

Criminal Justice
Department Meeting Notes
November 9, 2010 at 2:00 pm

Dr. DeLone called to order the regular meeting of the **Department of Criminal Justice** at **2:00 pm** in **classroom 310**.

I. Attendance

Mrs. Pacquette took attendance and following persons were present:

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|-------------|------------|------------|--------------|-----------|
| C. Adkinson | M. Barlow | L. Boyd | S. Brightman | J. Brown |
| R. Brown | S. Davis | M. DeLone | M. DeValve | K. Fuller |
| B. Grohe | L. Guevara | E. Lenning | E. Quinn | A. Taylor |

II. Approval of minutes from last meeting

Dr. Lenning made a motion for minutes be accepted for approval. Motion was seconded to approve the minutes by Dr. M. Barlow and a vote was taken and the results: (2 absent at the time of the vote)

Approve – 12 Disapprove – 0 Abstain – 1

III. New business

Assessment

- CJ agreed to assess: creative thinking, critical thinking and communication skills
- Assessment folder with templates are on the O drive
- A list will be sent out and faculty should verify courses they're linked to and the course objectives.
- Please contact Dr. Quinn for questions and concerns

Digital Measures

- James Heard is the POC
- Keep your records current, it's required by SAC's and soon a part of the annual review.
- Message was sent out with dates of upcoming training sessions for navigating Digital Measures.

Summer Schedule

- No update as of yet, Dr. DeLone is waiting on information from Jane Smith.

Library Material Update

- 90 % of the books ordered are in
- Dr. Atkinson, informed faculty if they see book, periodicals or videos they'd like to have ordered, make sure you get the information.
- Before requesting any new materials, please check the library catalog to see if they have it.
- Vera Hooks is the POC in the library for CJ department.

Department Student Organizations

- Alpha Phi Sigma- is doing a book drive
- APS will collaborate with Fayetteville PD to collect food for "Hungry Angels"
- March 12 –will hold a Teen Summit incorporating service learning (Resources and programs for area teens). It will combine justice and youth issues and would like to form a youth corp.
- APS will sponsor an event during victim rights week.
 - PS day- demonstrations
 - Victim advocates – panel
- NABCJ- Participated in the Homecoming Parade
- D. Fritts, who's a CJ major, was crowned NABCJ Queen and got the distinction of being Chancellor for a day.
- NABCJ is facilitating students who want the experience of jail tours and police ride-a-longs.
- NABCJ doing a book drive to benefit women incarcerated with children to promote reading with their children.
- NABCJ treasurer got FSU chapter non-profit status.

Academic Misconduct

- Dr. DeLone asked that faculty review policy for clarity on due process of students accused of academic misconduct.

Advising

- Dr. Quinn will be collecting graduate's folders to review audits and clear for graduation.
- Jennifer Draper will help with advising coverage during the week of ACJS, Nov. 17-19.
- Discussion of expectation that online line courses restricted to online majors and acceptable exceptions.
- Waitlists and/or reserve seating option for courses in Banner are supposed to be available by Fall 2011.

Honors in the Major

- Students have the option of being an honor student in the CJ major. They must meet certain criteria. Dr. Adkinson is the coordinator for honors in the CJ major.

Committee Reports

Graduate

- Four students took exam, but only one student passed the comprehensive exam.
- Course reviews are due now.
- Faculty proposing new courses, please ensure you are available and prepared for review. Review quality matters rubric for design, learning objectives and assessments.

Hospitality

- Planning a Thanksgiving potluck
- Coordinate a small award/honor program for CJ majors.

Assessment Teams

- Teams will ensure that content and activities are consistent and measurable and that they align with the expectations we have for our majors.

**Dr. DeLone adjourned the meeting at 3:53 pm
Minutes submitted by: Stephanie Pacquette**