

NEW PROGRAM REQUEST FORM
For
Community Colleges/Technical Colleges/Technical Schools

Barton County Community College
Institution Submitting Proposal

Corrections
Title of Proposed Program

Workforce Training & Community Education
Academic Unit

Degree
Degree/Certificate Program

CIP Code	43.0102
Proposed Date of Initiation	Spring 2008
Specialty Accrediting Agency	None
Location(s) Program Offered	On-campus, outreach sites and online
Name and Title of Contact Person	Elaine Simmons--Dean of Workforce Training and Community Education

Date of KBOR Approval _____

Signature of KBOR Official _____

Date: _____

Barton County Community College

Corrections Degree Program

Program Description and Information

Program Objectives

The corrections degree program will provide education and training to develop a highly skilled, competent workforce to meet the demands of the corrections industry.

The degree will include learning components that will assist students with basic knowledge of the corrections industry and upon completion, the student will demonstrate competence in the following areas:

- Demonstrate appropriate interpersonal communication skills within the corrections environment
- Outline codes of behavior applicable to a corrections career
- Identify procedures, practices and processes within the correctional system
- Demonstrate appropriate written skills to enhance job performance

Relationship to Institution's Mission

The mission of Barton County Community College is to deliver educational opportunities that improve the lives of students, meet the workforce needs of the region and strengthen its communities.

The corrections degree meets the institution's mission to improve the lives of students by providing education and training to obtain employment, increase earning ability, and qualify for promotion.

The program meets the workforce needs of the region by responding directly to an industry request to develop a well trained, qualified and committed employee pool to address current and future employee needs. The Kansas Department of Corrections currently operates eight correctional facilities in 12 different Kansas communities. According to information contained in the Fiscal Year 2007 annual report, the Kansas Department of Corrections currently operates a \$273.3 million dollar budget with 3,174.7 staff positions (2,000 staff positions are uniformed positions).

This degree program strengthens communities through its service to the corrections industry and enhances the ability of the Kansas Department of Corrections to meet their mission:

The Department of Corrections, as part of the criminal justice system, contributes to the public safety and supports victims of crime by exercising safe and effective containment and supervision of inmates by managing offenders in the community and actively encouraging and assisting offenders to become law-abiding citizens.

Program Description and Admission & Graduation Requirements

The corrections program prepares students to work for federal or state correctional facilities, juvenile detention centers, state or county jails or other employment organizations within the community correctional arena such as parole and/or probation officers. The program will also

serve to enhance the skills of incumbent employees in the correctional setting. The corrections industry is responsible for the safekeeping of individuals who have been arrested, are awaiting trial, or who have been tried and convicted of a crime and are sentenced to serve time in a correctional institution. Graduates of this program will have the skill set to obtain tactical, managerial and/or administrative positions within the industry.

Graduation Requirements

Students must complete the required 65 credit hours for an Associate in Applied Science degree; of which 45 credit hours must consist of corrections coursework, 15 credit hours must consist of general education requirements in the areas of written communications, psychology, math, sociology and foreign language and 5 credit hours will consist of other required coursework; Computer Concepts and Applications and Spanish for the Workforce. Students must complete at least 15 credit hours from Barton County Community College. Achievement of an overall 2.0 grade point average is required to be eligible for graduation.

Coursework (Pre-requisites, Required and Elective)

65 Credit Hour Degree Plan

45 Credit Hours of Correction Coursework

15 General Education Credits

3 Credit Hours – English Composition I or Business English

3 Credit Hours – English Composition II or Technical Communications

3 Credit Hours – General Psychology

3 Credit Hours – Technical Math

3 Credit Hours – Juvenile Delinquency

5 Credit Hours of Other Required Coursework

3 Credit Hours – Computer Concepts & Applications

2 Credit Hours – Spanish for the Workforce

Program Admission

Students entering the program must be high school graduates or possess a GED certificate.

Corrections Curriculum Course Descriptions

NOTE: The courses listed below are “suggested” at this time. They will be reviewed by the Department of Corrections (DOC) team and will be further determined in support of the DOC’s education and training needs, while meeting the KBOR requirements for new programs.

ENGL 1200 Business English-This course stresses correct word usage, grammatical structure, punctuation and mechanics, and gives the student practice in writing various types of business communications. The course is recommended for business students who need more experience in Business English prior to their work experience OR

ENGL 1204 English Composition I-An approach to purposeful writing stressing self-expression through written communication by logical presentation of ideas with emphasis on content, organization, and mechanics.

Prerequisites: Successful completion of Intermediate English with a grade of C or better; or ASSET Writing Skills score of 40; or ACT English score of 17; or SAT Verbal score of 360; or Accuplacer Writing Skills score of 69 or Compass Writing Skills score of at least 55 AND

Intermediate Reading with a grade of C or better or ASSET Reading Skills score of at least 40 or ACT Reading score of at least 18 or Accuplacer Reading Skills score of at least 69 or Compass Reading Skills score of at least 75

ENGL 1236 Technical Communications-This course is designed primarily for the student who needs training and practice in writing skills pertaining to his own field. It will involve familiarity with journals, research techniques, report and letter writing and basic mechanical skills OR

ENGL 1206 English Composition II-This course builds on the skills mastered in the pre-requisite course and is a study of advanced problems in composition, emphasizing rhetorical and logical tools in argument development. A series of essays on controversial issues or problems, which lead to a final documented research essay, will train students both to interpret evidence well and to argue persuasively. The course will increase the student's ability to analyze and evaluate arguments and to express ideas clearly, concisely, logically and persuasively.

Prerequisites: ENGL 1204 English Composition I with a grade of C or better

BSTC 1036 Computer Concepts and Applications-This course is an introduction to the most common software applications and includes hands-on use of microcomputers and some of the major commercial software. These software packages should include typical features of office suites such as word processing, spreadsheets, database systems, and other features found in current software packages. On course completion, students will understand common applications and be able to use selected features of these packages.

Prerequisites: Keyboarding or typing knowledge required.

MATH 1806 Technical Mathematics-This course covers the mathematics needed by students enrolled in technical or trade programs. The emphasis will be on application in solving problems encountered in vocational fields; the student will be exposed to a broad coverage of arithmetic, algebra, geometry and basic statistics. The metric system and measurement techniques will also be covered.

Prerequisites: MATH 1809 Basic Applied Mathematics with a grade of C or better or MATH 1811 Preparatory Mathematics with a grade of C or better, or ASSET Numerical Skills score of at least 40 or ACT Math score of at least 17 or SAT Mathematics score of at least 400 or Accuplacer score Arithmetic Skills score of at least 70.

SOCI 1110-Juvenile Delinquency-A survey of approaches, both theoretical and applied. Emphasis on the nature, extent, and causes of delinquency; characteristics of delinquency and related factors; modern measures of treatment and prevention; laws pertaining to juveniles; detention and processing of juveniles by law enforcement, other criminal justice agencies, and social service agencies.

Prerequisite: SOCI 1100 Intro to Sociology with a grade of C or better or JUST 1600 Intro to Criminal Justice with a grade of C or better or consent of instructor.

PSYC 1000 General Psychology-This course provides a broad overview of the theories and research findings associated with the scientific study of behavior and mental processes. Topics covered may include research techniques, the biological influences on behavior, development, sensation and perception, motivation and emotion, intelligence, consciousness, learning, memory, the role of psychological factors in health, personality, mental disorders and their treatment, and social influences on behavior.

LANG 1933 Spanish for the Workforce-This course provides a study of workplace Spanish for non-Spanish-speaking employers and employees who need to enhance communication in the workplace, with both colleagues and customers. The curriculum utilizes phonetic encoding to address Spanish commands, questions, and phrases critical in the workplace.
(Articulated from Department of Corrections.)

CRIM 1606 Introduction to Law Enforcement-An introduction to law enforcement operations and procedures including organization and administration. Emphasizes the police role in society and operational procedures including trial processes, human relations, career orientation, and research areas.

CORR 1000 Corrections Emergency Response Team-This course will focus on emergencies within a detention facility. Students will learn how to respond to incidents, riots, cell extractions and/or disturbances possibly involving uncooperative or violent inmates. Team building and motivation will be stressed as an integral part of building an emergency response team.

*****CORR 1001 Directed Independent Study/Corrections***-Directed independent study is a structured learning experience offered as an extension of the regular curriculum. It is intended to allow students to broaden their comprehension of the principles of, and their grasp of competencies associated with corrections. Its purpose is to supplement existing courses with individualized, in-depth learning experiences. Such learning experiences may be undertaken independent of the traditional classroom setting, but will be appropriately directed and supervised by regular instructional staff.

*****CORR 1022 Corrections Internship***-Individual study in a specialized area of the corrections system with emphasis on practical experience in one or more of the operational agencies.

CORR 1023 Introduction to Corrections-This is an introductory study of the field of corrections. It covers the correctional process of probation, institutions, and parole. It also covers a survey of correction careers and correction theories.

CORR 1024 Communications in Corrections-This course is designed to include the basic concepts of interpersonal and written communications adapted to the specific tasks encountered in the corrections profession. There will be heavy concentration in dealing with non-verbal versus verbal communication, conflict and cooperation, proper grammar and writing informative and proper corrections reports. The actual class time will be spent in group discussions, structured exercises to build vocabulary, written communication, oral communication and narrative report writing for the corrections field.

*****CRIM 1612 Criminal Investigation***-This course covers the basic principles used in crime scene protection; interviewing complainants, suspects and victims, crime scene search; collection and preservation of physical evidence. Additional topics covered are post-mortem changes; cutting and stabbing wounds; firearm wounds and investigation of specific types of deaths are taught.

(**This course may be substituted with a class related to the awareness, interaction and management of gangs, AIDS inmates, etc.)

Corrections Courses, not yet developed:

- Corrections Institutions and Issues
- Human Relations in Corrections
- Negotiating Corrections Incidents
- Correctional Supervision
- Counseling in Corrections (Case Management)
- Legal Issues in Corrections

(See Appendix A for degree template.)

Program Specialties:

The following courses are articulated for the 200 hours of Department of Corrections Basic Training that all DOC employees are required to complete for employment purposes. (15 credit hours):

*****CORR?? –Department of Corrections Basic Training***

Degree Plan

The current intent is to deliver the corrections program using an accelerated 10-week cycle model. The majority of the general education courses will be taken on-line or at an outreach site. This flexibility will provide students the opportunity to potentially complete their degree in two years, with the option of only attending “live” class once a week. Dependent on input from the Department of Corrections, the delivery of the entire degree program may shift to a hybrid and/or online format.

<u>1st Year</u> First 10-weeks (Cycle 1)	2 nd 10-weeks (Cycle 2)	3 rd 10-weeks (Cycle 3)	4 th 10-weeks (Cycle 4)	5 th 10-weeks (Cycle 5)
<u>Live</u> <ul style="list-style-type: none"> • Introduction to Law Enforcement <u>On-Line</u> <ul style="list-style-type: none"> • Business English or English Composition I 	<u>Live</u> <ul style="list-style-type: none"> • Corrections Emergency Response Team <u>On-Line</u> <ul style="list-style-type: none"> • Computer Concepts and Applications 	<u>Live</u> Communications in Corrections <u>On-Line</u> <ul style="list-style-type: none"> • Technical Communications or English Composition II 	<u>Live</u> <ul style="list-style-type: none"> • **Criminal Investigation 	<u>Live</u> <ul style="list-style-type: none"> • Correction Institutions and Issues (new) <u>On-Line</u> <ul style="list-style-type: none"> • Technical Mathematics
<u>2nd Year</u> First 10-weeks (Cycle 6)	2 nd 10-weeks (Cycle 7)	3 rd 10-weeks (Cycle 8)	4 th 10-weeks (Cycle 9)	5 th 10-weeks (Cycle 10)
<u>Live</u> <ul style="list-style-type: none"> • Human Relations in Corrections (new) 	<u>Live</u> <ul style="list-style-type: none"> • Negotiating Corrections Incidents <u>On-Line</u>	<u>Live</u> <ul style="list-style-type: none"> • Correctional Supervision 	<u>Live</u> <ul style="list-style-type: none"> • Counseling in Corrections (Case Management) 	<u>Live</u> <ul style="list-style-type: none"> • Legal Issues in Corrections

<u>On-Line</u> • Juvenile Delinquency	• General Psychology		• Spanish for the Workforce (Corrections)	
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Competency Profile

NOTE: The competencies listed below are “suggested” at this time. They will be reviewed by the Department of Corrections (DOC) team and will be further determined in support of the DOC’s education and training needs, while meeting the KBOR requirements for new programs.

Upon completion of the corrections program, students will have an understanding of the following:

1. Being aware of others' reactions and understanding why they react the way they do.
2. Talking to others to effectively convey information.
3. Knowing how to find information and identifying essential information.
4. Identifying the nature of problems.
5. Policies, guidelines and laws governing correctional facilities or jails.
6. Methods of physical control, self-defense, and first aid.
7. Internal procedures relating to evidence seizure and control.
8. Principles of leadership, resource allocation, and the coordination of people and resources.
9. Principles and procedures for personnel recruitment, selection, and training.
10. The structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.
11. Listen to and understand information and ideas presented through spoken words and sentences.
12. Communicate information and ideas in speaking so others will understand.
13. Read and understand information and ideas presented in writing.
14. Communicate information and ideas in writing so others will understand.
15. Tell when something is wrong or is likely to go wrong. It does not involve solving the problem, only recognizing there is a problem.
16. Combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).
17. See details at close range (within a few feet of the observer).
18. Use short bursts of muscle force to propel oneself (as in jumping or sprinting), or to throw an object.
19. Concentrate and not be distracted while performing a task over a period of time.
20. See details at a distance.
21. Exert maximum muscle force to lift, push, pull, or carry objects.
22. Supervise inmate activities.
23. Applies knowledge of inmate rights.
24. Ensure safety of inmates.
25. Assesses emergency situations
26. Controls critical incidents.
27. Exercises judgment in stressful conditions.
28. Maintains confidence and self-control.
29. Maintains order and discipline.
30. Controls contraband.
31. Follow security procedures.
32. Reports incidents and potential hazards.
33. Maintains physical control.
34. Complies with use of force policies.

35. See objects or movement of objects to one's side when the eyes are focused forward.
36. See details of objects at a close range (within a few feet of the observer).
37. Exert one's self physically over long periods of time.
38. Investigates inmate complaints and incidents and initiates corrective action.
39. Conducts inspections to ensure compliance with institutional operations and guidelines.
40. Prepares logs and reports related to staff or inmate activity.
41. Monitors the conduct of prisoners, according to established policies, regulations, and procedures, to prevent escape or violence.
42. Takes prisoner into custody and escorts to locations within and outside of facility, such as visiting room, courtroom, or airport.
43. Inspects locks, window bars, grills, doors, and gates at correctional facility, to prevent escape.
44. Uses weapons, handcuffs, and physical force to maintain discipline and order among prisoners.
45. Searches prisoners, cells, and vehicles for weapons, valuables, or drugs.
46. Records information, such as prisoner identification, charges, and incidences of inmate disturbance.

Curriculum Integration Plan

Barton is currently meeting with the Secretary of Corrections and other members of the state corrections team to identify curriculum integration possibilities. In addition, Barton will visit with area high schools to determine potential interest in the development of 2+2 programs.

Barton currently has a 2+2 agreement with Washburn University for the criminal justice program. Additional contacts are in process to determine Washburn's interested in partnering for the development of a 2+2 corrections program.

Specialized Accreditation

There is not an accrediting agency for this degree program. The Kansas Department of Corrections contacted Barton to discuss their interest and need for the development of a corrections program. Members of the state corrections team are serving to assist with the development of the program curriculum in order to their needs, while fulfilling KBOR requirements.

Faculty Requirements

Qualifications and/or Certifications

When determining acceptable qualification of Barton's faculty, the institution gives primary consideration to the highest earned degree in the discipline in accordance with the Higher Learning Commission. Barton also considers competence and effectiveness, including appropriate, undergraduate and graduate degrees, related work experiences in the field, professional licensure and certifications. Barton's plan for the employment of faculty in this degree program is to actively pursue applicants that are currently employed by correctional facilities. In all cases, the institution is responsible for justifying and documenting qualifications of the faculty members.

Demand for the Program

Employer Demand/Anticipated Openings/Labor Market Needs/Future Employment Projections

The Kansas Department of Corrections has identified an existing skilled labor shortage that threatens to interfere with the Department of Corrections mission statement.

In conversations with the Secretary of Corrections and his immediate staff, the intent for training a “newly” skilled work force in the corrections area is an immediate need. Turnover rates are very high in the correctional arena and the Secretary of Corrections believes that education and training will improve the longevity of employees. Information from the Department of Corrections concerning location of uniformed vs. non-uniformed workers by location, operational staffing levels, vacancy’s in uniformed staff and turn over in uniformed staff positions is shown below. This information was obtained from the 2007 Kansas Department of Corrections Annual Report.

**Human Resources (cont'd)**

Graphs—Staffing Levels

Authorized FTE by Location and Uniformed vs. Non-Uniformed—FY 2007

KDOC Authorized Staffing FY 2007			
Location	Total FTE	Uniformed	Non-Uniformed
Facilities			
El Dorado	467.0	352.0	115.0
Ellsworth	224.0	149.0	75.0
Hutchinson	518.0	354.0	164.0
Lansing	698.0	525.0	173.0
Larned	187.0	133.0	54.0
Norton	268.0	193.0	75.0
Topeka	254.0	161.0	93.0
Winfield	203.0	133.0	70.0
Subtotal-Facilities	2819.0	2000.0	819.0
Parole Services	160.5		160.5
Correctional Industries	56.0		56.0
Central Office	139.2		139.2
Total	3174.7	2000.0	1174.7
<i>% of Total</i>		63.0%	37.0%

Operational Staffing Levels—FY 2006

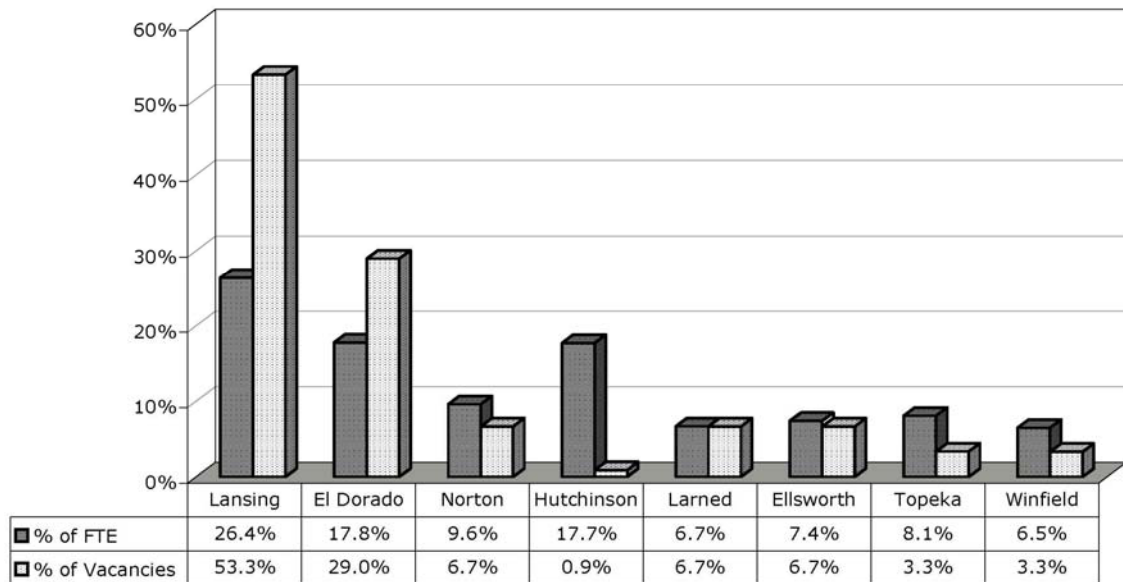
PERCENTAGE OF ALL SHIFTS WHICH OPERATED ABOVE, AT AND BELOW OPERATIONAL STAFFING LEVELS BY FACILITY — FY 2006			
Facility	% Above Operational Staffing	% At Operational Staffing	% Below Operational Staffing
El Dorado	28.3	52.9	18.3
Ellsworth	36.3	35.2	28.5
Hutchinson	43.5	52.5	4.0
Lansing	14.1	73.7	12.2
Larned	97.8	2.2	0.0
Norton			
Central	14.9	31.0	54.1
East	72.7	27.1	0.2
Topeka	20.3	79.6	0.1
Winfield			
Central	75.3	23.8	0.8
Wichita Work Release	30.3	66.5	3.2



Human Resources (cont'd)

Graphs—Turnover

Vacancies in Uniformed Staff (As of December 31, 2006)



Facility	FTE	Vacancies
Lansing	525	32
El Dorado	353	8
Hutchinson	353	2
Norton	190	4
Topeka	161	2
Ellsworth	148	4
Larned	133	4
Winfield	129	4
1992	60	

Turnover in Uniformed Staff Positions by Facility for FY 2006

	FTE*	FY 06 Separations	Turnover Rate
El Dorado	353	120	34.0%
Lansing	524	129	24.6%
Hutchinson	353	70	19.8%
Larned	133	34	25.6%
Winfield	130	33	25.4%
Ellsworth	148	44	29.7%
Topeka	161	26	16.1%
Norton	190	38	20.0%
1992	494	122	24.8%

Student Demand

Barton began a staff education program at Ellsworth Correctional Facility during the spring 2007 semester. One class, Introduction to Law Enforcement, has been completed. There were 14 students enrolled in this class that met from March 5-May 7, 2007. The second course offering, Corrections Emergency Response Team, began on May 24, 2007. There are six students enrolled. Barton has been contacted by individuals working in other correctional facilities about the availability of this program at their facilities.

The Kansas Department of Corrections will assist Barton in the recruitment of current correctional employees and also the recruitment of interested parties not currently employed in the industry. Federal financial aid is available for students that qualify as well as the Barton Incentive scholarship. Upon completion of this degree program, students already employed in the corrections industry may expect increases in salary and possible promotional opportunities. The Department of Corrections is considering the adoption of a hiring system that would recognize applicants who have completed the corrections program with higher wages and potential advanced positions.

Target Audience

The program has been requested by the Department of Corrections to assist with the development of a pool of qualified employees to meet industry demands. There are two primary target audiences for this program; the incumbent and the emergent workforce.

Local Demand and Support/ Business-Industry Partnerships

Barton has provided inmate education at Ellsworth Correctional Facility in both a formal and informal setting for approximately five years. The institution is also working to implement similar programming at Larned Correctional Mental Health Facility and currently serves students at Larned Juvenile Correctional Facility with a concurrent education program.

Requests for staff education have been requested by the Secretary of Corrections on behalf of the Kansas Department of Corrections. Warden Sam Cline, previously with Ellsworth Correctional Facility and now warden at Hutchinson Correctional Facility is also supportive of the development of a corrections program. Warden Cline's support results from his knowledge of the industry's need and also in recognition of Barton's involvement with inmate education during his tenure at Ellsworth.

Duplication of Existing Programs

In the state of Kansas, there are several colleges that list a "corrections degree" however, when reviewing the curriculum; the institutions offer only two-three corrections courses within a criminal justice program. Kansas City, Kansas, does have a one-year certificate in corrections. Based on this information, the Kansas Secretary of Corrections, requested that Barton develop a degree program specific to corrections.

Cost and Funding of the Proposed Program

Adequate Resources (staff requirements, advising, physical facilities, equipment, instructional materials, contractual services, clinical placements, apprenticeships, etc.)

Classes will be taught in-house at area correctional facilities or potentially online; thus, additional full-time staff, facilities, equipment or instructional materials will not be needed. All instructors will be associate faculty. Advising will be handled by the Executive Director of Business, Technology and Community Education.

The only anticipated expenses will be associate faculty wages, marketing costs and stipends related to training faculty to create online/hybrid courses.

Impact Analysis

The impact of this degree program will be measured by the numbers of students trained and number of students employed. In addition to the number of credit hours generated, this program will track degrees awarded. Where possible, employment statistics, including new hires and promotions will be recorded.

Resources for Funding

Barton will be responsible for the funding of this program using income generated from tuition and fees. Grant funding will also be researched.

Program Review and Assessment

Program Assessment

Due to changes in Perkins funding, assessment plans will be undergoing major changes over the next year. An assessment plan will be developed for this program.

Program Review

Barton County Community College administers program reviews every year. The corrections program will develop a mission and vision statement in addition to goals for the program. Each year, the program goals will be reviewed and adjusted as appropriate and/or needed. With changes forthcoming in the new Perkins legislation, program reviews will include more in-depth participation of the advisory board reviewing these program reviews.

Evaluation

Students will evaluate the courses and instructors on a semester basis. Classroom visitations and annual performance reviews will be conducted by Barton's Executive Director of Business, Technology, and Community Education.

New Program Curriculum Committee/Program Advisory Committee

The Secretary of Corrections for the Kansas Department of Corrections and his immediate staff will serve as the steering committee for the development of the curriculum in this program area.

Staff at area correctional facilities will also serve as valuable resources for the program and will be instrumental in developing new courses.

Barton's Lee Turner Advisory Board has also endorsed the development of the corrections degree program.

The following are the short-term and long-term goals for the proposed program:

Short-term goals

- Complete development of all new corrections courses
- Offer program at additional area correctional facility

Long-term goals

- Create all corrections courses for online delivery
- Research possibility of marketing degree across the state

(See Appendix B for Lee Turner Advisory Board endorsement.)

(See Appendix C for letters of support from industry.)

APPENDIX A
(Degree Template)

Associate of Applied Science in Corrections Degree Template

Total Hours Required: 65

Major Core Required Courses

CRIM	1606	Introduction to Law Enforcement	3 hrs
CORR	1000	Corrections Emergency Response Team	3 hrs
CORR	1024	Communications in Corrections	3 hrs
CRIM	1612	Criminal Investigation**	3 hrs
(new)		Correctional Institutions and Issues	3 hrs
(new)		Human Relations in Corrections	3 hrs
(new)		Negotiating Corrections Incidents	3 hrs
(new)		Correctional Supervision	3 hrs
(new)		Counseling in Corrections (Case Management)	3 hrs
(new)		Legal Issues in Corrections	3 hrs
Total == 30 hours			

**This course may be changed to a corrections course on dealing with gangs, AIDS inmates, etc.

Hours Articulated from 200 Hour Department of Corrections Basic Training

CORR	??	Department of Corrections Basic Training	1-20 Hrs
Total == 15 hours			

General Education Requirements

ENGL	1204 or 1200	English Composition I Or Business English	3 hrs
ENGL	1206 or 1236	English Composition II Or Technical Communication	3 hrs
PSYC	1000	General Psychology	3 hrs
MATH	1806	Technical Mathematics	3 hrs
SOCI	1110	Juvenile Delinquency	3 hrs
Total == 15 hours			

Additional Required Course

BSTC	1036	Computer Concepts & Applications	3 hrs
LANG	1933	Spanish for the Workforce	2 hrs
Total == 5 hours			

APPENDIX B
(Lee Turner
Advisory Board Support)

April 12, 2007

Kansas Board of Regents
1000 SW Jackson – Suite 520
Topeka, KS 66612-1368

To Whom It May Concern:

We the undersigned, as members of Barton's Criminal Justice/Corrections Advisory Board, fully support the development of a Corrections Program by Barton County Community College. There is a great need for currently employed corrections officers to obtain their degrees to increase their ability to advance within their facility. Additionally, receiving training directly related to the corrections area greatly enhances their current abilities in their current positions of working with inmates.

<u>Amos B. Berger</u> Name	<u>Director - ^{Central KS} Community Corrections</u> Title
<u>Bruce Causy</u> Name	<u>SHERIFF - BARTON CO.</u> Title
<u>Kevin D. P. Deane</u> Name	<u>Chief / Ellinwood P.D.</u> Title
<u>Bob Bernani</u> Name	<u>Captain Great Bend P.D.</u> Title
<u>Robert Brundage</u> Name	<u>Chief, Claflin P.D.</u> Title
<u>Stephen F. Holmes</u> Name	<u>Chief, Pratt P.D.</u> Title
<u>Kenton Logg</u> Name	<u>Chief Heisington P.D.</u> Title
<u>David L. Smith</u> Name	<u>SHERIFF - ELLINWOOD</u> Title
<u>M. A. A.</u> Name	<u>Director of Emerg. Comm.</u> Title
_____ Name	_____ Title

APPENDIX C
(Industry Letters of Support)

April 9, 2007

Barton County Community College
LaVonne Gerritzen
245 NE 30 Road
Great Bend, Kansas 67530

Dear Ms. Gerritzen:

I am writing in support of a proposal to establish a Corrections Degree at Barton County Community College.

The Department of Corrections currently employs over 3200 individuals in correctional facilities and field services. These individuals have critical roles regarding public safety, changing offender behavior, and preparing offenders for successful return to the communities. Although these roles are part of the overall criminal justice system, they have unique aspects that require specialized knowledge and skills.

A program that is specific to corrections will serve to provide the department with a pool of potential employees who are better prepared to carry out the department's mission, thereby resulting in a safer Kansas, as well as more effective utilization of the state's resources. This will be accomplished through a workforce that is more knowledgeable regarding correctional practices and programs that research shows to be the most effective, whether those are delivered in facilities or in the community.

Corrections today is much more than incarcerating individuals and tracking them in the community. Although these tasks are important, programs and practices that change offender behavior and criminal thinking are necessary. Educational programs for staff that are specifically designed to better accomplish all of the roles of corrections will be quite beneficial to the Kansas Department of Corrections.

Sincerely


Roger Werholtz
Secretary

April 6, 2007

To Whom It May Concern:

As warden of the Ellsworth Correctional Facility, I would like to express my support of the plan offered by Barton County Community College for a Corrections-specific degree program. Our facility has 153 uniformed officers who have often expressed their concerns regarding availability for Corrections-related curricula based on the actual prison environment as it exists in Kansas. The proposal offered by Barton County would be of immense interest not only to the employees of ECF, but also to more than 3,000 Kansas Department of Corrections employees across Kansas who would like to be able to access this degree offering.

I strongly support Barton County Community College in their efforts to gain Regents approval for a Corrections degree.

Sincerely,



Sam Cline, Warden
Ellsworth Correctional Facility

IMPLEMENTATION YEAR 2007

Fiscal Summary for Proposed Academic Programs

Institution: **Barton County Community College**

Proposed Program: **Corrections Degree**

Part I. Anticipated Enrollment	Implementation Year	
	Full-Time	Part-Time
A. Headcount:		15-25
B. Total SCH taken by all students in program	27 hours per year	
Part II. Program Cost Projection		
A. In <u>implementation</u> year one, list all identifiable General Use costs to the academic unit(s) and how they will be funded..		
	Implementation Year	
<u>Base Budget</u>	Seven courses – seven associate faculty pay at approximately \$1,400 per instructor == \$9,800	
Salaries		
Other Expenses	Marketing – approximately \$3,000	
	Online Training (to teach faculty in creating online coursework – honorariums, mileage, etc) – approximately \$3,000	
Total	\$15,800	

Indicate source and amount of funds:

All funded by Barton – offset the expenses with tuition and fees