

WINONA STATE UNIVERSITY  
NEW AND REVISED COURSE AND PROGRAM APPROVAL FORM

Routing form for new and revised courses and programs. Course or Program Criminal Justice: Law Enforcement and Corrections

<b>Department Recommendation</b>		
<u>MARK NORMAN</u> Department Chair	<u>2/11/14</u> Date	<u>MNORMAN@WINONA.EDU</u> e-mail address
<b>Dean's Recommendation</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No*		
<u>M. J. Turner</u> Dean of College	<u>2-14-14</u> Date	
*The dean shall forward their recommendation to the chair of the department, the chair of A2C2, and the Vice President for Academic Affairs.		
<b>A2C2 Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
_____ Chair of A2C2	_____ Date	
<b>Graduate Council Recommendation</b> (if applicable) <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
_____ Chair of Graduate Council	_____ Date	
_____ Director of Graduate Studies	_____ Date	
<b>Faculty Senate Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
_____ President of Faculty Senate	_____ Date	
<b>Academic Vice President Recommendation</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
_____ Academic Vice President	_____ Date	
<b>Decision of President</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved		
_____ President	_____ Date	
Please forward to Registrar.		
Registrar <u>                    </u> Date entered	Please notify department chair via e-mail that curricular change has been recorded.	

# WINONA STATE UNIVERSITY

## PROPOSAL FOR A REVISED PROGRAM

This form is to be used to submit a proposal for a revised undergraduate or graduate major, minor, concentration, or option. Every item on this form must be completed prior to submission to A2C2 for the proposal to be considered for approval. The department proposing a new program must include a *Financial and Staffing Data Sheet* and the *New and Revised Course and Program Approval Form* with department chairperson's and dean's signatures. Refer to Regulation 3-4, *Policy for Changing the Curriculum*, for complete information on submitting proposals for curricular changes

Note: Regulation 3-4, *Policy for Changing the Curriculum*, allows a department, with its dean's approval, to change up to two courses per year within an existing major, minor, concentration, option, etc., without seeking review of A2C2 and/or graduate Council, provided that (1) the total credits do not increase or decrease for the major, minor, concentration, option, etc., and (2) the change does not affect other departments or the University Studies or General Education Programs. Please use the *Notification form* for these changes instead of this *Proposal for a Revised Program*.

Department: Sociology/Criminal Justice/Geography

Title of Program: Criminal Justice: Law Enforcement and Criminal Justice: Corrections

This is a revised X Major        Minor        Concentration        Option        Other  
(explain)

Major/Minor Code of this program SCJL and SCJC

Total Semester Hours 60: SCJC and 64: SCJL

### **Please provide all of the following information:**

(Note: Other documentation may not substitute for this. All information must be on this form)

#### **A. A statement of major focus and objectives of the revised program (Include this even if it has not changed)**

The proposed revised program has several major goals. The first goal is simply to update the focus of each program. A major modification of the Criminal Justice Programs occurred with the conversion from the quarter based academic year to the semester based academic year. Since that time, the only major change to the programs was during the last HLC period where language changes to the goals and objectives occurred as a means of complying with assessment attempts. The focus and vision of this revised program is to "...develop the knowledge, attitudes, and skills needed for entry-level professionals in law enforcement, other criminal justice and human service agencies." Secondly, this revision is an attempt to deemphasize major required courses that are instructed outside of the department that may no longer match the focus and vision that the department has for the programs. Conversely, the revised programs will incorporate some "new" courses instructed outside the department that better match the vision of the programs. Thirdly, this revision is an attempt to develop new program requirements and electives that address current deficiencies within each program, like courses in child interviewing, criminal evidence, and terrorism. Conversely, this revision will also incorporate "new" courses instructed outside the department as electives within the programs. In the proposed curriculum, students will still complete a set of required courses and then select a predetermined track, either law enforcement or corrections, to fulfill the requirements of the major. Finally, this revision will reduce the requirements of the major by 3 credits. This change will allow students, if they so choose, to pursue a minor or select a more diverse set of general education courses.

#### **B. New Catalog Content (Include these even if they have not changed)**

1. Provide a list of program content as it would appear in the catalog including required courses, electives, etc., by number and name. Include the number and name for each prerequisite, and all prerequisites of proposed prerequisites. All such prerequisites should be included in the total credit hour calculations for the revised program.

**Proposed Curriculum (60 S. H.: SCJC and 64 S.H.: SCJL)**  
**(No Minor Required)**

#### **Admission Requirements**

1. Students must complete ENG 111-College Reading and Writing or equivalent with a grade no lower than a "C". THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.
2. Students must complete SOC150-Introduction to Sociology and SOC 210-Crime & Justice in America with a minimum grade point average of 2.50 and with grades no lower than C. THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.
3. A student must apply to the Criminal Justice Program upon completion of all courses listed above.
4. Complete the Application for Admissions to the Criminal Justice Program. The application can be found in the Criminal Justice Program Handbook.

5. **Admission Decision:** The Criminal Justice Admissions Committee will review and make a recommendation on the student's application. The applicant will be notified by mail.
6. **Appeal:** The student has the right to appeal the decision of the Admission Committee. This is accomplished through the following order: Criminal Justice Committee; Chairperson of Department of Sociology/Criminal Justice; Dean of College of Liberal Arts; Vice President of Academic Affairs; and President of the university.

**Note:** Although law violations are not included in the program's admission standards, students should be aware that law violations may limit employment opportunities.

#### **Retention Requirements**

Once admitted to the program, students must demonstrate acceptable progress in order to remain in good standing. Acceptable progress is defined as meeting the following retention requirements:

1. Students must maintain a 2.50 cumulative GPA for all courses taken in the Criminal Justice Program at WSU. THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.
2. Students must complete all coursework in the Criminal Justice Program WITHOUT a grade lower than "C." If a student completes a course with a grade lower than "C," the student must repeat the course. THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.

#### **Note:**

1. The student must also be admitted to the Criminal Justice Program in order to enroll in any 400-level or track course.
2. **Track Specialization:** Upon application to the required courses for the criminal justice program, students select one or both of the specialization tracks. If both tracks are selected, the student must complete two separate internships: one in corrections (SOC 461-Criminal Justice Internship Corrections) and one in law enforcement (SOC 462-Criminal Justice Internship Law Enforcement). See required courses for corrections and law enforcement below.

#### **REQUIRED COURSES: (27 S.H.)**

SOC 150-Introduction to Sociology (3 S.H.)  
SOC210-Crime & Justice in America (3 S.H.)  
STAT 110-Fundamentals of Statistics (3 S.H.) OR PSY 231-Statistics (3 S.H.)  
SOC314-Juvenile Justice (3 S.H.)  
SOC315-Criminology (3 S.H.)  
SOC365-Child Interviewing (3 S.H.)  
SOC376-Introduction to Social Research (3 S.H.)  
SOC418-Criminal Law and Procedure (3 S.H.)  
SOC423-Race Relations and Minority Groups (3 S.H.)

#### **Corrections Track (SCJC): (33 S.H.)**

##### **Required Courses (21 S.H.)**

SOC355-Corrections (3 S.H.)  
SOC406-Probation and Parole (3 S.H.)  
SOC407-Offender Assessment and Management (3 S.H.)  
SOC461-Criminal Justice Internship Corrections (1-12 S.H.)  
Electives (12 S.H.)

#### **Law Enforcement Track (SCJL): (37 S.H.)**

##### **Required Courses (25 S.H.)**

CHEM190-Forensic Chemistry (4)  
SOC404-Law Enforcement Investigation and Communication (3 S.H.)\*  
[\*CHEM190-Forensic Chemistry is a prerequisite for this course.]  
SOC417-Operations and Procedures in Law Enforcement (3 S.H.)  
SOC491-Community Policing and Administration (3 S.H.)  
SOC462-Criminal Justice Internship Law Enforcement (1-12 S.H.)  
Electives (12 S.H.)

#### **Approved Electives:**

A course may be used as an elective in the major if approved by a Criminal Justice advisor -or-courses approved as electives include:

##### **Both Tracks:**

SOC378: Intermediate Social Research.  
SOC424: Ethical Issues in Criminal Justice.  
SOC420: Minnesota Criminal Code.  
SOC421: Urban Sociology.  
SOC455: Family Violence.  
SOC478: Seminar in Criminal Justice.  
SOC480: Variable Topics in Sociology.  
SPAN103: Elementary Spanish 1 for Criminal Justice Law Enforcement/Corrections.  
CAST301: Perspectives on Child Maltreatment.  
CAST403: Child Exploitation, Pornography, and the Internet

HERS345: Emergency Response for the Professional Rescuer  
POL320: Constitutional Law.

Electives for Corrections Track Students:

SOC387: Field Experience Corrections.  
SOC490: Correctional Administration.  
PSY250: Developmental Psychology.  
PSY420: Abnormal Psychology.

Electives for Law Enforcement Track Students:

SOC355: Corrections.  
SOC388: Field Experience Law Enforcement.  
SOC406: Probation and Parole.  
SOC407: Offender Assessment.

2. New catalog narrative, if any.

**C. Description of Revisions**

1. Provide both the current and the revised program requirements.

Place these in two columns, side by side with categories aligned, for easy comparison and a clear identification of each change.

**See Attached.**

2. For each required and elective course being added to the program, provide the course number, name, catalog description, and a brief statement explaining why the course should be included in the program.

**Required Course:**

*Name:* SOC365: Forensic Interviewing of Children.

*Description:* This course will provide criminal justice students with a theoretical and practical knowledge of the forensic interview process as it applies to juvenile victims and witnesses. Major forensic interview protocols will be discussed, demonstrated, practiced and evaluated. Regular extemporaneous oral exercises will develop forensic interviewing and critique skills. This course is designed to meet the requirements of the oral flag. (3 S.H.) Prerequisite: SOC210. Grade Only.

*Rational for Inclusion:* The course will address a major deficiency that currently exists within the criminal justice major. Juveniles account for a considerable proportion of both victims and offenders. As such, they present a unique set of challenges for the system. Some of these challenges are currently addressed in our curriculum with courses like SOC314: Juvenile Delinquency. A challenge that is currently missing, and which will be addressed with this course, is the interviewing and interrogating of juveniles. Best practices in criminal justice demands that interviewing of juveniles be distinct from the process of interviewing adults. This course will introduce to students those best practices.

**Prerequisite for Law Enforcement Track:**

*Name:* CHEM 190: Forensic Chemistry.

*Description:* This interdisciplinary course in forensic science meets the needs of criminal justice majors as well as students who desire a course that offers a broad scientific experience. This course will offer non-science majors opportunities to see the relevance of chemistry, biology, geology, and physics to their chosen professional life. It will provide an informative overview of techniques used by modern criminalistics labs and offer students a hands-on opportunity to explore the intricacies of how criminal investigation relies on forensic science. Through this course, students will gain an appreciation of how local law enforcement agencies rely on scientific studies for technical field work.

*Rational for Inclusion:* This course will be a prerequisite for SOC404: Law Enforcement Investigation and Communications. Contrary to popular belief, all law enforcement officers investigate crimes. Most officers are first responders to crime scenes and must have the skills to recognize evidence in all of its forms. While the investigations course will provide our law enforcement students with the skills necessary to identify and preserve physical evidence, the Forensic Chemistry course will provide our students with the knowledge and skills necessary to understand the forensic processing of that evidence. This ability becomes more necessary as science plays a bigger role in the prosecution of offenders.

**D. Impact of this Program Revision**

1. Clearly state the impact of this revised program on other departments, programs, minors, or majors.

**The department of Sociology has contacted the Department of Political Science, the Department of Psychology, the Department of Chemistry and the CAST Program concerning the proposed changes. As such, all are aware of the proposed changes and, more importantly, all have endorsed those changes. Simply stated, the Departments of Political Science and Psychology may experience a minimal reduction in enrollment of each's introductory course as a result of these changes. The CAST program may experience a reduction in enrollment for some of their classes as a result of the proposed changes. However, demand for CAST courses should remain very high even with this change. Also, the Department of Chemistry will experience an increase in the enrollment of its CHEM190 course. As such, both departments are discussing the number of sections of CHEM190 to be offered to meet the demand these changes will create.**

2. It is the responsibility of the department submitting a program proposal to send written notification to the department(s) or program(s) affected. Attach letter(s) of understanding from any impacted department(s).

**See Attached.**

**E. Attach to this proposal a completed**

**1. *Financial and Staffing Data Sheet***

**See Attached.**

**2. *New and Revised Course and Program Approval Form for this course***

You may also need to fill out the MNSCU Program Redesign Application and submit this directly to the VPAA.

This program revision will be implemented in the fall semester following completion of the approval process.

**F. Department Contact Person for this Proposal**

\_\_\_\_Mark Norman\_\_\_\_ 5670 \_\_\_\_mnorman@winona.edu\_\_\_\_  
Name (please print) Phone e-mail address

**F. Review by Department A2C2 Representative**

I have reviewed this proposal and certify that it is complete \_\_\_\_\_  
Signature of A2C2 representative



## **BS: SOCIOLOGY/CRIMINAL JUSTICE.**

### **CURRENT REQUIRED COURSES:** (30-31 S.H.)

POL120-Intro to American Politics (3 S.H.)  
SOC150-Introduction to Sociology (3 S.H.)  
SOC205-Social Interaction (3 S.H.) OR PSY210 Intro to Psychological Science (3 S.H.)  
SOC210-Crime & Justice in America (3 S.H.)  
STAT110-Fundamentals of Statistics (3 S.H.) OR PSY 231-Statistics (3 S.H.)  
SOC314-Juvenile Delinquency (3 S.H.)  
SOC315-Criminology (3 S.H.)  
SOC376-Introduction to Social Research (3 S.H.)  
SOC418-Criminal Law and Procedure (3 S.H.)  
SOC423-Race Relations and Minority Groups (3 S.H.)

### **Corrections Option (SCJC):** (29 S.H.)

#### **Required Courses (24 S.H.)**

SOC355-Corrections (3 S.H.)  
SOC405-Models of Intervention (3 S.H.)  
SOC406-Probation and Parole (3 S.H.)  
SOC407-Offender Assessment and Management (3 S.H.)  
SOC461-Criminal Justice Internship Corrections (1-12 S.H.)

#### **Electives (8 S.H.)**

8 S.H. at the 300- or 400-level within the department or by approval of the Criminal Justice Program.

### **Law Enforcement Option (SCJL):** (29 S.H.)

#### **Required Courses (21 S.H.)**

SOC404-Law Enforcement Investigation and Communication (3 S.H.)  
SOC417-Operations and Procedures in Law Enforcement (3 S.H.)  
SOC491-Community Policing and Administration (3 S.H.)  
SOC462-Criminal Justice Internship Law Enforcement (1-12 S.H.)

#### **Electives (11 S.H.)**

15 S.H. at the 300- or 400-level within the department or by approval of the Criminal Justice Program.

### **REVISED REQUIRED COURSES:** (27 S.H.)

SOC150-Introduction to Sociology (3 S.H.)  
SOC210-Crime & Justice in America (3 S.H.)  
STAT110-Fundamentals of Statistics (3 S.H.) OR PSY 231-Statistics (3 S.H.)  
SOC314-Juvenile Justice (3 S.H.)  
SOC315-Criminology (3 S.H.)  
SOC376-Introduction to Social Research (3 S.H.)  
SOC365-Child Interviewing (3 S.H.)  
SOC418-Criminal Law and Procedure (3 S.H.)  
SOC423-Race Relations and Minority Groups (3 S.H.)

### **Corrections Option (SCJC):** (33 S.H.)

#### **Required Courses (21 S.H.)**

SOC355-Corrections (3 S.H.)  
SOC406-Probation and Parole (3 S.H.)  
SOC407-Offender Assessment and Management (3 S.H.)  
SOC461-Criminal Justice Internship Corrections (1-12 S.H.)

#### **Electives (12 S.H.)**

### **Law Enforcement Option (SCJL):** (33 S.H.)

#### **Required Courses (21 S.H.)**

SOC404-Law Enforcement Investigation and Communication (3 S.H.)  
SOC417-Operations and Procedures in Law Enforcement (3 S.H.)  
SOC491-Community Policing and Administration (3 S.H.)  
SOC462-Criminal Justice Internship Law Enforcement (1-12 S.H.)

#### **Electives (12 S.H.)**

**BS: CRIMINAL JUSTICE LAW ENFORCEMENT AND CORRECTIONS CURRICULUM CHANGES (MAJOR).**

<b>CURRENT CURRICULUM:</b>	<b>PROPOSED CURRICULUM:</b>	<b>RATIONAL FOR CHANGES:</b>
<u>Required Courses: (30-31 S.H)</u> POL120-Intro to American Politics (3 S.H.) SOC150-Introduction to Sociology (3 S.H.) SOC205-Social Interaction (3 S.H.) OR PSY210 Intro to Psychological Science (3 S.H.) SOC210-Crime & Justice in America (3 S.H.) STAT110-Fundamentals of Statistics (3 S.H.) OR PSY 231-Statistics (3 S.H.) SOC314-Juvenile Delinquency (3 S.H.) SOC315-Criminology (3 S.H.) SOC376-Introduction to Social Research (3 S.H.) SOC418-Criminal Law and Procedure (3 S.H.) SOC423-Race Relations and Minority Groups (3 S.H.)	<u>Required Courses: (27 S.H.)</u> SOC150-Introduction to Sociology (3 S.H.) SOC210-Crime & Justice in America (3 S.H.) STAT110-Fundamentals of Statistics (3 S.H.) OR PSY 231-Statistics (3 S.H.) SOC314-Juvenile Justice (3 S.H.) SOC315-Criminology (3 S.H.) SOC376-Introduction to Social Research (3 S.H.) SOC365-Child Interviewing (3 S.H.) SOC418-Criminal Law and Procedure (3 S.H.) SOC423-Race Relations and Minority Groups (3 S.H.)	1) Dropped the overall required credits for the major from 63 credits to 60 credits. Reduced the size of the major to allow students to pursue a minor if desired and also to concentrate on taking more general education courses. 2) Dropped POL120, SOC205 and PSY210 from the required courses. These courses no longer match the focus and vision that the department has for the programs. These courses can still be taken by a Criminal Justice Major as part of his or her General Education Program at WSU. 3) Changed the name of SOC314 from Juvenile Delinquency to Juvenile Justice. This name change represents a more accurate description of the current content of the course. 4) Added SOC365 Child Interviewing to the required courses for all majors. This course addresses a major deficiency in the current curriculum. This course will teach theoretical and practical knowledge of the forensic interview process as it applies to juvenile victims and witnesses. This course is also an Oral Intensive course in the major.
<u>Corrections Option (SCJC):</u> (33 S.H.) <b>Required Courses (24 S.H.)</b> SOC355-Corrections (3 S.H.) SOC405-Models of Intervention (3 S.H.) SOC406-Probation and Parole (3 S.H.) SOC407-Offender Assessment and Management (3 S.H.)	<u>Corrections Option (SCJC):</u> (33 S.H.) <b>Required Courses (21 S.H.)</b> SOC355-Corrections (3 S.H.) SOC406-Probation and Parole (3 S.H.) SOC407-Offender Assessment and Management (3 S.H.) SOC461-Criminal Justice Internship Corrections	1) Removed SOC405 Models and Strategies of Intervention. Some of the content of this course is antiquated given the current direction of the Corrections profession. It is anticipated that this course will eventually be reconstructed and offered as an elective.

<p>SOC461-Criminal Justice Internship Corrections (1-12 S.H.)</p> <p><b>Electives (8 S.H.)</b></p> <p>8 S.H. at the 300- or 400-level within the department or by approval of the Criminal Justice Program.</p>	<p>(1-12 S.H.)</p> <p><b>Electives (12 S.H.)</b> <i>Choose from any of the following:</i></p> <p>SOC378: Intermediate Social Research.  SOC387: Field Experience Corrections.  SOC424: Ethical Issues in Criminal Justice.  SOC420: Minnesota Criminal Code.  SOC421: Urban Sociology.  SOC455: Family Violence.  SOC478: Seminar in Criminal Justice.  SOC480: Variable Topics in Sociology.  SOC490: Correctional Administration.  SPAN103: Elementary Spanish 1 for Criminal Justice Law Enforcement/Corrections.  CAST301: Perspectives on Child Maltreatment.  CAST403: Child Exploitation, Pornography, and the Internet  HERS345: Emergency Response for the Professional Rescuer  POL320: Constitutional Law.  PSY250: Developmental Psychology.  PSY420: Abnormal Psychology.</p>	<p>2) Reduced by 3 credits the number of required credits in the Corrections Option/Track. These credits were added to the electives component of the track to enable students to tailor their major in ways to better address career and professional goals.</p> <p>3) These modifications will make the corrections track and the law enforcement track more symmetrical.</p> <p>4) Revised the list of courses that the program would consider as electives to better sever the needs of our students. With current staffing, the program is able to offer more electives in the field of criminal justice and it is believed our students would better benefit from taking those electives compared with electives taught outside of the department and program. As such, the focus of what we would now consider as an elective is more directed to the field of corrections and law enforcement.</p>
<p><b><u>Law Enforcement Option (SCJL):</u></b> (32 S.H.)</p> <p><b>Required Courses (21 S.H.)</b></p> <p>SOC404-Law Enforcement Investigation and Communication (3 S.H.)  SOC417-Operations and Procedures in Law Enforcement (3 S.H.)  SOC491-Community Policing and Administration (3 S.H.)  SOC462-Criminal Justice Internship Law Enforcement (1-12 S.H.)</p> <p><b>Electives (11 S.H.)</b></p> <p>11 S.H. at the 300- or 400-level within the department or by approval of the Criminal Justice Program.</p>	<p><b><u>Law Enforcement Option (SCJL):</u></b> (37 S.H.)</p> <p><b>Required Courses (25 S.H.)</b></p> <p>CHEM190-Forensic Chemistry (4)  SOC404-Law Enforcement Investigation and Communication (3 S.H.)  SOC417-Operations and Procedures in Law Enforcement (3 S.H.)  SOC491-Community Policing and Administration (3 S.H.)  SOC462-Criminal Justice Internship Law Enforcement (1-12 S.H.)</p> <p><b>Electives (12 S.H.)</b> <i>Choose from any of the following:</i></p> <p>SOC355: Corrections.</p>	<p>1) Added CHEM190-Forensic Chemistry (4) as a prerequisite for SOC404.</p> <p>2) 1 credit to the electives component of the track. This will enable students to tailor their major in ways to better address career and professional goals.</p> <p>3) This modification will make the corrections track and the law enforcement track more symmetrical.</p> <p>4) Revised the list of courses that the program would consider as electives to better sever the needs of our students. With current staffing, the program is able to offer more electives in the field of criminal justice and it</p>



	<p>SOC378: Intermediate Social Research.</p> <p>SOC388: Field Experience Law Enforcement.</p> <p>SOC406: Probation and Parole.</p> <p>SOC407: Offender Assessment.</p> <p>SOC424: Ethical Issues in Criminal Justice.</p> <p>SOC420: Minnesota Criminal Code.</p> <p>SOC421: Urban Sociology.</p> <p>SOC455: Family Violence.</p> <p>SOC478: Seminar in Criminal Justice.</p> <p>SOC480: Variable Topics in Sociology.</p> <p>SPAN103: Elementary Spanish 1 for Criminal Justice Law Enforcement/Corrections.</p> <p>CAST301: Perspectives on Child Maltreatment.</p> <p>CAST403: Child Exploitation, Pornography, and the Internet</p> <p>HERS345: Emergency Response for the Professional Rescuer</p> <p>POL320: Constitutional Law.</p>	<p>is believed our students would better benefit from taking those electives compared with electives taught outside of the department and program. As such, the focus of what we would now consider as an elective is more directed to the field of corrections and law enforcement.</p>

# WINONA

STATE UNIVERSITY

January 28, 2014.

TO: Fred Lee  
Department of Political Science and Public Administration.

From: Mark Norman  
Department of SOC/CJ/GEOG

RE: Changes in Criminal Justice Major.

The Department of Sociology/Criminal Justice/Geography is in the process of revising its major in Criminal Justice. After much debate, it was decided that *POL120: Introduction to American Politics* would no longer be required in the major. We will still encourage students to complete this course as part of their general education at the university. Furthermore, the program has decided to allow *POL320: Constitutional Law* as an elective in the Criminal Justice major. It is anticipated that these changes will be in effect beginning Fall Semester, 2014. We hope that these changes will have a minimal impact on your department and its course offerings. However, if these changes significantly impact your department or its offering, please do not hesitate to contact me.

We sincerely appreciate your department's ability to work with us as we continue to revise our major.

Winona State University  
P.O. Box 5838  
Winona, Minnesota 55987-5838



1.800.DIAL.WSU or  
507.457.5000  
[www.winona.edu](http://www.winona.edu)



# WINONA

STATE UNIVERSITY

January 28, 2014.

TO: John Johanson  
Department of Psychology.

From: Mark Norman  
Department of SOC/CJ/GEOG

RE: Changes in Criminal Justice Major.

The Department of Sociology/Criminal Justice/Geography is in the process of revising its major in Criminal Justice. After much debate, it was decided that *PYS210: Introduction to Psychological Science* would no longer be required in the major. We will still encourage students to complete this course as part of their general education at the university. Furthermore, the program has decided to allow *PSY250: Developmental Psychology* and *PSY420: Abnormal Psychology* as electives in the Criminal Justice Major. It is anticipated that these changes will be in effect beginning Fall Semester, 2014. We hope that these changes will have a minimal impact on your department and its course offerings. However, if these changes significantly impact your department or its offering, please do not hesitate to contact me.

We sincerely appreciate your department's ability to work with us as we continue to revise our major.

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# WINONA

STATE UNIVERSITY

February 11, 2014.

TO: Sarah Migas  
CAST Program.

From: Mark Norman  
Department of SOC/CJ/GEOG

RE: Changes in Criminal Justice Major.

The Department of Sociology/Criminal Justice/Geography is in the process of revising its major in Criminal Justice. After much debate, it was decided that *CAST302: Global Child Advocacy Issues*; *CAST401: Professional and System Responses to Child Maltreatment*; *CAST402: Responding to the Survivor of Child Abuse and Survivor Responses*; *CAST404: Sociology of Child Poverty*; *CAST405: Gender, Violence, and Society*; *CAST406: Child Advocacy Research Studies*; and, *CAST407: CAST Capstone Experience* would no longer be counted as electives in the major. We will still encourage students to complete many of these courses as part of their general education at the university. Furthermore, the program has decided to continue to allow *CAST301: Perspectives on Child Maltreatment and* *CAST403: Child Exploitation, Pornography, and the Internet* as electives in the Criminal Justice Major. It is anticipated that these changes will be in effect beginning Fall Semester, 2014. We hope that these changes will have a minimal impact on your program and its course offerings. However, if these changes significantly impact your department or its offering, please do not hesitate to contact me.

We sincerely appreciate your department's ability to work with us as we continue to revise our major.

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# WINONA

STATE UNIVERSITY

February 12, 2014.

TO: Yogesh Grover  
Department of Global Studies and World Language.

From: Mark Norman  
Department of SOC/CJ/GEOG

RE: Changes in Criminal Justice Major.

The Department of Sociology/Criminal Justice/Geography is in the process of revising its major in Criminal Justice. After much debate, it was decided that SPAN103: *Elementary Spanish I for Criminal Justice* as an elective in the Criminal Justice Major. It is anticipated that these changes will be in effect beginning Fall Semester, 2014. We hope that this change will have a minimal impact on your department and its course offerings. However, if these changes significantly impact your department or its offering, please do not hesitate to contact me.

We sincerely appreciate your department's ability to work with us as we continue to revise our major.

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**Norman, J M**

---

**From:** Norman, J M  
**Sent:** Thursday, February 06, 2014 1:39 PM  
**To:** Hein, Sara  
**Subject:** RE: CHEM 190  
**Attachments:** RevisedProgramForm12-1-12.docx

Hi Sara:

I am sorry that I have not been in contact with you. It has just been a mad house around here since we got back from break.

I have attached the documents that I will be send to A2C2 in the next week. I have to take these changes through my department next Wednesday and then next Thursday I will forward them on to A2C2. As you can see, we have built the CHEM190 course into the curriculum for our law enforcement program. I hope the attached paperwork will suffice for Charla. If you need anything else, please let me know.

Mark

J. Mark Norman, Ph.D.  
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**From:** Hein, Sara  
**Sent:** Wednesday, February 05, 2014 2:50 PM  
**To:** Norman, J M  
**Subject:** RE: CHEM 190

Hi Mark,

As I'm getting schedules ready for next year, I am examining our capabilities to offer CHEM 190 on a yearly (versus biennial) basis. I have not been able to track down any paperwork that indicates CHEM 190 as a requirement. Do you know when you will have the paperwork submitted to A2C2 that specifies that? Charla gave me the go ahead to work on scheduling a 190 but she wants the paperwork as rationale for coverage.

*Sara*

Sara M. Hein, Ph.D.  
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**WINONA STATE UNIVERSITY**  
**FINANCIAL AND STAFFING DATA SHEET**

Course or Program\_ **Criminal Justice: Law Enforcement and Corrections**\_

Include a Financial and Staffing Data Sheet with any proposal for a new course, new program, or revised program.

Please answer the following questions completely. Provide supporting data.

1. Would this course or program be taught with existing staff or with new or additional staff? If this course would be taught by adjunct faculty, include a rationale.

All courses will be taught by existing faculty.

2. What impact would approval of this course/program have on current course offerings? Please discuss number of sections of current offerings, dropping of courses, etc.

It is anticipated that the proposed program changes would only minimally impact current course offerings:

- 1) Most of the courses dropped from the current curriculum are courses that are taught in departments outside of the Sociology Department.
- 2) Dropping SOC205 from the requirements of the major will not affect the number of sections offered during the academic year because the course is part of the general education program at WSU. The course is offered once each semester and this change should not affect those offerings.
- 3) If anything, the proposed changes may create a need within the department to offer more electives in the major. However, as we look at current course offerings it is believed that with subtle modifications-like combining sections and increasing enrollments in others-we would be able to accommodate the needs of our students.

3. What effect would approval of this course/program have on the department supplies? Include data to support expenditures for staffing, equipment, supplies, instructional resources, etc.

The proposed course will have no effect on department supplies.