

**Public Service: Administration of Justice Department**  
**Mid-Year Progress Report for Academic Year 2014-2015**  
March 2015

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## **Mid-Year Progress**

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#### **Improve our response to community needs through customized educational opportunities, transfer programs, area workforce development, and quality student services**

The Public Services Department has increased opportunities by completing an MOU with Bishop Police Department. This MOU will allow the Public Services Department to offer additional Perishable Skills Program and Continued Professional Training to law enforcement officers and reserve officers in the Inyo and Mono County area. The Academy Director is currently developing additional class offerings through the Commission for Peace Officers Standards and Trainings. Once certified, the Public Services Department will offer these courses under the Special Topics code.

#### **Improve the onboarding/timecard process for Academy Adjunct and Professional Expert instructors**

By working with the Human Resources Department, the Academy Director has developed Power Point presentations that cover the onboarding process for officers wanting to teach in the Academy. The HR department has developed a spreadsheet to track Adjunct and Professional Expert instructors. Although progress has been made, the goal of 100% accuracy has not been achieved.

#### **Improve the completion rates for the Administration of Justice program**

Completion rates have increased for the Public Services department over LY.