

# Department of Criminal Justice

## Faculty Meeting Minutes - March 24, 2022

**Location:** Clement 132

**Date:** March 24, 2022

**Time:** 2:30pm to 4:00pm

**Attendees:** Chair: Dr. Scott Culhane

Faculty: Dr. Frank Ferdik, Dr. George Frogge, JM Genis, Dr. Megan Kienzle, Dr. James Prescott, Dr. Sarah Whiteford, Dr. Christopher Wright

Absent: Melissa Boyer (admin)

### Agenda items

#### 1. Chair Report

##### A) Kudos

Thank you to Dr. Frogge and Mr. Genis for covering Gobs Preview Days. We won't have to cover summer orientation days for freshman but will need to have coverage for transfer days. Dr. Culhane will most likely cover those.

##### B) Grad Courses - Read Only Access

Dr. Wright will be added to every D2L course to have access to all shells. He is also in charge of creating a shell for the graduate exam.

##### C) "I" Grade Forms

Please make sure you turn in an "I" Grade Form to Dr. Culhane when you assign an "I" to a student. Dr. Culhane gets automated messages notifying him when they are issued, so will be looking for the forms. You can grant up to a year to complete the work, but you have the option to set an earlier time limit—just be sure to have a conversation with the student about when work must be completed by.

##### D) Faculty Evaluations

Dr. Culhane will have evaluation forms completed by April 5<sup>th</sup>. Everyone will need to have a meeting with him between now and the 5th either via Zoom, scheduled in person, or just quickly when available. Once signed, copies go to the Dean and HR.

##### E) Travel

Professional development funds going up to \$1100 per faculty member next year. Dr. Prescott also asked about merit pay for next year. Dr. Culhane hasn't heard anything on that yet.

4/1/2022

## F) NSS Update

As of right now there are 37 applicants for the 3 positions. They will be doing Zoom interviews with about 10 candidates for the first round, then hope to bring 5-6 to campus for round two. These new faculty will be physically housed at Fort Campbell, but are still temporarily “ours” until the Institute can exist on its own. Dr. Crosston sent Dr. Culhane a draft of the newly created classes for the BS in NSS. It almost completely eliminated CRJ classes from the degree requirements but has maintained some existing courses in areas like Emergency Management.

## G) Advising

Advising is in full swing. Faculty are noticing the numbers for credits earned in each section don't always add up to the 120 total. For example, the elective credits needed might not be appropriately adjusted if they have a minor or concentration. Also, Dr. Whiteford indicated that Grad students can no longer see their UG info in DW.

## H) APSU 1000

University is in dire need of APSU 1000 instructors. They have 6 people for 80 sections right now. There is some small money involved. If interested, reach out.

## I) Gen Ed - LIN 2020

Lang & Lit are trying to put Linguistics 2020 into the behavioral health science general education curriculum. The general sentiment is that the CoBHS Chairs are opposed. It has not been posed to the CoBHS Curriculum Committee though it is assumed it would have to go to the University level committee.

## J) Professional Development

Dr. Culhane has approved all travel claims submitted thus far.

## K) SB 2290.BH 2670

SB 2290.HB 2670 is a house/senate bill about talking about race, etc. and any other “divisive” issues in the classroom; Chairs meeting on March 28th with the Provost's Office to discuss what our legal obligations are regarding this bill.

## 2. Curriculum Update - CRJ 4110 &amp; PM 3760

Our curriculum has been updated with the addition of CRJ 4110 and removal of PM 3760. Some students may need to be moved to the new bulletin or have subs processed. New students coming in Fall 2022 will automatically have the updated curriculum.

## 3. Grad Program Update &amp; Grad Exam (Wright)

So far there are 5 new enrollees for Summer, 18 for Fall, and 4 in limbo awaiting documents; last year started with 22, and only 4 graduates in Summer, so most will carry over. Dr. Wright expects maybe another 15 applicants but there is some attrition. Dr. Culhane is concerned that we may need new sections added if we get higher enrollments, so faculty need to be prepared to add more grad sections—especially if teaching required grad classes. Dr. Wright will work with Mel on a spreadsheet of where all grad students stand in regards to progress and in status regarding probation, withdrawals, etc. given the grad school policies. Dr. Wright still needs exam questions, so if you haven't already submitted them, please do so. Discussion and debate on how to best frame the reading list and provide some general instruction to students on what to expect from the exam occurred. There was also much discussion on the best approach to questions. Grad committee needs to meet and finalize the exam.

There was an email from Chad Brooks about considering lowering admissions standards—for example, conditional admissions, portfolio options, waive GPA requirement in lieu of 10-15 years' work experience, etc.

#### 4. Newish Adjunct - In Person Review

In person review for new adjunct as university is under pressure to get 100% (currently at 52%) adjunct review; need to review the new West Creek CJ Academy to approve as adjunct as students get their CRJ 1010 credit. Most likely Dr. Whiteford or Dr. Culhane since they teach CRJ 1010 regularly. Also, we will also have to review Mr. Genis as a “new adjunct” in Fall 2022.

#### 5. Faculty Discipline (attachment)

New APSU Faculty Discipline and Performance Improvement Policy (policy number pending) will be passed soon. It is currently in front of the Provost's Council.

Concerns about the lack of clarity in this new document need to be sent to Dr. Culhane ASAP, as there is a limited window of opportunity to respond to the administration. Dr. Prescott mentioned his concern regarding the lack of clarity on words like “faithfully” when used talking about execution of specific actions or expectations.

#### 6. Course Continuity

A policy change is coming that will require all faculty to do the following in D2L—have an ADA compliant syllabus, which must be available 2 business days prior to class starting, and to use gradebook as class is graded. We all already do these things, but apparently many people in other departments aren't doing these things. The logic behind these things is that if something happened to you, and someone had to take over your class, how would they know what is going on? If instructors are not doing these things, they could face a reprimand.

#### 7. Provost visit?

Dr. Cronley has stated she is willing to come to any departmental faculty meeting, if needed. It was agreed that we function just fine and are not in need of a visit at this time.

#### 8. Students and Research

Dr. Whiteford asked if any other faculty had students interested in doing research with faculty. She is submitting SASI grant for funding for November ASC Conference travel with 4-8 students.

#### 9. Additional Discussions

The need for our departmental RTP document was discussed. It is especially important given the new disciplinary policy alluding to upholding the standards and expectations stated there. This document update was postponed during COVID, but is on track to be completed by Dec 2022.

Action Items	Owner(s)	Deadline	Status