NARRATIVE TEMPLATE for an Associate in Arts (A.A.), Associate in Science (A.S.), or Certificate of Achievement

Name of Program: Crime Scene Technology

Program Type: ☐ Associate in Arts (A.A)  ☐ Associate in Science (A.S)  ☑ Certificate of Achievement

Dept.: Administration of Justice  Submitted by: Kelly Enos

Item 1. Program Goals and Objectives
The purpose and goals of the Crime Scene Technology program are to prepare students for employment in the area of crime scene investigation and/or to upgrade a position or career within this industry. Through this program, students will obtain the necessary skills and competencies for entry-level employment in a law enforcement agency as a crime scene investigator. At the completion of the certificate program, students will be able to photograph evidence at a crime scene, collect, examine, compare and identify fingerprints, collect blood, trace and fiber evidence, cast shoeprint impressions, and assist in identifying dead bodies. The certificate program will prepare them for many different jobs in criminal justice including:

1. Police Officers  
2. Detectives  
3. Deputy Sheriff’s  
4. Criminal Investigators  
5. Forensic Science Technicians  
6. Crime Scene Photographer  
7. Coroner assistant  
8. Property and records

Item 2. Catalog Description
The Crime Scene Technology Certificate program is designed for students preparing for an entry-level career in forensic science or crime scene investigation. Students learn the basic forensic science methods and techniques for field work such as fingerprinting, shoe cast impressions, photography and death investigation.
**Item 3. Program Requirements**

Certificate of Achievement: Administration of Justice

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Dept. Name/#</th>
<th>Name</th>
<th>Units</th>
<th>Sequence</th>
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<tbody>
<tr>
<td>Required Core</td>
<td>AJ 5</td>
<td>Criminal Investigation</td>
<td>3</td>
<td>Yr 1/2, Fall/Spring</td>
</tr>
<tr>
<td></td>
<td>AJ 62</td>
<td>Fingerprint Classification</td>
<td>3</td>
<td>Yr 1, Spring</td>
</tr>
<tr>
<td></td>
<td>AJ 104</td>
<td>Introduction to Forensic Science</td>
<td>3</td>
<td>Yr 2, Fall</td>
</tr>
<tr>
<td></td>
<td>AJ 111</td>
<td>Advanced Forensic Science</td>
<td>3</td>
<td>Yr 2, Spring</td>
</tr>
<tr>
<td></td>
<td>AJ 204</td>
<td>Homicide and Death</td>
<td>3</td>
<td>Yr 1, Fall</td>
</tr>
<tr>
<td></td>
<td>AJ 250</td>
<td>Forensic Photography</td>
<td>4</td>
<td>Yr 2, Fall</td>
</tr>
</tbody>
</table>

Required Core Total: 19 units  
TOTAL UNITS: 19 units

Proposed Sequence:  
Year 1, Fall = 6 units  
Year 1, Spring = 6 units  
Year 2, Fall = 7 units  
TOTAL UNITS: 19 units

**Item 4. Master Planning**

Our program meets several of the goals of LAMC's Master Plan in the area of Workforce Development. These include:

1. Efficiently allocate resources to provide quality programs and courses that meet student needs. Continue to analyze and adjust program and course offerings in response to student and community needs.

2. Assess and modify educational programs, disciplines and courses to promote student learning and maintain appropriate academic standards. All transfer and CTE programs will examine current certificates and degrees to ensure that students have a clear and viable transfer pathway and that programs represent current approaches to disciplines and fields.

3. Improve students' success in earning certificates and degrees, continuing their education, seeking employment and attaining personal goals. Increase the percentage of students making the successful transition from basic skills courses to college level courses. Increase the percentage of students earning certificates. Ensure that all advisory committees develop and represent industry partnerships such as internships, practicum placements and mentoring programs.
The Administration of Justice Advisory Committee met in 2008 and agreed that a certificate in Crime Scene Technology would benefit and prepare students applying for jobs in the forensics/criminal investigation field. They also recommended as part of the program to contract out our services to outside law enforcement agencies that would enable them to use our facilities and equipment in training their personnel in crime scene work. The college could charge for these services and possibly award college credit for in-service work.

In November of 2011 LAMC’s AJ Advisory Committee approved the proposal for the Crime Scene Technology Certificate Program.

A special meeting was held on February 1, 2012 with two of our advisory board members, Mr. Dean Gialamas and Mrs. Doreen Hudson, directors of the Los Angeles County Sheriff’s Department and Los Angeles Police Department Crime Labs. After reviewing our proposal, both directors agreed the certificate program would be very beneficial for students seeking a career in forensics/criminal investigation. Both directors provided us with job bulletins for the entry-level civilian technical positions with their lab for which graduating students would be eligible to apply. It was interesting to note that prior to becoming the director of the LAPD crime lab, Doreen Hudson started her career with LAPD as a laboratory technician in their crime lab, which is one of the positions she recommended students apply for after completing our forensics program. The adoption of this proposal will fill a void in our service area and create new opportunities for students interested in the forensic science and criminal investigation field. At the same time, we will also be serving the needs of industry by providing them with highly educated and trained people to serve their community. In 2013 the Administration of Justice program acquired a Crime Lab on our campus equipped with work stations and a crime scene reconstruction room.
Item 5. Enrollment and Completer Projections

(A) Enrollment Data
Use a table format (sample provided below*) to provide final (not census) enrollment data for all required existing courses for the last two years to validate the need for this program in the college service area. Include course department number, course title, annual sections, and annual enrollment total.

<table>
<thead>
<tr>
<th>CB01: Course Department Number</th>
<th>CB02: Course Title</th>
<th>Annual # Sections</th>
<th>Annual Enrollment Total</th>
<th>Annual # Sections</th>
<th>Annual Enrollment Total</th>
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<tbody>
<tr>
<td>AJ5</td>
<td>Criminal Investigation</td>
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<td>2</td>
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<td>AJ62</td>
<td>Fingerprint Classification</td>
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<tr>
<td>AJ111</td>
<td>Advanced Forensic Science</td>
<td>New course has not been offered</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<tr>
<td>AJ204</td>
<td>Homicide and Death Investigation</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>35</td>
</tr>
<tr>
<td>AJ250</td>
<td>Forensic Photography</td>
<td>Has not been offered in several years</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*Use as many rows as required to provide requested data.

(B) Survey
In the case of a survey, the survey questionnaire, a description of the population surveyed, and survey results must be included.

Fifteen law enforcement different agencies were surveyed about the Crime Scene Technology Certificate program. See attached for results.
Item 6. Place of Program in Curriculum/Similar Programs

No inventory records need to be changed in connection with this program. This proposed program does not replace any programs at the college. The other related program on our campus is an A.S. degree in Administration of Justice.

Item 7. Similar Programs at Other Colleges in Service Area

There are a few colleges and universities with similar programs. The following colleges and universities all have course work/certificates in the area of forensic science. All of these programs differ from ours in the type of classes and the amount of units required.

East Los Angeles College-Forensic science certificate. The ELAC certificate differs from ours in that they require 17 units and incorporate courses in ethics and offender profiling. Also, they do not require photography. (The ELAC AJ department chair Pat Hauser and faculty forensic expert Janis Cavanaugh were extremely helpful and encouraged us to create a forensics program at our college. A representative from our LAMC program also sits on their ELAC Administration of Justice Advisory Board as they do ours).

Los Angeles City College - Certificate in Forensic Science. City College offers two programs. The first is a certificate in forensics requiring the completion of 36 units; the other program is an Evidence Specialist Skills Certificate requiring 18 units for completion. The skills certificate does not offer homicide investigation or photography.

California State University, Los Angeles - Minor in Forensic Science for the B.S. Master degree. The CSULA program differs from ours mainly in that their courses focus on the physical sciences. (The Department Chair and faculty advisor at CSULA sit on our advisory board and are interested in working on creating an articulation agreement with two of our forensics program courses: Introduction to Forensic Science and Forensic Chemistry which would articulate with CSULA's Criminology 208 (introduction to Forensic Science), creating a bridge for our students from LAMC to CSULA.

California State University, Long Beach - Forensic Science certificate (The program awards only 6.4 continuing education units at completion. Our program is offering full academic credit which also transfers to the CSU).

UC Riverside - Forensic science certificate. UC Riverside's program is offered through the UCR Extension Department and requires the completion of 19 units at a cost of $3,500 per student, not including books or materials. The cost of our certificate program would be only $874, a savings of $2,626.

El Camino College - Certificate in Forensics. El Camino College's certificate differs from ours in that they require courses in drawing, report writing and crime analysis.
(Mr. Ray Lewis, Professor of Administration of Justice, was very helpful in allowing us to use some of their industry survey and Labor Market data to support our proposal).

Long Beach City College - Certificate in Forensic Science. Long Beach City College’s program does not include photography, death investigation or advanced forensic science and is only 15 units in length.

Rio Hondo College - Certificate in Forensic Identification. Rio Hondo’s certificate is 16 units and is very similar to ours in terms of the types of classes required.

California State University, Fullerton - Online Certificate in Forensic Science. Our program differs from CSUF’s in that all of their courses are online which do not count towards the training requirements needed for crime scene certification by the International Association for Identification.

LAMC’s student population is extremely underserved in that there are no colleges or universities in the Northern part of Los Angeles County that offer a crime scene technology program. Our students are further challenged because if they wanted to attend a crime scene technology program, they would be forced to travel a significant distance. There are numerous law enforcement agencies in the Northern part of Los Angeles County for whom we can also provide in-service training.

There are no colleges in the northern region of the county of Los Angeles that have similar programs.