

Department of Criminal Justice

Faculty Meeting Minutes - November 19, 2020

Location: ZOOM Meeting

Date: Nov. 19, 2020

Time: 3:00pm to 4:00pm

Attendees: Chair: Dr. Scott Culhane

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

Absent: Dr. Thomas O'Connor (on sabbatical)

Admin: Melissa Boyer

Agenda items

1. Chair Report

A) AS Criminal Justice

Dr. Culhane noted that the university is looking to offer additional AS degrees. If we look to add AS degree, we may need an additional lower level course. Dr. Culhane is waiting on clarification. Please give some thought to a potential addition.

Dr. Prescott noted that in the past the department offered two different AAS degrees (Law Enforcement and Corrections). These degrees brought in a large amount of inquiry, but little in admission.

B) Student Course Evals

Dr. Culhane reminded everyone to encourage student participation in these evaluations.

C) TN Law Enforcement Training Academy credits

Students with this certificate can be provided with 6 credit hours (CRJ 1010 plus one CRJ EL). If you have a student requesting these credits you can send their request to the Registrar but please copy Dr. Culhane so he can approve them. Dr. Prescott recently got pushback from Registrar on a request.

D) Merit / Pay / Furlough

Due to budgetary issues across the university, there will be no money for merit raises next year. Budget talks are becoming more and more gloom and doom, and Dr. Culhane is starting to hear mention of possible pay cuts and/or mandatory furloughs in the future if things don't start to turn around. These are not official notices or warnings. They are just signs of things that could come about in 2022 if we don't see positive budget changes.

E) Spring teaching

Just a reminder that Spring is not a COVID provided vacation. It has been noted in various meetings that some faculty (not ours specifically) are taking advantage of the COVID situation to not be around and available as they should be. We do NOT want to be seen as one of them. Dr. Culhane emphasized that he felt our group has done well in being available, both on and off campus, and that we should continue to do so. Staying off the radar of administration for these kinds of things is a good thing!

F) Fall 2021

It has been noted by administration that Fall 2021 schedules should start to feel more like our normal offerings for on-ground classes. Please be prepared to be on campus and in the classroom more in Fall 2021 unless other changes arise with the COVID situation.

G) Admissions

Admissions is down approx. 20% for Spring, thus the push for contact with students who have not yet registered. If you have students who are not registering for Spring because of a small balance due on their account (\$500 or less?), please let Dr. Culhane know. There may be something we can do to help them get some of that cleared off.

H) Students Not Registered for Spring

New list will come next week. See item G above for other notes.

I) AP Day

Due to the success of the recent AP Day, they have added an additional date - Dec. 5th. Per the Dean, we do not need to have someone from the department attend. Thank you to Dr. Kienzle for taking care of the last one.

2. Search Committee Update

Prof. Genis provided us with a quick update on the committee's progress. He and Dr. Whiteford have submitted their scores for the first review of all 48 applicants, and he is hoping to get scores from Dr. Wright and Dr. Ma shortly. The committee is hoping to meet via Zoom on Friday (11/20) afternoon to discuss scores and come up with top 10 list.

Dr. Wright reminded us that a letter of recommendation that is less than one year old can be considered a substitute for a reference check phone call.

Dr. Culhane noted that he will be keeping pressure on HR and the diversity office group to keep this process moving quickly. He would like to see us making an offer to a candidate before the Xmas break, if at all possible.

Dr. Whiteford asked about what type of time commitment everyone can expect once the top 3 candidates are chosen. Dr. Culhane thought that 1-2 hours per candidate should probably cover it, as each faculty member will have a brief one-on-one with them (approx.. 15 min) plus a presentation by the candidate (approx.. 45 minutes), and then final discussions amongst our group.

3. MFT Assessment

Our MFT results for this Fall group of graduates shows the same result as in the past, which is a weakness in the theory and research methods areas. This was an unusually small group, so may not be true reflection of how we are doing. He hopes to see improvements in the Spring.

4. MS Update

There is not much to update at this time. We are still pushing forward towards Fall 2021 rollout. If THEC gets our letter back to us in time, we are slated to be on the agenda for the Board of Trustees at the Dec. 6th meeting.

If students ask about the program, please know that we are not allowed to promote or advertise quite yet. We should be able to start promotion of the program closer to March of next year if all continues to go well.

5. NSS Update

There is no real update at this time.

Action Items	Owner(s)	Deadline	Status
Clarification on needs for AS degree offering	Dr. Culhane	As soon as possible	In Progress
Remind adjuncts to encourage course eval participation	Mel Boyer	As soon as possible	COMPLETE