University Police Department

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Northwestern State University Mission Statement

Northwestern State University is a responsive, student-oriented institution committed to acquiring, creating, and disseminating knowledge through innovative teaching, research, and service. With its certificate, undergraduate, and graduate programs, Northwestern State University prepares its increasingly diverse student population to contribute to an inclusive global community with a steadfast dedication to improving our region, state, and nation.

University Affairs is a diverse group of innovative and talented professionals who provide quality facilities, maintenance and management services in support of education and research at Northwestern State University. We are committed to being fully responsive to the needs of faculty, students, staff and the public, who are our customers. The division of University Affairs strive to cooperate with all campus constituents to provide a functional, safe, and efficient facilities operation for the University.

University Police Mission Statement

The main mission of University Police is to provide the University with a safe and secure campus. This mission is accomplished by proactive patrols, a robust police presence, and providing services in a prompt manner. Although the primary mission of the University Police Department is to protect and serve, the Department also can provide a proper understanding of life as a law-abiding citizen by serving, educating and protecting the public through community collaboration, problem recognition, problem resolution and police action thus instilling methods and practices that a productive member of society possesses. In carrying out our mission, we must be progressive, pro-active, and responsive. Additionally, we realize we must work in partnership with the area communities that we serve, thus, providing the best protection and service.

Purpose: The Department will prepare students for life as a citizen away from a collegiate setting and provide a broader perspective of life as a law-abiding citizen with behaviors that are fitting for society as a whole. It will also show students how to engage in protective behaviors to enhance their quality of life from beyond the classroom and further into adulthood.

Methodology: The assessment process for University Police programs and initiatives is as follows:

(1) Data from assessment tools (both direct and indirect, quantitative and qualitative) are collected and returned to the program coordinator;

(2) The program coordinator will analyze the data to determine whether statistics gathered show an improvement in public training programs;

(3) Results from the assessment will be discussed by Police Department administration on an annual basis

(4) As a result, from the discussion of Police Department administration programs or methods may be added, changed, or deleted based on its effectiveness in controlling criminal activity and student engagement.

Service Outcomes:

SO 1. First year students and all employees will have a working knowledge of options that they have to survive an Active Shooter Situation. In addition, students will learn target-hardening practices to help secure their personal property.

Measure 1.1 On a semester basis students enrolled in University Studies 1000 will receive 1 day of campus safety instruction from a Certified Police Officer employed with the Department. During this course, multiple campus safety issues will be discussed with the primary focus on Active Shooter Survival training. A posttest will be administered to gauge the effectiveness of the training administered. At the end of the training students should achieve a score of 90% showing an understanding of the material.

Findings. Target was not met

Student score average was 88%

Analysis. In 2021-2022 the target was not met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. With an update to training we implemented a comprehension test at the end of the training to determine if material is being retained. Results showed that questions 6 and 7 where the questions with the lowest response rate. The questions had a maximum response of 310 avg response rate of 490 registered test takers.

Decision. Based on the analysis of the results in 2022-2023, in 2023-2024 the following changes will be implemented to drive continuous improvement. The current format will be used again and reviewed to determine if there is a flaw in the delivery method or if there are other reason for the low response rate to the questions.

Measure 1.2 Faculty members will take part of an online training program that will focus entirely on Active Shooter situations. This particular course will focus on their responsibilities as a faculty member with students in the classroom or as employees in an administrative function. A pretest and posttest will be administered to show knowledge and a passing score of 90% will be required before credit for the course will

be given. Although 90% is passing, we expect that employees will score 100% on the posttest.

Findings. Target was not met.

The average score for the Post Test was 97.68%

Analysis. In 2021-2022 the target was met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. We left the course the same as from the previous year for an additional year to confirm the results of this cycle. Further analysis also showed that 753 course partcipants scored between 95-100%.

Decision. Based on the analysis of the 2022-2023 results, in 2023-2024 the following changes will be implemented to drive continuous improvement. Given the current data set the target was set at an unreasonable metric. The target will be lowered to 95% to better reflect achieved test scores.

SO 2. Increased communication between Department and the University Community thereby building community relations.

Measure 2.1 The department should always strive to build and strengthen community-police relations. The Department should host meetings and take part in discussion sessions with private citizens and students to build community relations through an understanding of common police procedures and practices. By involving the department in these opportunities, it allows students and community members to meet Officers and understand the mission of law enforcement in different settings, rather than meeting during a possible negative interaction. The target is to conduct two meetings per academic year, one for each the fall and spring semester.

Findings. Target was met.

Analysis. In 2021-2022 the target was met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. During the fall semester there were a total of 4 community engagement events and during the Spring semester we hosted an additional 3.

Decision. Base on the analysis of the results in 2022-2023, in 2023-2024 the following changes will be implemented to drive continuous improvement. The department will host two different events per semester to increase outreach to the student community.

SO. 3 Ensure Police Department is educated to meet the community needs for a safe and secure environment.

Measure 3.1 Additional training past the minimum required POST qualification ensures officers conduct themselves in a professional manner and ensure that the department is operating within industry standards. The training budget should reflect cost that will improve an officer's professional knowledge. To help reduce the cost of training

whenever possible, train the trainer courses will be sought so that all officers can benefit from material presented. Target is to have two officers per calendar year attend train the trainer courses and serve as trainers for the department.

Findings. Target was not met.

Analysis. In 2021-2022 the target not met met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. One officer was sent to defense tactics instructor school. Due to budget and staffing constraints no other officers were able to attend a train the trainer course.

Decision. Based on the analysis of the 2022-2023 results, in 2023-2024 the following changes will be implemented to drive continuous improvement. To improve officer moral and to ensure that the department does not become dependent on certain indviduals additional instructors will be added to supplement current instructors and give the department redundancy in the instructor pool should the employee be separated from the department for any reason. In addition to help lower cost and travel time nerby courses of instruction should be utilized when ever possible.

Measure 3.2 In service trainings should be utilized to grow the departments employees and have instructors come to the Department to offset the cost of the training as well. Doing so ensures that at least 94% of the department will receive the training. Target is to host at least one training courses where the instructor comes to our facilities to instruct the course.

Findings. Target was not met.

Analysis. In 2021-2022 the target was not met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. No outside instructor training was offered. Staffing levels are dramatically low and required more attention and staffing from senior leadership who organize the outside trainings.

Decision. Based on the analysis of the 2022-2023 results, in 2023-2024 the following changes will be implemented to drive continuous improvement. We will provide at least one outside instructor training course to regional partners.

SO. 4 Safety is a priority of this department. A safe environment will provide students and employees the atmosphere needed for intellectual growth.


Measure 4.1 Clery statistics give a great insight into the criminal activity that occurs on campus. The data obtained from this collection process will give insights into trends that are developing on each campus. The statistics gathered will provide guidance on enforcement efforts, student educational efforts, and crime trends that will need to be

addressed. Target is to have no crime statistical growth from the previous year/semester to the present.

Findings. Target was not met.

Analysis. In 2021-2022 the target was not met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2021-2022. During our analysis we discovered that there was drop in all categories of reported violent crimes with the exception of fights. This was the first year that mandatory meeting for housing students was held of which we participated.
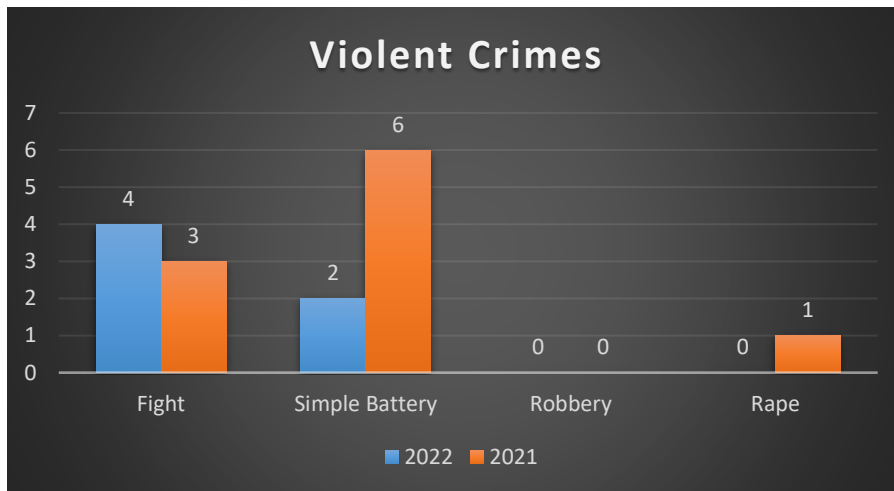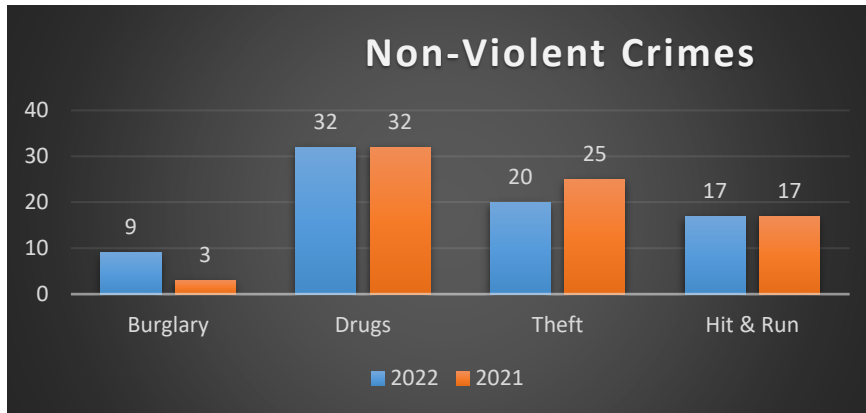

Decision. Based on the analysis of the 2022-2023 results, in 2023-2024 the following changes will be implemented to drive continuous improvement. With the addition of housing meeting added to our engagement efforts we will keep this methodology in place to truly determine how affective this new program is.

Measure 4.2 In addition to Clery statistics gathered, Uniform Crime Report Data collected will be crucial in determining what other measures are needed, since the Clery data does not require the collection of thefts and motor vehicle burglaries. These categories in the past have been some of our most frequent reoccurring crimes. Information gathered from these categories will show where efforts will need to be focused to deter and reduce crime. Target is a 15% decrease in criminal activity for these categories from the previous year based on effective policing practices.

Findings. Target was not met.

Assessment Cycle 2022-2023

Non-Violent Crimes

Analysis. In 2021-2022 the target was not met. Based on the analysis of the 2021-2022 results the following changes were implemented in 2022-2023 according to the plan of action from 2022-2023. In 2022 we experienced a massive drop in staffing levels at our department. From which we have not recovered. With the diminished staff officers are overworked and presence is limited due to low shift numbers.

Decision. Based on the analysis of the 2022-2023 results, in 2023-2024 the following changes will be implemented to drive continuous improvement. Increasing the number of officers on patrol to increase officer presence will be vital to keep a decrease in criminal activity. We will work with University Administration on methods and strategies to increase employment opportunities.

Comprehensive Summary of key evidence of improvements based on analysis of results. The following reflects all the changes implemented to drive the continuous process of seeking improvement in AC 2022-2023. These changes are based on the knowledge gained through the AC 2021-2022 results analysis.

- With an update to training we implemented a comprehension test at the end of the training to determine if material is being retained. Results showed that questions 6 and 7 where the questions with the lowest response rate.

- We left the course the same as from the previous year for an additional year to confirm the results of this cycle. Further analysis also showed that 753 course partcipants scored between 95-100%.

- During the fall semester there were a total of 4 community engagement events and during the Spring semester we hosted an additional 3..

- One officer was sent to defense tactics instructor school. Due to budget and staffing constraints no other officers were able to attend a train the trainer course.

- No outside instructor training was offered. Staffing levels are dramatically low and required more attention and staffing from senior leadership who organize the outside trainings.

- During our analysis we discovered that there was drop in all categories of reported violent crimes with the exception of fights. This was the first year that mandatory meeting for housing students was held of which we participated.

- In 2022 we experienced a massive drop in staffing levels at our department. From which we have not recovered. With the diminished staff officers are overworked and presence is limited due to low shift numbers.

Plan of Action moving forward

SO	Measure	Plan
1	1.1	The current format will be used again and reviewed to determine if there is a flaw in the delivery method or if there are other reason for the low response rate to the questions.
1	1.2	Given the current data set the target was set at an unreasonable metric. The target will be lowered to 95% to better reflect achieved test scores.
2	2.1	The department will host two different events per semester to increase outreach to the student community.
3	3.1	To improve officer moral and to ensure that the department does not become dependent on certain indviduals additional instructors will be added to supplement current instructors and give the department redundancy in the instructor pool should the employee be separated from the department for any reason.
3	3.2	We will provide at least one outside instructor training course to regional partners.
4	4.1	With the addition of housing meeting added to our engagement efforts we will keep this methodology in place to truly determine how affective this new program is.
4	4.2	Increasing the number of officers on patrol to increase officer presence will be vital to keep a decrease in criminal activity. We will work with University Administration on methods and strategies to increase employment opportunities.