

TO: Diedre Badejo, Dean, CLASS  
Susan Correia, Academic Senate Office

FROM: Patricia L. Zajac, Chair  
Department of Criminal Justice Administration

DATE: 30 April 2010

**SUBJECT: CRIMINAL JUSTICE ADMINISTRATION ANNUAL REVIEW REPORT**

### **1. BRIEF SELF STUDY - DEPARTMENT GOALS AND PROGRESS**

The last Annual Review Report was in 2008, since the Department conducted the 5-Year Review 2008-2009. The CRJA Department continues to grow and now has approximately 470 majors, yet the tenure track faculty remains low, now 4.5. The Goals essentially remain the same as previously: 1) Increase faculty, 2) provide more course offerings to facilitate timely graduation, 3) increase courses and advising at Concord Campus, 4) work on curricular innovations and incorporate current trends, and 5) develop a CRJA Masters program. However, more immediate and current goals were suggested as a result of the 5-year review process.

Suggestions and progress are as follows:

1. *The Department lacked a cohesive focus and vision.* The faculty met and conferred and developed a "Vision Statement for the Next Five Years." (Attached Appendix A). This was presented at the MOU meeting in December 2009.
2. *Department faculty did not hold frequent faculty meetings:* The faculty have regular meetings (beginning early 2009), at least twice each quarter, along with considerable email exchanges and discussions.
3. *Assessment mechanisms were incomplete:* Beginning late 2008 and into 2009, the faculty developed a rubric for assessing the "Critical Thinking" outcomes of the Mission Statement. This was used to assess Critical Thinking in 5 sections of one course, taught by two different faculty (CRJA 3800) in Fall 2008, Winter and Spring 2009. This Critical Thinking was also assessed in a different course (2600), taught by another faculty in Winter 2010.

For the "Knowledge" outcome. Questions were developed for CRJA 3200 (Research Methods) for two sections in Winter 2010 (taught by two different faculty). There were technical problems with the "BlackBoard" set up so that the pre-test and post-test could not be compared. Also, the faculty felt that students were not "serious" for the post-test since it did not affect their grade. Modifications will be made in the Spring.

4. *Curriculum:*
  - 4.1 The Department has obtained approval for requiring all CRJA courses applied to the major to have a minimum grade of "C" or higher. This is to both raise the standards for the major and to assist in enrollment management.
  - 4.2 The Department has obtained approval for most courses to be taught on-line as well as in class and as "hybrid-format." Some courses will be taught on-line beginning Spring 2010.
  - 4.3 *Focus on Major Courses:* Although CRJA had been participating in the Freshman Cluster program for the past three years with CRJA 1100 Behind Bars, we have discontinued

participation for 2010-2011 and the future due to severe lack of tenure track faculty, and virtually non-existent part time faculty and the need to focus on major course offerings.

- 4.4 *New courses:* The newly created course in Domestic Violence will be scheduled for Fall 2010.
5. *Secretarial Support:* The Five-Year Review Report stated that the workspace was inadequate and the workload excessive, this has only gotten worse. The end of Summer 2009, the secretary was hired away to the Dean's office. The Department was given a 0.8 temporary person (retired). In January 2010, this also was taken away and the department is now sharing the secretary from Anthropology (on a different floor). This is not even marginally adequate.
6. *Department Expertise:* The Department continues to lack depth in Law Enforcement Administration area, which is the largest option. We have been able to hang on to two part time lecturers with such expertise although the courses are in high demand and this is not really adequate. We sincerely hope that excess revenue ("profit") generated by having all CRJA courses on "Self Support" for Summer 2010 will result in a significant portion be given back to CRJA to hire part time lecturers for Fall, Winter and Spring 2010-2011.

The faculty are unanimous in agreeing that several additional tenure trace faculty are desperately needed, especially in law enforcement, as soon as possible. The Department would also like to bring aboard legal expertise and we have ideas for much needed courses to offer. But that is not currently in the financial plans.

## **2.ASSESSMENT OF SUCCESS**

The Department had, in the past, routinely conducted surveys of graduating seniors, alumni and current undergraduate majors. However, with the lack of faculty and secretarial staff, this has not continued. The department does keep in contact with local, state and federal agencies, both public and private sectors, in the form of providing internships for students, having guest speakers for classes, and events for the Criminal Justice Club. The faculty continue to sponsor internships for the students although the faculty are limited in helping pursue positions. The continued significant increase in number of majors can be considered evidence of success of the program. There has been an increase of almost 100 over the past year, which is over 25%, with minors about the same at around 40. There is also increasing interest in the Forensic Science options (in Biology and Chemistry with Criminal Justice) and sufficient interest to form a Forensic Science Student Club.

The student course evaluations continue to show high ratings numerically and with positive written comments. The main concern remains that the Department is not able to offer a greater number of courses for the students in the major, nor to create new courses for current and future trends.

## **3.DATA**

Attached are the "most recent" available data, up to Fall Quarter 2008?

# APPENDIX A

## DEPARTMENT OF CRIMINAL JUSTICE ADMINISTRATION

### VISION STATEMENT FOR NEXT FIVE YEARS

10 DECEMBER 2009

In keeping with the Mission Statement and Goals for Student Learning Outcomes, and the 5-year Review 2008-2009, the following is the Vision Statement for the Department of Criminal Justice Administration.

#### Introduction:

As an institution of higher education, the Department of Criminal Justice Administration at California State University, East Bay, is well situated to provide a very necessary service to the community: preparing graduates to serve in a variety of criminal justice and community service capacities, and provide public awareness about criminal justice issues. The field is comprised of a broad range of professionals who provide a wide array of services, conduct valuable research, and perform and evaluate various policy analyses. Additionally, scholars at Universities, government agencies, non-profit programs and private corporations pursue a wide range of research topics in efforts to advance knowledge regarding crime causation, criminal behaviors, victimization, policy implications, prevention strategies, administration of justice practices, utilization of technology and science (forensics), and a myriad of other crime related issues, and how successful our society has been in its administration

Students who seek to advance their knowledge about criminal justice will be exposed to the leading academic and scholarly theories that inform both current practice and future innovation. Thus, one of the main goals of the program is to focus on all aspects of the criminal justice system including policing, corrections, courts (including prosecution and defense), and forensic sciences. The Department of Criminal Justice Administration will prepare individuals who are capable of administering and critically analyzing current practice and policies, and proposing new directions and programs within the criminal justice field.

The Department seeks to accomplish the following: inform the public about evidence-based criminal justice information, prepare voters to be well-informed about crime-related issues, enhance skills of working criminal justice professionals, participate in community partnerships in addressing community problems, coordinate educational forums, and host a clearing house of information and resources.

With the assistance and guidance of the faculty representing core areas of the criminal justice system, students majoring in Criminal Justice Administration can take a greater role in service to the community by participating in projects and internships.

To achieve the Vision and Goals, the faculty see accomplishments in several stages: Short Term; Mid Range, and Longer term. Ultimately, the key to growth and ability to achieve the goals depends on the ability to expand the Department, including increasing the tenure track faculty.

**Short Term:** With the limited faculty in the Department (4.5 tenure track faculty, including chair at 0.5 time), the short term focus is to provide courses and advising to students so they may graduate with their BS degree in a timely manner, without sacrificing the high educational quality on which the program is based. This includes offering courses on a rotational basis at the Concord Campus. It also includes discontinuing CRJA participation in the Freshman Clusters to allow our faculty to teach three more courses in the major per year. The participation of the Department in the Cluster program may be continued in the future.

The faculty are still developing courses that enhance the curriculum by examining contemporary and cutting-edge issues (i.e., *Drugs, Law and Society* and, *Family Violence* are recent new courses).

Faculty are also continuing with the development of the Assessment Plan, having developed the rubric for the "Critical Thinking" goal and gathering the data from the assessment of several courses.

The Department is preparing course modifications and program modifications to raise the standards for majors: for example, the faculty believe that students in the CRJA major should earn a minimum of a "C" grade in all major courses.

In an attempt to provide students with insights into the most current trends in the field, faculty are continuing to submit research grant proposals and sponsor students for internships. Additional projects for the vision include developing a laboratory for enhancing the investigation and evidence courses, and the forensic science option, Summer Youth Academy, Criminal Justice Abroad Summer Extension, expand community service and research, writing and presentations of students.

**Mid Range:** Key to advancing the Department's goals is expanding the tenure track faculty. The Department seeks two faculty positions as soon as possible: one with Law Enforcement emphasis and one with Legal emphasis. These are in alliance with both the faculty's vision as well as the recommendations from the outside reviewer.

The faculty also wishes to expand the student internships to a formal course, and include legal and non-profit internships, and speakers panels. The faculty is looking at curriculum modifications to develop courses that are current and forward-looking, including new technologies in criminal justice and comparative justice systems.

The faculty want to develop a "Center for Crime and Justice" (working title), with a Center Website, which would include branches such as a Research Institute for Social Change, Forensic Science Institute, Citizens Academy (possibly through Continuing Education), Institute for Crime Scene Reconstruction, Research Institute on Crime, Violence and Justice, Clearing house for resources and references.

Also Mid Range goals would continue the Assessment Plan to evaluate all the goals in the SLOs and apply to curriculum evaluation.

**Long Term:** Add two (at least) additional tenure track faculty and long term curricular evaluation and modification. Suggestions in this area include possibly adding a third Option to the major (Option A is Law Enforcement Administration, Option

B is Corrections, Probation, Parole; possible Option C Law and Social Justice, including legal and policy reform issues).

Also, the faculty and students strongly feel a Masters Degree Program in Criminal Justice Administration at CSUEB is long overdue.

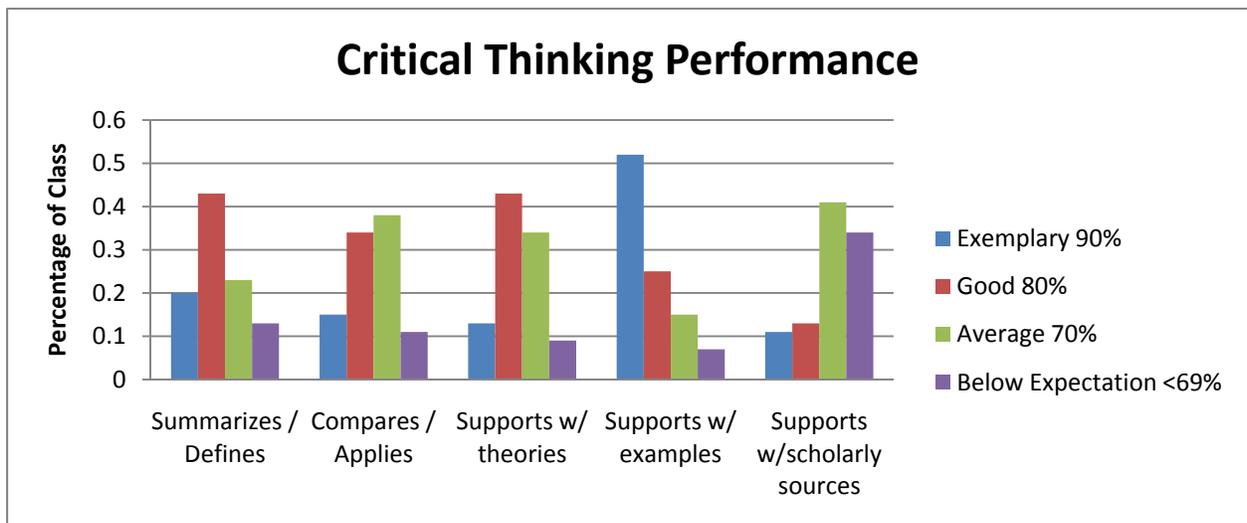
## APPENDIX B – ASSESSMENT

**See Attached: CRJA 3800 Critical Thinking Fall 2008, Winter 2009, Spring 2009**

**See Attached Critical Thinking CRJA 3800 Fall 2008, Spring 2009 (Excel)**

### Critical Thinking Assessment: CRJA 2600, Police-Community Relations, Winter 2010 – J. Beck

	Exemplary 90%	Good 80%	Average 70%	Below Expectation <69%
Summarizes and defines concepts / theories	0.2	0.43	0.23	0.14
Compares and applies concepts / theories	0.15	0.34	0.38	0.13
Supports argument with theories	0.13	0.43	0.34	0.1
Supports claims with examples	0.52	0.25	0.15	0.08
Supports claims with scholarly sources	0.11	0.13	0.41	0.35



See attached for expanded chart.

Two Research in Criminal Justice courses were assessed on 20 items that address the key areas in research that students should know regarding the basic types of research, the research process, sampling and research design. Two sections participated during Winter 2010. One course was offered during the day and the other at night. The assessment measures were made available to students for one week through Blackboard at the beginning and end of the courses. In section 01, twenty-three students participated in the second part of the assessment. The minimum score was 8, maximum 20, with a mean of 15.95.

**Descriptive Statistics**

	N	Minimum	Maximum	Mean	Std. Deviation
Research	23	8	20	15.96	2.977
Valid N (listwise)	23				

## **APPENDIX C – DATA**

**See attached**