

**Criminal Justice Studies
Administrative Activities Review (AAR)
7/23/2018**

I. Basic Facts and Description of the Unit.

a. **Mission and goals.** Criminal Justice Studies is relatively new unit. The faculty has discussed the need to create a mission statement but have not yet done so. It can be said that the faculty strive to educate undergraduate and graduate students about the essentials of Criminal Justice in an effort to prepare them for successful careers in the field.

b. Services.

Criminal Justice Studies has one administrative assistant who splits his time with another department. The unit's Chair also serves as chair of 2 other departments. The chair does not have any teaching responsibilities in CJ.

We have one faculty member who serves as the student advisor. This faculty member gets a one-course reduction each semester for this responsibility. The workload for this varies, depending on the time of the semester. He must also attend recruitment events and training events as needed.

- **Critical partners.**

Criminal Justice works closely with the departments of Political Science and Sociology to administer the new interdisciplinary Criminal Justice degrees. An oversight committee has been established to help administer the program. This is comprised of members of CJ, PS and Sociology. There is no overlap with the courses offered in these departments, but each department teaches courses that comprise the CJ degrees.

- **Customers or end-users of your services.**

The Chair and Administrative Assistant support 3 TT and 1 NTT and an average of 3 part-time faculties per semester.

- **Key performance analysis.**

In the year since the new CJ degrees have been approved, the department has accepted 153 students in the Traditional CJ degree and 15 students into the Criminal Intelligence degree.

- **Brief assessment.**

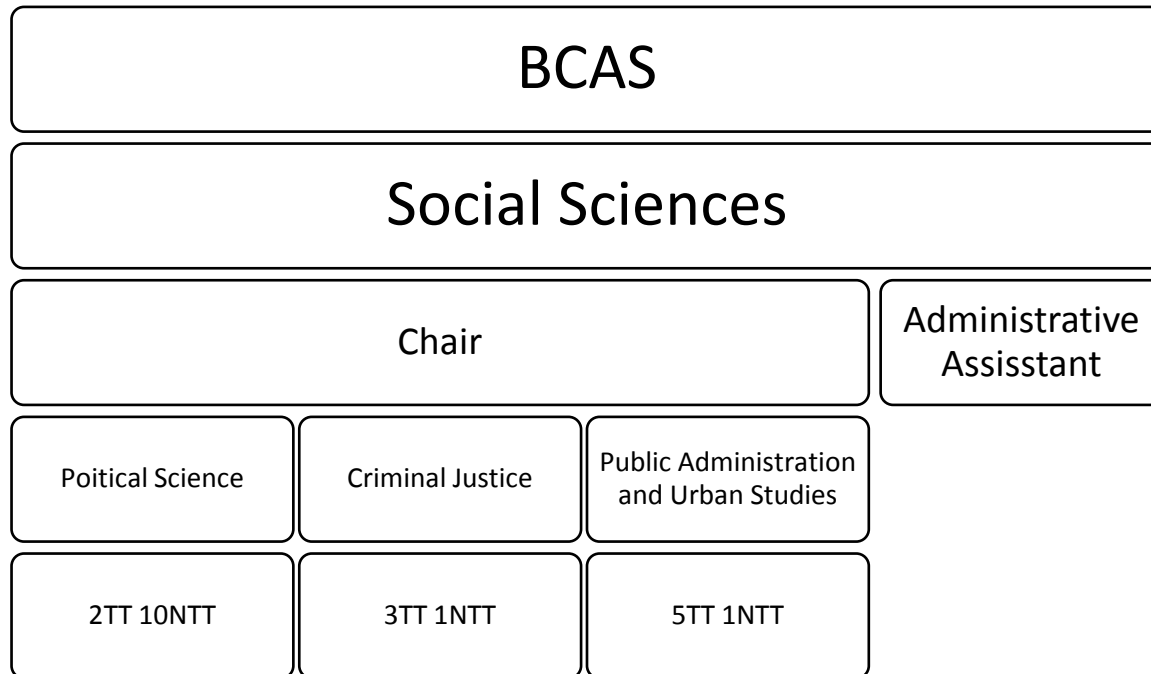
The CJ program has the potential to grow to become a much larger department. At this time, there are only four faculty, all of whom came to A&S from CAST. They are very much practitioner-based as opposed to academic. Two of the faculty are practicing attorneys and

two are former police. The unit would benefit from more faculty who can provide a wider base of information to the students.

The Homeland Security/Cybersecurity programs on campus are in direct competition with the CJ Studies program and this is confusing to students and their parents when they visit campus. Both programs have a great deal to offer students and the larger community and should work cooperatively.

c. Resources.

- Personnel.



- **Financials.** Provide a line-item summary of the unit’s budgeted and actual expenses (and revenues, if applicable) over the past five years. Briefly explain key takeaways (e.g., causes of budget deficits, trends in expenditures).

Criminal Justice Studies	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>
Full Time Faculty	394,278.04	317,979.99	320,378.94
Part Time Faculty	42,768.11	37,586.64	18,300.00
Summer Faculty	11,745.00	26,703.75	28,278.75
Faculty Overload	14,782.28		
Full Time Staff			8,079.20
Fringe Benefits	137,840.00	118,860.01	127,228.58

Supplies & Services	3,119.29	2,515.99	2,928.15
Travel & Hospitality	359.62	2,734.11	1,267.99
Hospitality			475.12
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	\$604,892.34	\$506,380.49	\$506,936.73

- **Equipment and technology.** The department has a forensics lab that is located in Polsky that is in need of repair and updating. It is a goal of the department to bring the lab closer to the department. The lab is somewhat unique to a criminal justice program and can be used effectively in recruitment. If the CJ program grows as expected, the lab will need to be expanded to accommodate all of the students who will be using it.

- **Space.**

The Criminal Justice Unit is housed in Olin Hall. The chair and Administrative Assistant each have an office there.

II. Future Plans.

a. Potential changes.

The need for criminal justice professionals continues to grow. Many CJ agencies struggle to find qualified people. There is a trend to focus more on analysis of trends and data to fight crime, and the Criminal Intelligence degree trains students to do this.

b. Trends.

Crime will, in all likelihood, continue to evolve and increase. We will continue to modify our courses to address these new crimes.