trimmed. Nails shall be no more than ¼ inch from the tip of the finger. Polish, if worn shall be clear. Gels or acrylics may be worn but must conform to above standards.

E. Students shall not display tattoos, branding, scarification, dermal punching. Exceptions to this policy will be considered and made by the RTO staff while students are wearing P.T. and tactical/utility uniforms. Any visible tattoos, brandings, scarification or implants will be covered by wearing the approved Academy uniform, which includes a long sleeve white t-shirt.

Licensing or Accreditation Standards

Peace Officers Standards and Training

T.O.P. 2105.50

Principles and techniques of law enforcement specific to the requirements of the California Commission on Peace Officer Standards and Training (POST).

Completers: 75

Projected Net Annual Labor Demand (CTE): 231

Estimated FTE Faculty Workload: 3.3

Number of New Faculty Positions: \$.00

Est. Cost, New Equipment: \$.00

Cost of New/Remodeled Facility: \$.00

Est. Cost, Library Acquisitions: \$.00

Next program review as part of college's Program Evaluation Plan: Spring 2017.

Labor Market Information & Analysis (CTE)

The EMSI report demonstrated a 3.2% National increase in Law Enforcement employment; however, in the Cerro Coso Community college service area region, EMSI identified a 5.6% increase.

3000 College of Heights Blvd
Ridgecrest, California 93555
760.384.6258

Occupation Report

CCCC Region
Administration of Justice
April 2014



Report Info

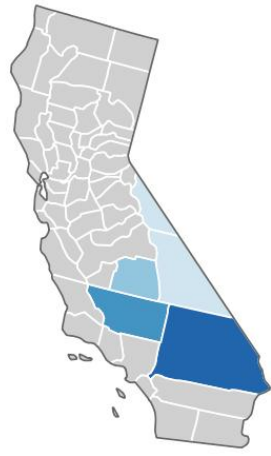
Dataset Version	2014.1 Class of Worker
Class of Worker Categories	QCEW Employees
Timeframe	2012 - 2017
Region Name	CCCC Region
Counties	

Inyo, CA (6027)	Kern, CA (6029)	Mono, CA (6051)
San Bernardino, CA (6071)	Tulare, CA (6107)	

Police Officers

SOC 33-3050






Job Distribution



Overview

Annual Openings Estimate (2013)	231
Related Completions (2011)	421
Current Job Postings	Only Available for 5-Digit

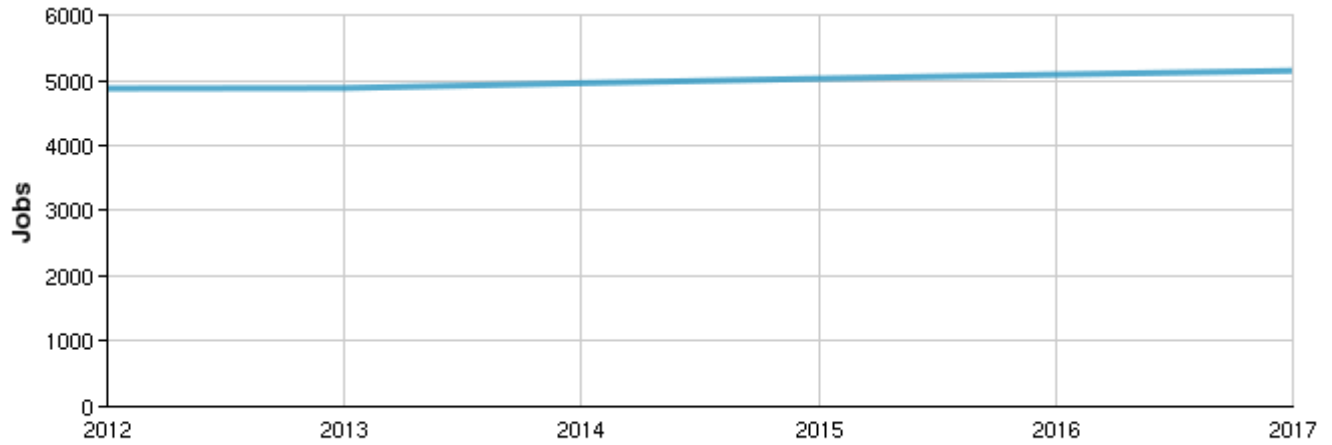
Gender		
Male	50%	
Female	50%	

Age		
14-18	2%	
19-24	7%	
25-44	43%	
45-64	44%	
65+	4%	

4,881 Jobs (2013) National Location Quotient: 0.95	5.6% % Change (2012-2017) Nation: 3.2%	\$36.03/hr Median Earnings Nation: \$26.57/hr
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CCCC Region | Growth

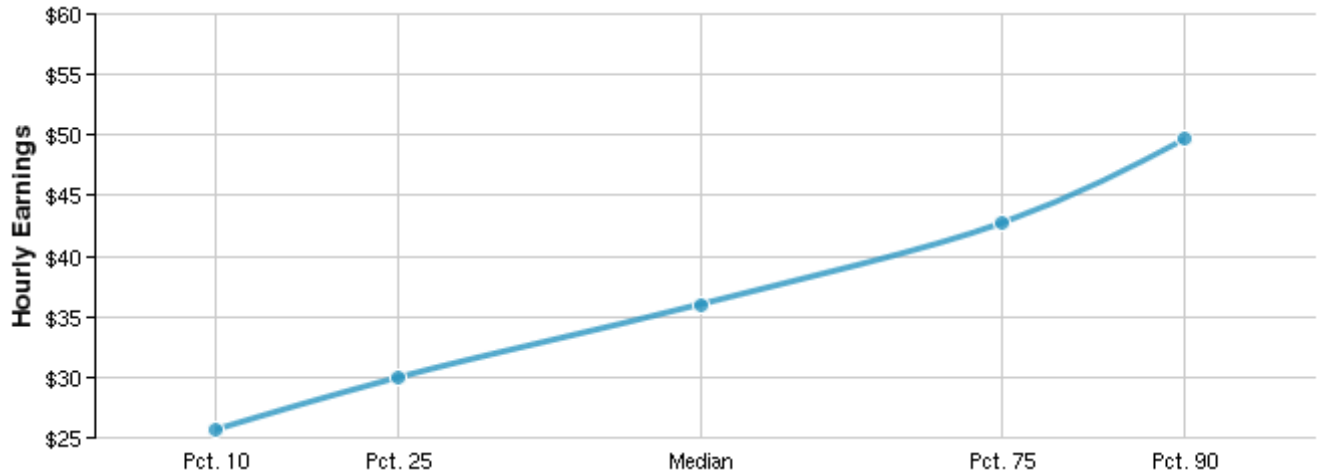
4,875 2012 Jobs	5,146 2017 Jobs	271 Change (2012-2017)	5.6% % Change (2012-2017)
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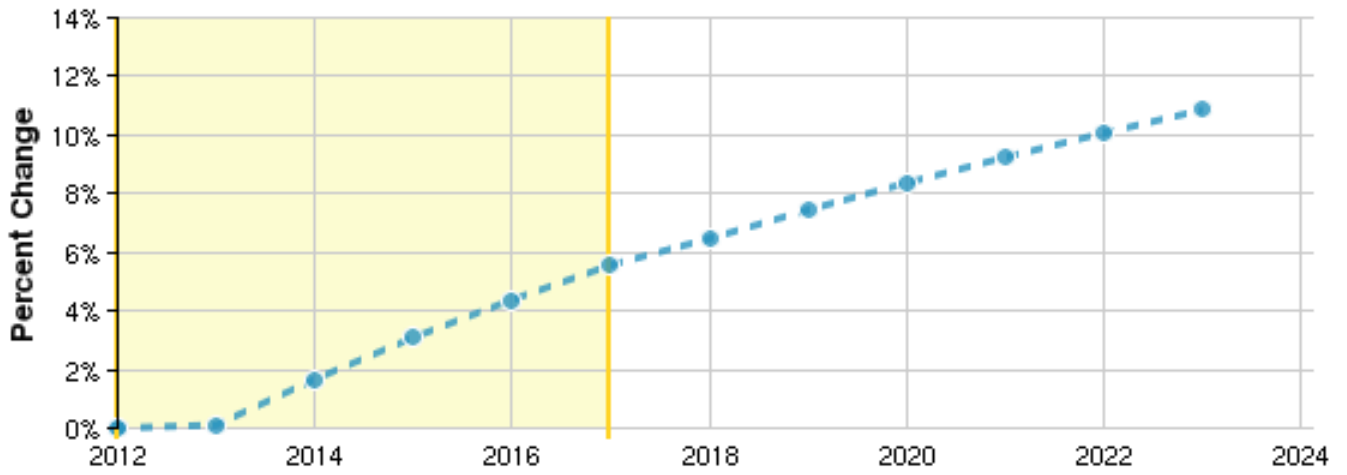
Occupation	2012 Jobs	2017 Jobs	Change	% Change
Police and Sheriff's Patrol Officers (33-3051)	4,864	5,135	271	6%
Transit and Railroad Police (33-3052)	11	11	0	0%

CCCC Region | Percentile Earnings for Police Officers (33-3050)

\$25.70/hr 10th Percentile Earnings	\$36.03/hr Median Earnings	\$49.64/hr 90th Percentile Earnings
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Regional Trends



Region	2012 Jobs	2017 Jobs	% Change
• CCCC Region	4,875	5,146	5.6%

Educational programs

4 Programs (2011)	421 Completions (2011)
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Program	2008	2009	2010	2011	2012
Criminal Justice/Police Science (43.0107)	484	336	407	342	368
Law Enforcement Investigation and Interviewing (43.0114)	0	0	0	56	59
Homeland Security, Law Enforcement, Firefighting and Related Protective Services, Other (43.9999)	24	21	23	23	61
Security and Loss Prevention Services (43.0109)	0	0	0	0	0

Inverse Staffing Patterns

Industry	Occupation Jobs in Industry (2013)	% of Occupation in Industry (2013)	% of Total Jobs in Industry (2013)
Local Government, Excluding Education and Hospitals (903999)	4,471	91.6%	8.4%
State Government, Excluding Education and Hospitals (902999)	250	5.1%	2.0%
Federal Government, Civilian, Excluding Postal Service (901199)	93	1.9%	0.4%
Elementary and Secondary Schools (Local Government) (903611)	23	0.5%	0.0%
Colleges, Universities, and Professional Schools (State Government) (902612)	10	0.2%	0.3%

Data Sources and Calculations

State Data Sources

This report uses state data from the following agencies: California Labor Market Information Department

Occupation Data

EMSI occupation employment data are based on final EMSI industry data and final EMSI staffing patterns. Wage estimates are based on Occupational Employment Statistics (QCEW and Non-QCEW Employees classes of worker) and the American Community Survey (Self-Employed and Extended Proprietors). Occupational wage estimates also affected by county-level EMSI earnings by industry.

Institution Data

The institution data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Completers Data

The completer's data in this report is taken directly from the national IPEDS database published by the U.S. Department of Education's National Center for Education Statistics.

Staffing Patterns Data

The staffing pattern data in this report are compiled from several sources using a specialized process. For QCEW and Non-QCEW Employees classes of worker, sources include Occupational Employment Statistics, the National Industry-Occupation Employment Matrix, and the American Community Survey. For the Self-Employed and Extended Proprietors classes of worker, the primary source is the American Community Survey, with a small amount of information from Occupational Employment Statistics.

Industry Data

EMSI industry data have various sources depending on the class of worker. (1) For QCEW Employees, EMSI primarily uses the QCEW (Quarterly Census of Employment and Wages), with supplemental estimates from County Business Patterns and Current Employment Statistics. (2) Non-QCEW employees data are based on a number of sources including QCEW, Current Employment Statistics, County Business Patterns, BEA State and Local Personal Income reports, the National Industry-Occupation Employment Matrix (NIOEM), the American Community Survey, and Railroad Retirement Board statistics. (3) Self-Employed and Extended Proprietor classes of worker data are primarily based on the American Community Survey, Non-employer Statistics, and BEA State and Local Personal Income Reports. Projections for QCEW and Non-QCEW Employees are informed by NIOEM and long-term industry projections published by individual states.

Item 5. Enrollment and Completer Projections

There is currently an average enrollment of 100 students per year with a projected completion rate of 75 students annually.

		<Year 1>		<Year 2>	
ADMJ C145:	Basic Peace Officer's Academy	Annual # Sections	Annual Enrollment Total	Annual # Sections	Annual Enrollment Total
		2	59*	2	69*

*Completers.

Item 6. Place of Program in Curriculum/Similar Programs

Cerro Coso Community College is currently offering the Peace Officer's Standards and Training Regular Basic Academy through the Kern County Sheriff's Office and the Bakersfield Police department; however, the course is not part of the current AS-T degree and does not have a certificate of achievement.

Item 7. Similar Programs at Other Colleges in Service Area

Cerro Coso Community College is currently the only college in the service area offering the Peace Officer's Standards and Training Regular Basic Academy certificate.

**CERRO COSO COMMUNITY COLLEGE
ESCC ADMINISTRATION OF JUSTICE ADVISORY BOARD**

Minutes

Tuesday, February 18, 2014, 1600 - 1830

Location: Whiskey Creek Restaurant, Bishop

- Introduction of Members: Jarrod M. Bowen, CCCC Faculty/Program Chair; Valerie Karnes, CCCC Dean of CTE; Rob Weber, Under-Sheriff Mono County; Phil West, Lieutenant Mono County; Dan Watson, Police Chief Mammoth; Bill Lutze, Sheriff Inyo County; Chris Carter, Police Chief Bishop Police Department; Joe Peksi, Police Chief (Ret.) Bishop Police Department
- Purpose of Advisory Committee: Partnership with industry employers to discuss MOU agreements
- Student Success: Retention and Completers:
 - Identifying strengths, Limitations, and Barriers: Six Year Program Review
 - The remote nature of Mono County makes attendance problematic.
 - Some barriers identified: Students completing the Basic and Modular Academies are not currently counted in completion due to the lack of an existing professional certification from the college.
- All Advisory Board members expressed a dire need for support from the college in the form of course certification for the ongoing training required of law enforcement officers. Class size was discussed and the Advisory Board members agreed to work with the various departments in the Inyo/Mono County area to build suitable class sizes.
- The MOU agreements for each department were presented to the Advisory Board Members and will be distributed to the appropriate city or county council members for review.

Follow up items:

1. PC 832 Course for Mono County Sheriff's Department
 2. Obtain approval and signatures for MOUs
 3. Development of ISAs to certify courses for the Inyo/Mono County service area
- Classes for Spring '14:
 - ADMJ C101 Introduction to Administration of Justice: OL
 - ADMJ C105 Concepts of Criminal Law: OL, IWV
 - ADMJ C115 Legal Aspects of Evidence: OL
 - ADMJ C121 Community Relations: IWV
 - ADMJ C131 Juvenile Procedures: KRV
 - ADMJ C151 Introduction to Correction: OL
 - No current offers for guest speakers due to the current lack on on-site courses in Bishop/Mammoth.
 - Questions, Ideas, Suggestions

Thank you for supporting the Administration of Justice Program

Jarrod M. Bowen, PhD (ABD), MSAJS

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