



Bachelor of Science In Criminal Justice

EXECUTIVE SUMMARY

Proposed Programs at Lock Haven University of Pennsylvania December 7, 2000

Program: Bachelor of Science Degree in Criminal Justice

Note: This program is not designed specifically for Clearfield but will be available to an extent yet to be determined via distance education and actual teaching at the Clearfield Campus. The program does build on the Associate of Arts degree accepted for the Clearfield Campus and described in the Business Plan for that campus.

Criteria for Approval of New Programs

1. **Appropriateness to the Mission:** The immediate and relevant part of our mission is to create attractive, job-related programs to be offered wholly or in part at Clearfield--within the context of the larger mission of the University to encourage students to develop useful abilities, characteristics of civic responsibility, and global perspective. This program concentrates on developing abilities and knowledge at the job-entry level in occupations related to criminal justice. It emphasizes critical thinking, creative problem solving, ethical decision-making, and Constitutionalism.
2. **Need:** The *Occupational Outlook Handbook* indicates strong demand through 2008 for such related careers as police, social workers, private investigators, and correctional officers. These positions do not all require baccalaureate degrees, but the trend is for the degrees to be preferred if not required. Pennsylvania Workforce 2005/Winter indicates an annual need for 1,450 police officers and 1,305 openings for guards. Other criminal justice programs in Pennsylvania have good records of placing their graduates, and there is no indication or projection that the job market is approaching saturation.
3. **Academic Integrity:** This program is consistent with the standards of the System, the University and the Department of Sociology, Anthropology, Social Work, and Geography. The person hired to head the program has appropriate credentials and experience. The program will meet the standards of the Northeastern Association of Criminal Justice Sciences as adopted by the Academy of Criminal Justice Sciences.
4. **Coordination with Other Programs:** The chief area of coordination is with the AA degree in criminal justice to be offered primarily at the Clearfield Campus. The associate and baccalaureate degrees will articulate precisely.
5. **Periodic Assessment:** Assessment will be a part of continuing evaluation for accreditation and the established five-year review of programs. The program will have an Advisory Committee made up of professionals in the community.
6. **Resource Sufficiency:**
 - a. **Staff - faculty and support . . .** Provided that the AA degree in criminal justice is funded, this program may be delivered without additional human resources until the number of majors exceeds thirty. (The AA program will require the employment of one FTE professor for the Clearfield Campus for a three-year period.) If the number of majors rises above thirty, the BS in criminal justice will have to receive additional human resources--either by increase of the complement or by internal reallocation of persons or duties.
 - b. **Learning resources - books . . .** No increase anticipated.
 - c. **Instructional equipment, and supplies and maintenance . . .** Start-up costs for equipment are anticipated at \$3K for AY01/02.
 - d. **Facilities and facilities modifications . . .** No increase anticipated if a large lecture hall can be secured and equipped.
 - e. **Other**
7. **Impact on Educational Opportunity . . .** The program will produce four-year graduates who are prepared for entry-level jobs in many fields related to criminal justice. Experience at Lock Haven in our focus (within sociology) on criminal justice indicates that the program will be attractive to female and minority students.

Bachelor Degree Program
Bachelor of Science (B.S.) in Criminal Justice
Lock Haven University of Pennsylvania
September 2000

DESCRIPTION AND PURPOSE OF THE PROGRAM -- It is the purpose of the Bachelor of Science in Criminal Justice to offer a program for Lock Haven University of Pennsylvania students which:

- A. promotes in them the skills of critical thinking and creative problem solving,
- B. encourages ethical decision making, and
- C. promotes support for constitutional protections afforded the people of the United States.

The program will prepare students for careers in criminal justice and other areas, for lives as concerned and involved citizens, and for intelligent participation in community and government.

This program is distinctive not just because of the emphases stated above but also because of the career component portion of the major. In the career component portion of their major, students, with the advice of their academic advisor, select four courses that will help them prepare for the type of work they expect to perform in their career. For example, if students wish to work in rehabilitation programs they might elect course in social work or psychology to help them prepare for such a career. If students wish to work in the drug and alcohol field, they may elect courses that help them prepare for work in that field. Students may also elect to use the career component to take one or more internships or to develop proficiency in a foreign language.

This is a proposal to replace the existing concentration in the Administration of Justice within the Sociology major. The reasons for making this change are as follows:

- A. there is a demonstrated market of interested students;
- B. the proposed program will satisfy the minimum standard guideline recommendations for criminal justice education developed by the Northeastern Association of Criminal Justice Sciences and adopted by the Academy of Criminal Justice Sciences (ACJS);
- C. based on the experience of other SSHE universities, there are strong employment opportunities for students with this major;
- D. although several other SSHE universities offer a major in criminal justice, those universities are strained by the demand and some are capped, thus this proposal will relieve the strain on them; and
- E. this proposal can be implemented with virtually no additional cost to the university or system, assuming enrollment is kept at an appropriate level.

BOARD OF GOVERNOR'S CRITERIA FOR APPROVAL OF NEW PROGRAMS

I. APPROPRIATENESS TO MISSION

- a. State System of Higher Education: A primary goal of this program is to prepare students for successful careers in law enforcement, corrections, law, government, and non-profit organizations in criminal justice and related areas. This goal is consistent with the system mission of excellence in education at the lowest possible cost to students. It is also consistent with promoting the economic growth and diversity of the local and regional communities of north central Pennsylvania. Another objective of the State System of Higher Education is to provide a diverse curriculum to students. This program will provide a new direction for students at Lock Haven University of Pennsylvania.
- b. Lock Haven University of Pennsylvania: The educational program at this University is, "...to stimulate a student's intellect, develop a sense of individual and community responsibility, and increase knowledge and understanding of different cultures." (2000-2002 general Catalog, p. 9) Further, the programs are to "...develop intellectual, emotional, and physical capabilities to achieve personal and professional goals and to participate in, as well as to improve and preserve, a democratic society." (2000-2002 General Catalog p. 9) The proposed program's particular emphases on critical thinking, creative problem solving, ethical decision making, and Constitutionalism, achieved in part through a reliance on the case approach in designated courses, contributes significantly to these goals.

II. NEED

- a. student demand--James C. Reeser, Dean of Admissions and Financial Aid at Lock Haven University of Pennsylvania states that among prospective Lock University Students, criminal justice is "...the most requested program *by far*." He adds, "This has been true for years, it's not something new." (telephone conversation 8/24/00)
- b. market for graduates--the market for graduates was assessed by:
 1. making reference to the Occupational Outlook Handbook on line and in print. The Occupational Outlook Handbook (OOH) does not, for historical reasons, treat "Criminal Justice" as a discrete entity. Rather, OOH lists jobs for which criminal justice students would be qualified as "Police," "Guard," "Correctional Officer," "Private Investigator," and "Social Worker," among others. In each of these categories projections through 2008, which is as far as OOH goes at this time, demand for new workers will be very high. Of these, the OOH includes Guards, Social Workers and Correctional Officers on its list of occupations with the largest projected job growth 1998-2008. It should be mentioned, however, that not all of these positions require a college degree, however, the trend is to do so (Dempsey, John. An Introduction to Policing 2d ed. West Wadsworth, Belmont, CA. 1999. pp. 98-100; Lyman, Michael. The Police: An Introduction. Prentice Hall, Upper Saddle River, NJ. 1999. pp. 311-312; and Champion, Dean. Probation, Parole, and Community Corrections 3d ed. Prentice Hall, Upper Saddle River, NJ 1999. pp. 371-373). Further, promotion within these jobs is often dependent on having a degree (see Dempsey, Lyman, and Champion cited above) and many jurisdictions offer incentives to attract degreed applicants. These include pay a differential of 20% for a bachelor's degree and 25% for a master's degree or .50 cents for each college semester hour completed. (see Dempsey cited above at p. 100) Several indicators of the trend are that the Federal Bureau of Prisons (BOP) now requires a college degree or certain other qualifying factors for the position correctional officer. A degree is required by BOP for positions such as case manager but the exact area of the degree is not specified. Another indicator is the number of police departments nationwide and statewide which have begun to require a degree in the 1990's.

2. consulting with staff of the Office of Career Services at Lock Haven University of Pennsylvania. In addition to data from the OOH, Ms. Joan Welker and her staff provided data from: Pennsylvania Workforce 2005/Winter, The College Majors Handbook, America's Career Infonet and other web based sources. According to Pennsylvania Workforce 2005/Winter, between 1994 and 2005, correctional officer positions will increase by 48.3%. According to the same source, during that same time period, there will be 1,450 openings annually for police officer and 1,305 openings annually for guards in Pennsylvania alone--again keeping in mind that although these often do not require the degree, the trend is to do so. For example, the Pennsylvania State Police recently added this as a requirement, but, as does the Federal BOP, allows some flexibility for veterans. The College Majors Handbook (CMH) reports that "Nearly 12% of criminal justice program graduates work in higher paying managerial and supervisory positions that are often connected in some way to the undergraduate major." (p. 67) CMH further indicates that about 8% of criminal justice graduates work in social work. (p.67) CMH also states that by age 45 criminal justice graduates have an average annual salary of \$49,800. WWW.uncwil.edu/stuaff/career lists 73 different job titles persons with a degree in criminal justice qualify for ranging from Airport Security Officer to Real Estate Closing Agent to Youth Advocate.

3. telephone conversations with Criminal Justice faculty at Shippensburg University (424 CJ majors) and West Chester University (250 majors) on 8/28/00. Several faculty in the Criminal Justice Department at Shippensburg indicated that although their program is supposed to be capped at 400, they have 424 majors because of the demand. They also indicated that 98% of their graduates get jobs (although not necessarily in criminal justice) and stated they were sure of this because of a 1997 survey of their graduates (see below). The Chairperson of the Criminal Justice Department at West Chester stated that although they have not undertaken to quantify their outcomes, "...it would be really difficult to find one of our graduates who did not get a job in the field." She attributes this extremely high placement rate to their practicum requirement.

4. reviewing the results of a survey of graduates conducted in 1997 by faculty at Shippensburg University. Responses to this survey indicated that although 98% of the graduates had jobs they wanted, only 47% were working directly in criminal justice. Only 2% of the respondents indicated that they had been unable to find a job in criminal justice--the reasons for this are unknown but may well include difficulty with background checks. (Survey of Graduates, Department of Criminal Justice, Shippensburg University, 1997.)

III. ACADEMIC INTEGRITY

The Bachelor of Science in Criminal Justice is designed to comply with two policy statements. First it is designed to comply with Academic Policy 1990-06-A, Academic Degrees, promulgated by the Board of Governors of the State System of Higher Education. Policy 1990-06-A section B.2.b. *Bachelor of Science* states the following:

The Bachelor of Science degree serves as preparation for graduate study in mathematics, the natural sciences, and many behavioral and social sciences, and as a career entry degree, as well. It generally represents a longer, more structured major program, and more direct orientation toward professional preparation than the Bachelor of Arts degree. Major requirements and related courses may comprise up to one-half of the credits required.

The current proposal will prepare students for graduate study and for career entry in a social science area. The major is built on the General Education requirements of Lock Haven University of Pennsylvania. In addition students majoring in Criminal Justice will have requirements in the major from a variety of social and behavioral sciences as well as criminal justice itself.

Second, the proposal is designed to meet the standards for criminal justice undergraduate programs developed by the Northeastern Association of Criminal Justice Sciences and adopted by the Academy of Criminal Justice Sciences. Curriculum Standard #1 states in part that, "The development of critical thinking, communications skills, and the ability to conceptualize ideas should be a primary objective of all criminology and criminal justice courses." The proposed program shares this primary objective.

Curriculum Standard #2 states in part, "The broad scope of criminology and criminal justice should be reflected in the curriculum, as should a balanced presentation of the issues of the field. Substantively, all programs should have core courses (by this they mean the major) that focus specifically on the areas below:

- a. *Criminal justice and juvenile justice processes* (law, crime, and administration of justice)
- b. *Criminology* (the causes of crime and typologies)
- c. *Law Enforcement* (police organization, discretion, and court procedures and decision-making)
- d. *Law Adjudication* (criminal law, prosecution, defense, and court procedures and decision making)
- e. *Corrections* (incarceration, community-based corrections, and treatment of offenders)."

This proposal was designed to meet this standard and the course selection clearly reflects the stated material.

Curriculum Standard #3 states in part, "All programs should strongly encourage or require *cognate courses* that develop the ability of students to process and apply information reliably." Some of the courses listed as examples are: research methodology, computer methods, social problems, and race and ethnic relations. Each of these is a part of this proposal.

Curriculum Standard #4 states in part, "Like all higher education, criminology and criminal justice programs should be part of a *broadly-based degree program*." Given the General Education requirement and the required courses in the major, this proposal easily meets this standard.

Curriculum Standard #5 deals with articulation agreements and is beyond the scope of this proposal.

Curriculum Standard #6 provides for "...elective internship opportunities available to upper-level students." It should be noted that this standard calls for internships to be an elective and this proposal includes an elective internship for upper-level students (CRJS410).

Curriculum Standard #7, the final one, deals with giving credit or accepting transfer credits for vocation training courses. This proposal does not deal with such matters.

In summary, then, this proposal is in conformity with State System of Higher Education requirements and with professional standards.

IV. COORDINATION WITH OTHER PROGRAMS

Students from other colleges and university who wish to transfer into this program may be accepted under terms and conditions as outlined in the edition of the General Catalog in effect at that time and in accordance with the Articulation Agreement between the Pennsylvania State Universities and Community Colleges.

This proposal is designed in conformity with the proposed associate degree for the Clearfield Campus and students will be able to move from Clearfield to Lock Haven, if they so choose, without losing credits or overcoming any obstacles. Students from Clearfield will then have the opportunity to move smoothly through the program.

V. PERIODIC ASSESSMENT

The State System of Higher Education Board of Governors has promulgated a policy on assessment, which requires a regular five-year program review, which includes qualified external evaluators. This program will be subject to such periodic review. In addition, there will be an Advisory Committee made up of professionals from throughout the region. This committee will meet with faculty and students in the program to discuss quality issues at a frequency to be determined by the committee but not less than once each semester.

In addition, assuming funding support from the university, faculty in the program will be active in the Pennsylvania Association of Criminal Justice Educators and the Northeast Association of Criminal Justice Sciences. Such involvement will insure that faculty stay abreast of developments in the field and incorporate them as appropriate into the program.

Still further, assuming university support, surveys of graduates will be conducted periodically to determine the relationship between the program graduates educational experiences at Lock Haven University of Pennsylvania and their employment and graduate school experiences.

6. RESOURCE SUFFICIENCY

- a. Staff-faculty and support: This proposal is designed to be delivered within the existing faculty and staff compliment, unless enrollment exceeds 30. Should enrollment exceed that number new resources will be needed. Considering that IUP has 1,150 majors, Shippensburg is capped at 400, Mansfield has 280, Kutztown is capped at 250 and West Chester has 250, it is unlikely this program will be able to stay at or below 30 majors. (see Fennell, Ronald. Directory of Graduate and Undergraduate Criminal Justice Programs in Pennsylvania PACJE. 1998.)
- b. Learning resources - books periodicals, films, etc.: This proposal relies heavily on existing materials and on the internet. No exceptional expenditures for books, periodicals, or videos are anticipated at this time.
- c. Instructional equipment and supplies and maintenance necessary to support such equipment: This program is designed to make regular use of video clips and will thus need to have regular access to a VCR and/or DVD player.
- d. Facilities or facility modification: This program will be delivered within existing facilities except if enrollment grows larger than 50 at which time space may become a problem.
- e. Other: This proposal does anticipate university support for faculty attendance at state and regional meetings, for periodic surveys of graduates, for the development of promotional materials, for periodic assessment, and for the activities of the Advisory Committee.

VII. IMPACT ON EDUCATIONAL OPPORTUNITY

As is the case with all programs at Lock Haven University of Pennsylvania, the Bachelor of Science degree in Criminal Justice will be open to all qualified individuals without regard to race, color, religion, disability, life-style, sexual orientation, national origin, sex, ancestry, age or other factors prohibited by law. (2000-2002 General Catalog, p. 7)

Although Criminal Justice is often thought to be a male field, national trends and experience at Lock Haven University of Pennsylvania with criminal justice type courses indicate that there many women interested in the field and that minorities are also attracted to such courses.

Curriculum for a Bachelor of Science in Criminal Justice with emphases on critical thinking, creative problem solving, ethical decision making, and support for and understanding of Constitutional protections for the people of the United States.

General Education	60 sh
Major	57 sh
Free Electives	11 sh

Requirements for the major in Criminal Justice:

BIOL101	Basic Biology ¹
COMP150	Introduction to Computers
HIST102	World History II ¹
PSYC100	Introduction to Psychology ¹
PSYC332	Drugs and Behavior
SOCW102	Introduction to Social Work
SOCI101	Introduction to Sociology ¹
SOCI203	Social Problems
SOCI205	Racial and Ethnic Relations
SOCI301	Juvenile Delinquency
SOCI302	Criminology
SOCI404	Sociological Research
CRJS102	Introduction to Criminal Justice
CRJS240	Introduction to Law Enforcement
CRJS260	Criminal Law
CRJS280	Corrections (currently SOCI420)
CRJS290	World Criminal Justice Systems
CRJS362	Criminal Procedure
CRJS410	Criminal Justice Internship (This course is an elective.)
CRJS430	Senior Seminar in Criminal Justice (currently SOCI430)

Although it is not required, it is strongly recommended that Criminal Justice majors develop proficiency in Spanish unless they have a career goal that is inconsistent with doing so.

Career Component: Four courses that contribute to an understanding of a particular field chosen in consultation with an academic advisor.

Students must also complete the General Education Additional Requirements: Multicultural, Writing Emphasis, Information Literacy and External Experience.

¹These courses also satisfy General Education Requirements.

Five-Year Budget Projection
Program Title and Degree: Bachelor of Science in Criminal Justice

University: Lock Haven University of Pennsylvania

Estimated Expenses	Year 1	Year 2	Year 3	Year 4	Year 5
Faculty salaries/benefits	55,766	58,476	61,400	64,470	67,693
Staff salaries/benefits	0	0	0	0	0
Student wages					
Operating costs					
Resource materials (including library)					
Equipment Maintenance					
Instructional Supplies	1,000	2,000	3,000	3,500	4,000
Travel					
Program Marketing	500	500	500	500	500
Start-up Costs					
Equipment	3,000	0	0	0	3,000
Resource Materials					
Software					
Other	2,500				
TOTALS	62,766	60,976	64,900	68,470	75,193
SOURCES OF SUPPORT					
University E & G (Tuition and Fees)	21,695	31,591	70,410	72,522	74,698
Share of University Appropriation		9,705	23,992	55,601	78,480