

## Annual Report for Assessment of Outcomes 2009-2010

Criminal Justice SAC

Outcomes Assessed: Criminal Justice AAS

1. Describe changes that have been implemented towards improving student's attainment of outcomes that resulted from outcome assessments carried out in the previous academic year.

Critical Thinking focused on the first outcome – preparing quality reports of investigations in a manner that communicates concise and factual information and is capable of withstanding courtroom scrutiny. Results from the 08-09 academic year revealed a lack of organizational skills in report preparation. The Technical Report Writing course was added to the curriculum last academic year.

2. Identify the outcomes assessed this year and describe the methods used. What were the results of the assessment (i.e., what did you learn about how well students are meeting the outcomes)?

Outcome One – Prepare quality reports of investigations in a manner that communicates concise and factual information and is capable of withstanding courtroom scrutiny.

Outcome Two – Conduct searches and seizures in a manner that complies with statutory and constitutional requirements.

These two outcomes are assessed in CJA 230 – Police Report Writing, a course recommended within a couple of terms of degree completion. The current prerequisites are Introduction to Police and Technical Report Writing.

Students are assessed by:

- Conducting searches in a mock crime scene room.
  - Students are graded on the proper procedure used in searches and evidence collection. The results are prepared in weekly reports.
- Weekly writing assignments involving a mock criminal investigation.
  - Papers are assessed, graded and returned to the students the week after submission. Students correct mistakes and resubmit in preparation for handing in a final report. This method of assessing outcome one has shown to be effective as the quality of reports generally increase over the term. Reports are assessed using the following rubric on the next page.

Criminal Justice SAC Learning Assessment Plan  
for 2009-2010 Academic Year

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Criminal Justice students enrolled in CJA 230 (Police Report Writing), a required course for the degree, engage in critical thinking by completing an investigation report in preparation for prosecution using knowledge gained in prior criminal justice, writing and other courses. CJA 230 is the third writing course in a three part series (after English Composition and Technical Report Writing) for the criminal justice degree. A rubric is used for grading and is given to students at the beginning of the course to help them understand what they will be evaluated on.

Faculty learned that a substantial number of students needed improvement in organizational skills. As a result more time is spent organizing report material so that it flows in a logical manner and makes sense to the reader.

(see below for rubric)

Grading Rubric

Course CJA 230 – Police Report Writing

Report Factors	Excellent A - 4	Good B - 3	Adequate C - 2	Fair D - 1	Poor F – 0
Correct Format	Report is well organized and in correct format	Report is above average in organization and formatting	Report adequately documents the event and with few errors	Formatting contains several errors causing noticeable report flaws	Report severely lacking proper format and is unacceptable for submission
Facts / Accuracy	Report consistently and in detail documents all of the relevant areas of the event	Report is above average in detail but contains some inconsistency	Report is adequately organized and written. Some areas display errors	Report minimally documents the events and is barely acceptable.	Report fails to document most of the areas and is unacceptable
Readability	Communicates clearly and effectively	Communicates well but some room for improvement	Communication is only adequate with some disorganization	Limited organization and clarity. Difficult to read	Report is almost entirely unclear and unreadable without effort from reader
Sentences / Spelling	Sentence structure and spelling are accurate without mistakes	Few sentence structure and spelling mistakes	Report contains several mistakes in spelling and sentence structure but adequate	Contains substantial grammatically incorrect sentences and spelling errors and is barely adequate	Numerous spelling and grammar errors
Overall Paper	Report would stand up very well under scrutiny in court	Report would stand up relatively well under scrutiny	Report would be adequate if scrutinized	Report may not survive courtroom scrutiny	Report would be indefensible