Administration of Justice

A.A. Degrees and Certificates of Achievement

Law Enforcement, Option 1
Law Enforcement, Option 2 (Police Academy)
Corrections Option

Program Learning Outcomes: After completing the Administration of Justice major a student will be able to:

- define and utilize key terms, concepts, and theories in the criminal justice system.
- demonstrate an understanding of the history, structure, and processes of law enforcement, the judicial system, correctional system, and the juvenile justice system.
- reflect critically on developments in criminal justice policy and the relationship of these policies to the wider political and social environment.
- compare and evaluate diverse and competing arguments and analysis in disciplinary (justice system) and interdisciplinary contexts.
- interpret, assess and compare competing types of evidence and data.
- demonstrate an ability to effectively communicate orally and in writing the results of their analysis and understanding.

After completing the Administration of Justice major, students transferring to a four-year institution will be prepared for additional study in the following areas: Administration of Justice, Law Enforcement, Correctional Administration, Social Science, Pre-Law.

South Bay Regional Public Safety Training Consortium

As a member of the South Bay Regional Public Safety Training Consortium, Gavilan College offers courses for students who are interested in Correctional Officer, Law Enforcement, Reserve Police Officer, Dispatcher, Fire Technology, Probation Officer, or Juvenile Hall Counselor careers. The Consortium is funded by all colleges regionally to provide vocational specific training which may require special facilities, special training conditions or is presented outside of the regular schedule of college classes.

The application and registration process is completed at the South Bay Regional Public Safety Training Consortium Center located near the Evergreen Valley College campus. Although open to the public, the majority of these courses are intended to serve the “already employed”. If you have questions about these courses, or if you would like information about a career in any of these programs, please call (408) 270-6458 or visit the webpage at www.theacademy.ca.gov.
Law Enforcement, Option 1 \textit{A.A. Degree and Certificate of Achievement}

To receive an \textbf{ASSOCIATE'S DEGREE} complete:

\begin{itemize}
  \item [\textbf{REQUIREMENTS} listed below.]
  \item [\textbf{GENERAL EDUCATION REQUIREMENTS} (Gavilan, IGETC or CSU pattern),
  plus sufficient electives to meet a 60 unit total. See pages 47-57.]
\end{itemize}

\textbf{REQUIREMENTS:}

\begin{itemize}
  \item AJ 10 Introduction to the Administration of Justice \hspace{2cm} 3 units
  \item AJ 12 Criminal Procedures \hspace{2cm} 3 units
  \item AJ 14 Criminal Law \hspace{2cm} 3 units
  \item AJ 16 Introduction to Evidence \hspace{2cm} 3 units
  \item AJ 18 Community and Human Relations \hspace{2cm} 3 units
\end{itemize}

Choose 6 units:

\begin{itemize}
  \item AJ/CMUN/POLS/PSYC 6 Introduction to Conflict Resolution \hspace{2cm} 3 units
  \item AJ 19 Introduction to Investigation \hspace{2cm} 3 units
  \item AJ 20 Juvenile Law and Procedure \hspace{2cm} 3 units
  \item AJ 21 Narcotics and Drug Abuse \hspace{2cm} 3 units
  \item AJ 24 Administration of Justice Interviewing & Report Writing \hspace{2cm} 3 units
  \item AJ 32 Crime and Delinquency \hspace{2cm} 3 units
  \item AJ 173 Fundamentals of Probation and Parole \hspace{2cm} 3 units
  \item AJ 176 Criminal Street Gangs \hspace{2cm} 3 units
\end{itemize}

\textbf{Total Units Required:} \hspace{2cm} 21 UNITS

The law enforcement program provides a course of study to prepare students for employment in private security and public law enforcement agencies, including: state parks, municipal police, game wardens, probation officers, county deputy sheriffs, county and state correctional officers and the federal government.

The associate's degree program will prepare students for transfer to UC and CSU bachelors programs (if the IGETC or CSU GE pattern is chosen.)

The certificate program is an option for students whose employment objectives are with agencies who require less than an A.A. degree.

\textbf{NOTE:} A course may be used to satisfy both general education and major courses. See "Double Counting Rule" on page 41.

Law Enforcement, Option 2 \textit{A.A. Degree and Certificate of Achievement}

To receive an \textbf{ASSOCIATE'S DEGREE} complete:

\begin{itemize}
  \item [\textbf{REQUIREMENTS} listed below.]
  \item [\textbf{GENERAL EDUCATION REQUIREMENTS} (Gavilan, IGETC or CSU pattern),
  plus sufficient electives to meet a 60 unit total. See pages 47-57.]
\end{itemize}

\textbf{REQUIREMENTS:}

\begin{itemize}
  \item JLE 100 Basic Police Academy \hspace{2cm} 22 units
\end{itemize}

Choose 6 units:

\begin{itemize}
  \item AJ/CMUN/POLS/PSYC 6 Introduction to Conflict Resolution \hspace{2cm} 3 units
  \item AJ 19 Introduction to Investigation \hspace{2cm} 3 units
  \item AJ 20 Juvenile Law and Procedure \hspace{2cm} 3 units
  \item AJ 21 Narcotics and Drug Abuse \hspace{2cm} 3 units
  \item AJ 24 Administration of Justice Interviewing & Report Writing \hspace{2cm} 3 units
  \item AJ 32 Crime and Delinquency \hspace{2cm} 3 units
  \item AJ 173 Fundamentals of Probation and Parole \hspace{2cm} 3 units
  \item AJ 176 Criminal Street Gangs \hspace{2cm} 3 units
\end{itemize}

\textbf{Total Units Required:} \hspace{2cm} 28 UNITS

The law enforcement program provides a course of study to prepare students for employment in private and public law enforcement agencies.

For specific police academy information and scheduling, contact the South Bay Regional Public Safety Training Consortium. See ad on page 66.

Four-year colleges may differ in their major preparation requirements for transfer. Consult with a counselor regarding transfer requirements.

\textbf{NOTE:} A course may be used to satisfy both general education and major courses. See "Double Counting Rule" on page 41.
Corrections is that part of the criminal justice system that deals with both juveniles and adults who have been charged with or convicted of a criminal offense. It involves working with the individual at the local, state, or federal level of government.

Corrections professionals subscribe to the philosophy of protecting society and aiding in the rehabilitation of the offender. The Corrections Option is designed to expose the student to different aspects of the correctional system.

### Corrections Option A.A. Degree

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 10</td>
<td>Introduction to the Administration of Justice</td>
<td>3</td>
</tr>
<tr>
<td>AJ 12</td>
<td>Criminal Procedures</td>
<td>3</td>
</tr>
<tr>
<td>AJ 14</td>
<td>Criminal Law</td>
<td>3</td>
</tr>
<tr>
<td>AJ 170</td>
<td>Introduction to Corrections</td>
<td>3</td>
</tr>
<tr>
<td>AJ 171</td>
<td>Institutional Supervision &amp; Treatment of the Offender</td>
<td>3</td>
</tr>
</tbody>
</table>

Choose 6 units:

- AJ/CMUN/POLS/PSYC 6  Introduction to Conflict Resolution (3 units)
- AJ 19  Introduction to Investigation (3 units)
- AJ 20  Juvenile Law and Procedure (3 units)
- AJ 21  Narcotics and Drug Abuse (3 units)
- AJ 24  Administration of Justice Interviewing & Report Writing (3 units)
- AJ 32  Crime and Delinquency (3 units)
- AJ 173  Fundamentals of Probation and Parole (3 units)
- AJ 176  Criminal Street Gangs (3 units)

Total Units Required: 21 UNITS

Plus completion of general education requirements: units vary

Total Units Required: minimum of 60 UNITS

### Corrections Option Certificate of Achievement

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>AJ 170</td>
<td>Introduction to Correctional Administration</td>
<td>3</td>
</tr>
<tr>
<td>AJ 171</td>
<td>Institutional Supervision and Treatment of the Offender</td>
<td>3</td>
</tr>
<tr>
<td>AJ 172</td>
<td>Fundamentals of Interviewing and Counseling</td>
<td>3</td>
</tr>
<tr>
<td>AJ 173</td>
<td>Fundamentals of Probation and Parole</td>
<td>3</td>
</tr>
<tr>
<td>AJ 32</td>
<td>Crime and Delinquency</td>
<td>3</td>
</tr>
<tr>
<td>AJ 190*</td>
<td>Occupational Work Experience/Administration of Justice</td>
<td>3</td>
</tr>
</tbody>
</table>

Recommended AJ electives: AJ 19, 20, 21, 24

Total Units for Certificate of Achievement: 18 UNITS

* Students may substitute one of the recommended electives or obtain approval from the instructor to substitute another course (A course substitution form must then be submitted to the Admissions and Records Office.)

General Education Requirements: A student may complete the Gavilan College AA/AS general education, the CSU-GE Breadth, or the IGETC pattern. Pattern requirements are listed on pages 47-57. See a counselor for details.