

Criminal Justice
Department Meeting Notes
January 12, 2009 at 2:00 pm

Dr. Brown called to order the regular meeting of the **Department of Criminal Justice** at **2:00 pm** in the **CJ Conference room 313**.

I. Attendance

Mrs. Pacquette took attendance and following persons were present:

C. Adkinson	L. Boyd	S. Brightman	J. Brown	R. Brown
A. Craddock	E. Quinn	L. Guevara	E. Lenning	K. McIntosh
A. Taylor	M Barlow	M DeValve		

II. Approval of minutes from last meeting

Dr. Barlow made a motion to approve December meeting minutes. Dr. Adkinson seconded the motion to approve the minutes. A vote was taken and the results:

Approve – 13
Disapprove – 0

III. Old business

None

IV. New business

Reminders

Locator Cards, spring 2010 syllabi and fall 2009 grade books are due to Mrs. Pacquette via email.

Interims grades are due by January 22, 2010. Dr. Brown asks that all faculty enter the current grades earned or appropriate codes, it is documentation of students' academic status and necessary for flags to go up for the registrar's office to send alerts.

Scheduling

Fall and summer 2010 schedules are due February 2, 2010. (draft of summer 2010 was passed out) Class selections are due to the scheduling committee. Committee members will be the same:

Dr. Lori Guevara
Dr. Lorenzo Boyd
Dr. Bonnie Grohe

Graduate Program Update

The program currently has about 60-65 students enrolled. Newly proposed program core has been forwarded and the impression is that the core will be approved. A meeting will be scheduled to discuss team concept for comps., comp. workshops, redesign of courses to an 8 wk format for the MSCJ accelerated program, Summer 2011 and Graduate handbook.

Undergraduate Program

A majors' meeting will be planned in February. Undergrad program will work with graduate program for recruits.

SACS

Dr. Quinn asked that faculty review assessment information and reply to Dr. DeValve and Dr. Lenning by January 15, 2010. Dr. Quinn needs 20 majors to do the field test (seniors) and a graduate assistant to do the surveys, which is on the O drive.

Budget

Budgets have been sent to department accounts; we are now able to make supply orders. Library has put out requests out for materials needed, see Dr. Adkinson for more information.

Faculty Searches

Dr. Guevara stated the faculty search ad has been posted with ASC and ACJS.

PRT Guidelines

A working group has been formed, and they are progressing towards a finished product, to give to the full faculty. Working group will meet before the next faculty meeting.

PRC

Committee has met and will be forthcoming with results.

National Tour on Racism Event

Dr. Brown would like CJ to host forum with a panel and moderator with a Q & A session. He would like faculty and classes to attend and find a way to incorporate into instruction. We will be looking for a venue; suggested time would be 2-4pm. Adkinson volunteered to help in any way he can.

Black History Month (Feb. 2010)

Dr. Lenning announced that on February 17 (Wed) and panel discussion will be hosted by NABCJ in LSA 121 at 7 pm.

CJ Honors Program

An email went out requesting Honors Program Coordinator. Service Learning was suggested as requirement for honor students. CJ department needs to vote on someone to be CJ Honors Program Coordinator.

Faculty Senate Update

No update at this time.

Misc.

Talk to students about volunteering for MLK Challenge.
Loose Change will be starting up.

Dr. Brown adjourned the meeting at **3:30pm**.

Minutes submitted by: Stephanie Pacquette