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**UNIVERSITY**  
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Office of the Provost and Vice President,  
Academic Affairs

25800 Carlos Bee Boulevard, Hayward, CA 94542-3007  
510.885.3711 (phone) • 510.885.2295 • <http://www.csueastbay.edu/OAA>

Date: February 8, 2010

From: Fred Dorer, Interim Provost and Vice President, Academic Affairs

To: Deidre Badejo, Dean, CLASS  
Patricia Zajac, Chair, Department of Criminal Justice

Subject: MOU Meeting – B.S. in Criminal Justice

On December 10, 2009, I met with Diedre Badejo, Dean, CLASS; Gale Young, Associate Dean, CLASS; Jim Okutsu, Associate Dean, CLASS; Patricia Zajac, Chair, Criminal Justice; Silvina Ituarte, Associate Professor, Criminal Justice; Michael Lee, Chair, CAPR; and Carl Bellone, AVP Academic Programs and Graduate Studies to discuss the Program Review for the B.S. in Criminal Justice and to develop an MOU as required by CAPR 9. We apologize for the delay in getting this response to you.

The Department is complemented for its work in achieving significant enrollment growth with limited faculty resources.

The Program Review for Criminal Justice was written in a different context when there was a reasonable expectation that enrollment growth would lead to increased resources. Due to the current downturn in state support, the connection between increased enrollment and increase resources has been broken and it may be 3 to 5 years before it is re-established. The Department realizes this. As a result, it has developed a new plan with short term, mid-term, and long-term goals. In the short term, the Department understands that it will get no new faculty members. It is hoping, however, that when the budget crisis is over the Department will be looked upon favorably and will get the increase in faculty members it would like in the long term.

The Department has been working on a new vision. A "Vision Statement for the Next Five Years" was distributed. The Department is commended for developing a well thought out vision statement that takes into account current budgetary conditions while look forward to a brighter future.

The Department realizes that it has had difficulty with assessment. However, the Department began working with Gale Young and now has a good assessment plan that focuses on embedded assessment at the course level. They are on a path to assess one of their SLOs each year beginning with critical thinking. They anticipate getting preliminary results by Winter Quarter 2010.

The Department has thought about impaction as a way of controlling the large numbers of students who want to be Criminal Justice majors but decided against doing so at this

time in favor other enrollment management tools such as enforcing pre-requisites for upper division courses and requiring a grade of “C” or better in each course.

There is demand for internships, which the Department has been doing on an informal basis because there are insufficient resources to offer an internship class. Internships raise complexities due to liability issues and the time for coordination.

The Department would like to do more community outreach and is thinking about establishing an Advisory Board and a Crime and Justice Center. The Department is considering Crime Scene Reconstruction courses offered through DCIE. A Masters Degree in Criminal Justice has been a long-term desire.

The CAPR Report made the following observations in its analysis of the B.S. in Criminal Justice: 1) the lack of tenure track faculty is a major concern; 2) the reviewer noted a lack of focus in the Department and concern that regular faculty meetings were not being held; and 3) the Department lacks a fully formed assessment plan and progress toward assessment has been slow.

The results of the MOU meeting are as follows:

1. The department is encouraged to work with the support of the Dean and administrative offices to develop ways it can manage enrollments within the anticipated level of resources during the next few years such as declaring impacted status, establishment of curriculum and grade requirements, and enforcement of prerequisites.
2. Tenure track positions are not possible in the short run which the Department realizes. However, given the growth in enrollment and the relatively small size of the faculty, the Department of Criminal Justice is a prime candidate for an increase in faculty when budgetary conditions improve.
3. The Department is commended for “Vision Statement for the Next Five Years” which brings a renewed focus to its program and for holding regular faculty meetings. Planning and regular faculty meeting should be ongoing in the Department.
4. The Department is commended for working with the College to develop a doable assessment plan and for making progress on assessment. The Department is should continue with its assessment efforts, document them in its Annual Report to CAPR, and work out ways to aggregate its course level assessments to the program stage. The Dean’s Office will continue to be available to consult and work with Criminal Justice faculty in its assessment efforts.
5. The Department should explore service learning possibility with the Service Learning Coordinator to see if it would help meet the needs for internship experiences for their students. If not, other avenues should be explored. The Administration supports the importance of internships for Criminal Justice majors and supports the Department’s continued inquiry into the feasibility of internships.

6. The Department should explore opportunities to offer additional professional development courses, lecturers, and training through DCIE. Also development of a master's degree offered through DCIE should be examined as well as online education as a tool for reaching professionals

cc: Michael Lee  
Gale Young  
Jim Okutsu  
Carl Bellone  
Sue Opp  
Silvina Ituarte