

# *Criminal Justice*

## *Department Meeting Notes*

March 3, 2010 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	M. Barlow	R. Brown
L. Guevara	E. Lenning	K. McIntosh	E. Quinn (via speaker phone)	
A. Taylor	M DeValve	B. Grohe		

### **II. Approval of minutes from last meeting**

Dr. Lenning moved that minutes be accepted for approval. Dr. Adkinson seconded the motion to approve the minutes. A vote was taken and the results:

Approve – 10

Disapprove – 0

Abstain - 2

### **III. Old business**

None

### **IV. New business**

#### **Faculty Senate Update**

- Budgets being reviewed, it's unlikely that the budget will be expanded.
- Discussed electronic student evaluations, received more comments with the electronic version and 63% were positive, scores were similar to paper evaluations.
- Discussed CAS outstanding teacher of the year award

#### **Graduate Program**

- Proposals are still in the approval process, new core and four electives were all approved at the Provost level.
- Admissions requirement – needs a proposal remove MAT for the next meeting.
- Proposals for redesigned courses by Dr. Boyd and Dr. Craddock have been forwarded to the Dean.
- Elmore Lowery will be the only student taking comps. and the only possible graduate for spring 2010.
- Program has applications coming in on a regular basis, more inquiries regarding the accelerated MSCJ program
- Presentation at ACJS went well, has many schools interested in the team concept our program is implementing.

#### **Undergraduate Program**

- Majors meeting March 24 or 31 at noon
- Course proposals – discussion is ongoing; proposals have not been approved, as of yet, there is concern that the courses will be too much of a change to the degree.
- Courses will have to be offered as 370 until approval process is complete.
- CAPP audits are being verified on an ongoing basis, an updated list and status of tentative list will be kept on our department drive for verification.

### **New Adjunct Faculty**

- May be necessary to broaden pool due to releases, course designs, grad program expansion, etc.
- Policies on qualifications for adjunct faculty were reviewed.
- Dr. Brown suggested faculty development for adjuncts.
- James Williams has expressed an interest in being an adjunct in the CJ department, maybe Police & Society in the summer. A teaching demo will be set up and faculty are encouraged to attend.
- Faculty can suggest good adjuncts.

### **SACS & Department Assessment**

- All information must be submitted to Dr. DeValve and Dr. Lenning by Monday 3/15 at the latest.
- Working on ways to hand out the senior survey.

### **Peer Review Committee (PRC) & Annual Faculty Evaluations**

- Folders have been created for every faculty member to file supporting documents.
- Dr. Quinn will supply guidelines for binders by Monday 2/6, 2010.
- Chair is evaluated differently

### **PRT Guidelines 2010**

- Dr. Taylor sent email for vote on teaching, service and research.
- Votes are due by 3/4/10 by 5pm.

### **CAS Awards – Nominations**

- CAS nominations are due by Friday, March 5, 2010.
- Dr. Lenning nominating NABCJ president for CAS leadership award.
- Dr. Brown nominating SI Leader Cheri Ames for an award.

### **FSU Spring Admissions Open House**

- Saturday, March 27<sup>th</sup>, 8-1pm
- Dr. Cary Adkinson will be POC for CJ and the representative at the open house (need at least one volunteer)

### **National Tour on Racism Event**

- Thursday, April 8<sup>th</sup>, 2-4pm.
- “Lynching Then, Lynching Now” will be a panel discussion with guest panelist on the death penalty.
- Posters and flyers will be forthcoming.

### **Conflict of Interest Forms**

- Forms are due now.

### **Budget Planning**

- Meeting will be March 18, 2010 to brainstorm ideas.
- Committee has to create a 5 yr budget plan for CJ.
- SCH plan has to be created also.

### **Printing/Photocopies**

- Handout was given of copy use and remaining balances.
- Department is required to pay service fees for departmental copier.
- 32 people are listed for CJ department, but only 17 members.

### **Faculty Laptops**

- Though the laptops were purchased with a grant for CJ faculty, IT may pull anytime, due to the shortage of PC's and laptops.

### **Textbook Discussion**

- Meeting has be scheduled for March 16, 2010.

### **Faculty Searches**

- Dr. Adkinson will be meeting with Dean Barlow and Provost to discuss the status of candidate for chair search.
- Two interviews have been conducted for Assistant/Associate professor and committee is in the process of making decision for recommendations.

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

Minutes submitted by: Kenethia McIntosh