

May 3, 2007

**MEMORANDUM**

**To:** Dr. Layton R. McCurdy, Chairman, and Members, Commission on Higher Education

**From:** Dr. Bettie Rose Horne, Chair, and Members, Committee on Academic Affairs and Licensing

**Consideration of Request for Amendment to License**  
**Forrest Junior College, Anderson, SC**  
**A.A.S., Criminal Justice**

**Summary**

Forrest Junior College <[www.forrestcollege.edu](http://www.forrestcollege.edu)> requests approval of an amendment to its license to offer a program leading to the Associate of Applied Science degree in Criminal Justice at its Anderson campus to be implemented in June 2007.

The Commission has licensed Forrest Junior College (FJC) as a degree-granting institution since March 2, 1989. Before that, FJC operated since 1963 as a non-degree granting institution by authority of the State Department of Education. Dr. John Re and Mr. Charles E. Palmer, Jr., are the owners of the for-profit institution, having purchased it from Charles M. Forrest in 1985. Mr. Forrest purchased the school in 1951 from Mr. R. C. Carr, who founded the school in 1946 as the Carolina School of Commerce.

The Accrediting Council for Independent Colleges and Schools (ACICS) has accredited FJC since 1965; the Commission on Accreditation of Allied Health Education Programs (CAAHEP) accredits the medical assisting program.

The Commission currently licenses FJC to offer a program leading to the A.A.S. degree in (1) Medical Assisting and (2) Business Administration with emphases in Accounting, Child Care Management, Computer Repair and Service, Legal

Assisting/Paralegal Studies, Legal Office Administration, Medical Office Administration, Office Administration, and Office Systems Technology. In 2003 CHE granted conditional authorization to the institution to offer a degree leading to the A.S. in General Studies; FJC has not initiated the program because the program is not eligible for accreditation with ACICS. FJC also offers diploma programs for Administrative Office Assistant, Bookkeeper, Computer Repair and Service Technician, Medical Clinical Assistant, Medical Office Assistant, Network Repair and Service Technician, and Phlebotomy. The College also offers a certificate program in Nurse Assisting.

Faculty who teach general education courses must have completed a least 18 graduate semester hours in the teaching discipline and hold at least a master's degree or hold the minimum of the master's degree with a major in the teaching discipline. Faculty who teach professional, occupational, and technical courses must possess appropriate academic preparation (usually a bachelor's degree) or academic preparation coupled with work experience. The minimum academic preparation for faculty teaching in professional, occupational, and technical areas must be in a related field and at the same level at which the faculty member is teaching.

Students applying for admission must provide official transcripts showing that they have a high school diploma or a GED. Tuition is \$110 for each credit hour for U.S. residents and \$190 for each credit hour for non-residents; total tuition for the 90-credit-hour program is \$9,900 and \$17,100 respectively for residents and non-residents. Students are also responsible for textbooks, supplies, student fees, graduation fees, and required course materials. The school projects enrolling 20 students if CHE licenses the program for implementation in April 2007.

Applicants will be advised that some employers require a State Law Enforcement Division (SLED) investigation. Background qualifications for those employed in criminal justice fields vary by state, locale, or employer. Most probation officers and some correctional treatment specialists are required to complete a training program sponsored by the governmental oversight agency (state or federal). Most agencies require applicants to be at least 21 years old and, for federal employment, not older than 37. Those convicted of felonies may not be eligible for employment in criminal justice occupations.

Licensing staff has documented that the institution has the resources necessary to offer the proposed program. The institution has met bonding, library, financial, facility, and faculty requirements.

Tri-County Technical College in Pendleton (approximately 15 miles from FJC) offers a program leading to the Associate in Public Service degree with a major in Criminal Justice Technology and a 27-credit-hour program leading to a certificate in Public Service with a major in Law Enforcement and Corrections Services. Southern

Wesleyan University in Central (approximately 23 miles from FJC) offers a program leading to a B.S. degree in Forensic Science.

The following shows the curriculum content for the Associate of Applied Science degree in Criminal Justice:

<b>Course Number</b>	<b>Course Name</b>	<b>Quarter Credit Hours</b>
CIS100	Introduction to Computers	3.0
CIS125	Internet Basics	1.5
CRJ100	Introduction to Criminal Justice	4.5
CRJ110	Criminal Law	4.5
CRJ115	Criminology	4.5
CRJ120	Constitutional Law	4.5
CRJ130	Police Administration	4.5
CRJ230	Criminal Evidence	4.5
CRJ235	Correctional Systems	4.5
CRJ240	Probation, Pardon, and Parole	4.5
Electives	Criminal Justice Emphasis Area* or 100/200 level electives	13.5
ENG120	English Composition I	4.5
ENG200 or ENG205	English Composition II, or Professional Communications	4.5
SCI120	Principles of Mathematics	4.5
PHI110	Ethics	4.5
SOC125	Principals of Psychology	4.5
SOC130	Introduction to Sociology	4.5
SOC220	American Government	4.5
	General Elective	4.5
	Total Program Quarter Credit Hours	90.0

**\*Students may choose one of the following emphases:**

**Law Enforcement**

CRJ140	Criminal Justice Report Writing	4.5
CRJ225	Police Community Relations	4.5
CRJ260	Criminal Investigations	4.5

**Corrections**

SOC110	Social Problems	4.5
SOC225	Juvenile Delinquency	4.5
CRJ270	Special Problems in Criminal Justice	4.5

**Private Security**

CRJ105	Introduction to Security	4.5
CRJ255	White-Collar Crime	4.5
CRJ260	Criminal Investigations	4.5

## **Recommendation**

The Committee on Academic Affairs and Licensing recommends that the Commission approve Forest Junior College's request to amend the license to offer at its Anderson campus a program leading to the A.A.S. degree in Criminal Justice, to be implemented in June 2007.