



CALIFORNIA STATE UNIVERSITY, LONG BEACH
VICE PROVOST FOR ACADEMIC PROGRAMS

Memorandum of Understanding

This MOU has been read and approved by:

Department Chair/Program Director: Brenda Vogel Date: 12/8/2021
Brenda Vogel

Dean, College of HHS : Monica Lounsbery Date: 12/9/2021
Monica Lounsbery

Vice Provost Academic Programs: Jody Cormack Date: 12/9/2021
Jody Cormack



CALIFORNIA STATE UNIVERSITY, LONG BEACH

VICE PROVOST FOR ACADEMIC AFFAIRS

Memorandum of Understanding

School of Criminology, Criminal Justice, and Emergency Management,
Emergency Management Program
College of Health and Human Services
May 2021 (for 2019 review)

This Memorandum of Understanding outlines the consensus reached by the School of Criminology, Criminal Justice, and Emergency Management (CCJEM), Program of Emergency Management (EMER), the College of Health and Human Services, and the Division of Academic Affairs, based on the program review (Self-study 2019; External Review Report September, 2019; and UPRC report October, 2020). It describes the goals to be achieved, and the actions to be undertaken by all parties to this MOU to achieve these goals, during the next program review cycle. Progress toward goals is to be addressed in an annual report.

The School of CCJEM offers a BS in Criminology and Criminal Justice, an MS in Criminology and Criminal Justice (stateside and CPIE degrees), and a certificate in Crime Scene Investigations, which were reviewed separately. The School also offers the MS in Emergency Services Administration through CPIE. The last program review occurred in 2011. The prior Memorandum of Understanding was signed in September of 2013. The program has made progress on previously identified issues.

The program was commended for being the only public, not-for-profit graduate program in emergency management in the State of California, thus uniquely supports the state's employment and civic needs. It was also commended for aligning its program program-level outcomes with the field's Next Generation Core Competencies, and for the promotion of faculty-student research collaboration.

Areas of concern and opportunities for development included: Communicating the program's PLOs on the EMER specific website, in addition to the School of CCJEM website; timely annual assessment that is meaningful to the program to allow for closing the loop and program improvement; the program has the opportunity to build on its pre- and post-test model of assessment measures to more clearly align assessment with program PLOs. Although service learning and research opportunities for students have improved, there is opportunity for continued growth. In addition, the program has an opportunity to align with a new accrediting organization, the Council for the Accreditation of Emergency Management and Homeland Security Education.

It is therefore agreed that the Program and School will:

1. consistently engage in a program of assessment of institutional, programmatic, and

student learning outcomes across the curriculum. The Program will provide an annual update (due June 1) on progress made towards the actions agreed to in this MOU to the CHHS dean, the Vice Provost for Academic Programs, and the Coordinator of Program Review and Assessment. The review cycle will be from 2020-2026. A comprehensive accreditation self-study will be due June 2026 for the 2026/27 External review/UPRC report process.

2. Develop an assessment plan which expands beyond existing pre- and post-test measures to assess program objectives and submit relevant assessment reports to Coordinator for Program Review & Assessment and Vice Provost for Academic Programs according to institutional schedule.
3. Improve visibility and discoverability of the Program Learning Outcomes and the Mission for the Emergency Management Program from the College of Professional & International Education webpages.
4. Continue to develop faculty-student research, service-learning, and other mentoring opportunities further, especially given the online nature of the program.
5. Investigate purpose, benefits, and barriers for seeking accreditation from the Council for the Accreditation of Emergency Management and Homeland Security Education, and determine if accreditation is a goal for the program.
6. Work with the College to develop a hiring plan that meets the program's research, service, and teaching goals.
7. Work with the College to provide support for expanding service-learning and faculty-student research opportunities for graduate students, as resources permit.