

## Grossmont-Cuyamaca Community College District Articulation Agreement

High School Course	Credits	College Course	Units
English for Business (Criminal Justice) 1, 2 (C065, C066)	10.0	AOJ 230	3.0
<b>High school(s):</b>		<b>College:</b>	
Granite Hills High School		Grossmont College	

### Course Prerequisites

None

### Recommended Preparation

None

### College Course Description

This course deals with all aspects of public safety communications. It will cover the techniques of effectively communicating facts, information and ideas in a clear and logical manner for a variety of public safety reports; i.e., crime/violation/incident reports, letters, memoranda, directives and administrative reports. Students will gain practical experience in interviewing, note taking, report writing and testifying.

### Required Content for Articulation

1. Public safety areas of communication.
2. Criminal investigation report writing format.
3. Criminal Investigation information and data collection.
4. Interviewing and note taking.
5. Observation documentation.
6. Draft and final criminal investigation reports.
7. Courtroom Testimony.

### Required Competencies (SLOs) for Articulation

Upon completion of this course, students will be able to do the following:

1. Organize and develop a cohesive written report, synthesizing several sources, defining problems and formulating conclusions.
2. Anticipate and understand the potential uses of written communication in all facets of the criminal justice system.
3. Recognize situations and solutions which embody valid moral and ethical principles accepted by the criminal justice system.
4. Demonstrate an understanding of the basic steps of interviewing.

### Assessment Methods

*A grading system will be established by the instructor and implemented uniformly. Grades will be based on demonstrated proficiency in subject matter determined by multiple measurements for evaluation, one of which must be essay exams, skills demonstration or, where appropriate, the symbol system. Assessments may include the following:*

1. Quizzes that measure student's ability to apply principles related to public safety communication.
2. Written reports of criminal investigation scenarios.

- 3. Written homework assignments and in-class exercises and individual and group presentations that critically analyze various forms of public safety communication.
- 4. Exams, including a comprehensive written final exam which measures students' ability to apply public safety communication principles.
- 5. Credit by Exam.

**Texts and other supporting materials (software, etc.)**

- 1. Parr, Lance A. Report Writing Essentials. Incline Village, NV: Copperhouse Publishing, 2000.
- 2. Miller, Larry and Whitehead, John. Report Writing for Criminal Justice Professionals. 6<sup>th</sup> ed. Boca Raton: CRC Press, 2017.

**Criteria for Course Articulation**

- 1. High school and college teachers attend articulation meetings to determine curriculum alignment and articulation competency rubric.
- 2. Students must pass the high school course with a grade of "B" or higher for **BOTH** semesters of the high school course and have mastered course competencies as identified in the articulation competency rubric.

This agreement was based on Statewide Career pathways Project Template: Yes \_\_\_ No X

Articulation meeting held: **December 2022**

Effective date: **December 1, 2022**

Expiration date: **December 1, 2025**

**High School Signatures**

**Grossmont College Signatures**

Valenzuela, Rachel 4/20/23  
Teacher Date

[Signature] 12-6-22  
Instructor/Division Chair, Grossmont College Date

[Signature]  
Teacher (print name)

Kelly merck  
Instructor/Division Chair (print name)

[Signature] 4/20/23  
Principal Date

Dr. Javier Ayala 4/13/2023  
Dean of Career Education, Grossmont College Date

Christina Wilde  
Principal (print name)

Dr. Javier Ayala  
Dean of Career Education (print name)