Institution Submitting Request: Dixie State College of Utah
Proposed Title: Digital Forensics Certificates
Currently Approved Title: 
School or Division or Location: School of Arts & Letters
Department(s) or Area(s) Location: Humanities Department, Criminal Justice Program
Recommended Classification of Instructional Programs (CIP) Code\(^1\) (for new programs): 43.0116
Current Classification of Instructional Programs (CIP) Code (for existing programs):
Proposed Beginning Date (for new programs): January 2013
Institutional Board of Trustees’ Approval Date: XXX

Proposal Type (check all that apply):

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*Requires “Section VI: Program Curriculum” of Abbreviated Template

Chief Academic Officer (or Designee) Signature:
I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Signature ___________________________________________ Date: 08/21/2012

Printed Name: Dr. Donna Dillingham-Evans

Program Request - Abbreviated Template
Dixie State College of Utah
Certificate of Proficiency: Digital Forensics Basics
08/21/2012

Section I: Request

Dixie State College of Utah (DSC), in conjunction with a Trade Adjustment Assistance Community College and Career Training Program (TAACCCT) grant from the Department of Labor (DOL), is requesting permission to offer the following four stackable Certificates of Proficiency beginning January 2013. The certificates were approved by the institutional Board of Trustees on XXXX, and by the Regional Career and Technical Education Planning group on XXXX.

1. CJ 1900 Introduction to Computer Related Crime (3.0 credits) – grade “C” or higher
   - Skills-based course introducing computer crime through an overview of the criminal acts that can be committed using a computer or the Internet, and how those acts can be successfully investigated. Also includes the legal aspects of search and seizure, proper procedures for handling digital evidence in relation to the rules of evidence, use of basic imaging equipment, and email tracing.
2. CJ 2700 Introduction to Digital Forensics (3.0 credits) – grade “C” or higher
   - Skills-based course introducing the digital forensics process, including evidence processing, preservation, analysis, and presentation. Also includes digital evidence basics, data recovery, and some cyber law issues.
3. CJ 4750 Small Device Forensics (3.0 credits) – grade “C” or higher
   - Skills-based course exploring the digital forensic examination of various small scale digital devices such as personal digital assistants, cell phones, GPS devices, and MP3 players. Focuses on specific search and seizure issues with these devices, how forensic challenges differ from those present with personal computers, and the technical issues commonly encountered during examination. Prerequisite: CJ 2700.
4. Digital Forensics Basics (9.0 credits)
   - Signifies completion of CJ 1900, CJ 2700, and CJ 4750 courses with a grade of “C” or higher in each course.

Section II: Need

The certificates provide evidence of students already employed or entering the law enforcement or IT security field. Under the DOL grant, the certificates meet two TAACCCT priorities. First, they meet industry needs, including developing career pathways, by providing industry valued practical skills certificates as entry into the Computer Forensics career pathway. Second, the development of these courses will be available in a blended format, utilizing state-of-the-art platforms, methods, and technologies to bring these courses to the greatest number of students possible, including those in geographic locations distant from DSC. These certificates also provide students with an entry into other programs, including the Certificate of Completion in Computer Forensics.

Section III: Institutional Impact
These courses are already offered within the Criminal Justice program as part of both the Bachelor of Science in Criminal Justice (Digital Forensics Emphasis) and the Computer Forensics Certificate of Completion. These courses will take advantage of existing DSC technology to offer high-end, video-on-demand instruction. The required information technology resources exist, and a qualified adjunct instructor has been identified to facilitate these courses. Advising is available from the two lecturer/advisors in the Criminal Justice program. No impact on other departments is anticipated.

**Section IV: Finances**

The equipment, technology, and instruction necessary for these courses have been funded by the DOL grant for a period of three years. During that time, there will be no impact on institutional or appropriated funds.