

Minutes-Dept. of Public Management and Criminal Justice Faculty Meeting June 18, 2013

The meeting was called to order at 2:53 PM by Dr. Zaman, Chair.

Present: Zaman, Abedin, Genis, O'Connor, Prescott, Starnes, Halliman, Hashmi, and Ogbonna.

Absent: Smith, Hensley

1. Dr. Zaman thanked his colleagues for his appointment for another four-year term as Chair.
2. Flowers for Gail Roach, Dept. Secretary were handled by Dr. Starnes. A collection was taken. Dr. Zaman indicated that he had signed appropriate medical leave forms for Gail. The Department is allowed to hire a full-time temporary secretary. It is uncertain whether Gail will be able to return.
3. Dr. Starnes gave a presentation about BRAVO and SLOs for the Department. A handout was distributed (which had been e-mailed previously) containing the compliance data. It was noted that MT and CA/FS was added in the middle of the process. Dr. Starnes met with Dr. Brian Johnson about SLO and BRAVO requirements. These are necessary for SACS. PM requirements were discussed first. It was noted that learning outcomes for the PM program as a whole must be entered onto the form, not requirements/outcomes for a particular course. The final exam for PM 3230 was the outcome measure selected. The class average was 91%, which was rejected by the faculty as being too high during Fall 2012 meetings. It was decided that the average should be between 75% and 80%. Test results were included. Improvements (page 2) were read. The administration wants broad measures of outcomes for entire majors, not for specific classes. The proposed solution was to utilize the PM exit exam for this purpose. Problems: THEC must approve the test. In addition, the results of the pilot exit exam were poor. Dr. Starnes rewrote the exit exam in order to conduct another pilot. Another proposal was discussed to embed the assessment into a 4000-level PM class and to give the exit exam as a graded assignment. Discussion ensued. The Criminal Justice/Homeland Security assessments were then discussed. It was decided that CRJ 1010 (the introductory course) was not appropriate for assessment. Instead, CRJ field exam scores should be used for this purpose. Discussion ensued about efforts to improve the scores of students on the critical thinking section of the field test, as employers value this in new hires. Utilizing all sections of CRJ 3430 (Management of Incidents) to include critical thinking assignments was discussed. BRAVO/SLO measures for MT was then discussed. It was noted that MT does not have a capstone equivalent. MT 2250 (business law) was used for assessment. The average for the class was 66%. It was suggested to reduce the number of chapters covered by the course from 31 to 21 by focusing upon the most important subjects. Dr. Halliman suggested that his Small Business Operations course could serve as a capstone through the use of a business simulation as outcome measure. CA/FS outcome measures were discussed. It was noted that Dr. Starnes prepared them herself because the program manager (Mr. Hensley) failed to submit requested data. Dr. Starnes used an introductory textbook to prepare BRAVO measures for the program. It

was suggested that their certificate testing program would be the appropriate outcome measure for CA/FS.

4. Schedules of classes for the next several semesters on both campuses were discussed by Dr. Zaman. Request classes ahead of time.
5. Hiring new CRJ/HS faculty: Dr. David King refused the offer of a tenure-track job. Dr. Zaman indicated that we need to hire a full-time temporary faculty member. He is in the process of hiring someone.
6. Faculty travel funds: At present, there is \$1000 for each faculty member. Additional money may come in the fall.
7. Program of study forms: these need to be changed (Zaman). Specifically, the CRJ forms should be changed to allow for any approved social science course such as HHP 1250 to be more easily indicated on the form. Discussion ensued about changing suggested minors as well on both CRJ and PM POS forms.
8. Graduations cancelled and pending lists: Dr. Zaman gave a handout listing 15 names in CRJ and 4 names in PM. These must be dealt with by advisors. Advising must be shared fairly by all faculty (Zaman).
9. Student advising : Particular cases were discussed. It was reemphasized by Dr. Zaman that all full-time faculty members must share in advising.

The meeting adjourned at 4:37 PM.

Submitted by James Prescott, June 20, 2013.