



**1. Overview**

A. Provide a brief description of the new certificate.

The Security Studies Certificate will provide students with the skills and credentials necessary to expand their employment opportunities in corporate and public security. Students will receive extended education in cross disciplinary topics such as accounting, computer studies, and advanced crime and law courses. Upon completion of this certificate, students will be well equipped to have fluid conversations with professionals from different backgrounds which is of importance when working in corporate security.

B. This proposed certificate (check one):

- Is cross disciplinary; or
- Is certified by a professional or accredited organization/governmental agency; or,
- Clearly leads to advanced specialization in a field; or,
- Is granted to a program that does not currently have a major.

C. Why should this be a certificate rather than a concentration or a minor?

Building a certificate verses a concentration or minor will certify that students who complete the Security Studies certificate were required to complete courses in disciplines other than Criminology and Criminal Justice. Ultimately, these students will have completed courses in accounting and computer information. Also, allowing this to be a certificate will provide the opportunity for individuals who are not degree seeking at ASU to gain additional credentials to enhance their education and/or professional qualifications. As an extension, future employers will know that our graduates have been provided a certificate that specializes in Security Studies and that required them to work across disciplines.

D. Affiliation

If the certificate program is affiliated with a degree program, include a brief statement of how it will complement the program. If it is not affiliated with a degree program, incorporate a statement as to how it will provide an opportunity for a student to gain knowledge or skills not already available at ASU.

This program will be affiliated with the Bachelor of Science in Criminology and Criminal Justice but will also be available to non CRJ majors. The certificate will enhance the bachelor's program as it will incorporate accounting and computer based skills that are not currently required for the degree. This will also supplement non CRJ majors because it will provide students with additional Criminology courses not necessarily required for their primary degree.

E. Demand

Explain the need for the new certificate (e.g., market demand, interdisciplinary considerations).

Organizations within the security management field have indicated that the state Universities are not producing graduates who are trained in corporate security techniques and skills. ASU graduates who have a Security Studies certificate will possess the desired skills required to be hired in corporate security positions. There is a high demand for this certificate to be created and will help our students gain access to a niche they currently don't have access to.

F. Projected enrollment

What are enrollment projections for the first three years?

	<b>1<sup>st</sup> Year</b>	<b>2<sup>nd</sup> Year</b> (Yr. 1 continuing + new entering)	<b>3<sup>rd</sup> Year</b> (Yr. 1 & 2 continuing + new entering)
Number of Students (Headcount)	50	100	125

## 2. Support and Impact

### A. Faculty governance

Provide a supporting letter from the chair of the academic unit verifying that the proposed certificate has received faculty approval through appropriate governance procedures in the unit and that the unit has the resources to support the certificate as presented in the proposal, without impacting core program resources.

Please see attached.

### B. Other related programs

Identify other related ASU programs and outline how the new certificate will complement these existing ASU programs. (If applicable, statements of support from potentially-affected academic unit administrators need to be included with this proposal submission.)

Students pursuing the Bachelors in Justice Studies and Political Science may have immediate interest in the Security Studies certificate. This certificate would be a supplement to their primary degree and could give them access to additional employment opportunities. Upon our review and inspection, we have not seen a similar certificate being offered by a different School. This would be the first ASU certificate offering a specilization in security studies.

### C. Letter(s) of support

Provide a supporting letter from each college/school dean from which individual courses are taken.

**3. Academic Curriculum and Requirements**

**A. Knowledge, competencies, and skills**

List the knowledge, competencies, and skills (learning outcomes) students should have when they complete this proposed certificate. Examples of program learning outcomes can be found at (<http://www.asu.edu/oue/assessment.html>).

Students should have basic familiarity with the general principles of security and how it applies in different contexts. Security will be examined in the contexts of terrorism, computer use, accounting and forensic settings. These outcomes will be demonstrated through a series of student assessments to include tests, problem solving exercises and applications of principles of security to real world problems in seminar settings as well as in written exercise.

**B. Admissions criteria**

List the admissions criteria for the proposed certificate. If they are identical to the admission criteria for the existing major and degree program under which this certificate will be established, please note that here.

There will be no additional admissions criteria for this certificate.

**C. Curricular structure**

Provide the curricular structure for this certificate. Be specific in listing required courses and specify the total minimum number of hours required for the certificate.

**Required certificate courses**

Prefix	Number	Title	Is this a new Course?	Credit Hours
ACC	382	Accounting and Financial Analysis	No	3
CIS	105	Computer Applications and Information Technology	No	3
CRJ	201	Criminal Justice Crime Control Policies and Practices	No	3
CRJ	419	Domestic Terrorism	No	3
<i>Section sub-total:</i>				12

**Elective certificate courses**

Prefix	Number	Title	Is this a new Course?	Credit Hours
<b>Select Two from the Following (6 credits):</b>				
CRJ	410	Procedural Criminal Law	No	3
CRJ	413	Forensics	No	3
CRJ	463	White Collar Crime	No	3
CRJ	464	Organized Crime	No	3
CRJ	450	Crime Analysis	Yes	3
CRJ	412	International Terrorism	Yes	3
<b>Select One from the Following (3 credits):</b>				
CIS	235	Introduction to Information Systems	No	3
CPI	101	Introduction to Informatics	No	3
CSE	100	Principles of Programming with C++	No	3
CSE	110	Principles of Programming with Java	No	3
CSE	180	Computer Literacy	No	3

**Select One from the Following (3 credits):**

CRJ	484	Internship	No	3
LES	305	Legal, Ethical, and Regulatory Issues in Business	No	3
LAW	480	Business, Law, and Society	No	3
<i>Section sub-total:</i>				12

**Other certificate requirements**

E.g. – Capstone experience, internship, clinical requirements, field studies, foreign language skills as applicable Credit Hours  
 N/A

Section sub-total:

**Total minimum credit hours required for certificate      24**

**D. Minimum residency requirement**

How many hours of the certificate must be ASU credit? 15

**E. New Courses**

Provide a brief course description for each new course. The following new courses have been submitted in Curriculum Changemaker.

CRJ 412 International Terrorism (3) This course provides the student with a systematic examination of the structural, organizations, and political characteristics that affect the topic of international terrorism. This course will also examine the legal ramifications of the Patriot Act and its legal implications upon our judicial system.

CRJ 450 Crime Analysis (3) The objective of this course is to help you understand the techniques of crime analysis and crime mapping and how they are practiced in everyday policing. We will focus on discussing issues in crime analysis and crime mapping, critiquing current practices, and reviewing some of the technology that is used. The following are the topics that will be covered: Introduction to Crime Analysis and Crime Mapping; Environmental Criminology; Data and Technology; and Specific Techniques and Examples Used in Tactical, Strategic, and Administrative Crime Analysis.

Note: All new required courses should be submitted in Curriculum Changemaker and ready for Provost’s Office approval before this certificate is put on Curriculum and Academic Programs Committee (CAPC) agenda.

**4. Administration and Resources**

**A. Administration**

How will the proposed certificate be administered (including admissions, student advisement, retention, etc.)? Students interested in the Security Studies certificate will be directed to the advising offices for the School of Criminology and Criminal Justice. The advising team will be made aware of the certificate requirements and will meet to discuss the requirements and expectations with interested students. Should students wish to officially pursue the certificate, the advisors will go into PeopleSoft and will formally add the certificate to their plan of study. From there, the certificate requirements will be monitored for completion as they progress through their degree requirements. We will track students in the certificate through My Reports and will use this information as a retention tool for students pursuing the certificate.

**B. Resources**

What are the resource implications for the proposed certificate, including any projected budget needs? Will new books, library holdings, equipment, laboratory space and/or personnel be required now or in the future? If multiple units/programs will collaborate in offering this certificate please discuss the resource contribution of each participating program. Letters of support must be included from all academic units that will commit resources to this certificate.

The courses that are required and that are electives for the Security Studies certificate are already existing ASU courses. No additional courses are being created and additional space is not needed to accommodate students enrolled in the certificate. The certificate will definitely help fill courses not at capacity. We have reached out to the Schools offering classes not provided by the School of Criminology and Criminal Justice for letters of support. At this time we have received a support letter from the School of Accountancy, School of Computer Information, and College of Law.

**C. Primary Faculty**

List the primary faculty participants regarding this proposed certificate. For interdisciplinary certificates, please include the relevant names of faculty members from across the University.

<b>Name</b>	<b>Title</b>	<b>Area(s) of Specialization as they relate to proposed certificate</b>
Scott Decker	Foundation Professor	Drug and Human Smuggling, Homeland Security, Terror Groups
Charles Katz	Professor	Human Smuggling, Gangs, Homeland Security, Policing and Security
Michael White	Associate Professor	Technology and Security, Local-Federal police relations
Cody Telep	Assistant Professor	Police Problem Solving, Federal state and local enforcement interface
Howard Birenbaum	Faculty Associate	Forensics
Charles Loftus	Faculty Associate	International Terrorism, Homeland Security

**5. Additional Materials**

- A. Complete and attach the Appendix document.
- B. Provide one or more model programs of study (if appropriate).
- C. Attach other information that will be useful to the review committees and the Office of the Provost.

## APPENDIX

### OPERATIONAL INFORMATION FOR UNDERGRADUATE CERTIFICATES

(This information is used to populate the Degree Search/catalog website.

Please consider the student audience in creating your text.)

**A. Proposed Certificate Name:** Security Studies

**B. Description (150 words maximum)**

The security studies certificate will provide students with the skills and credentials necessary to expand their employment opportunities in corporate and public security. Students will receive extended education in cross-disciplinary topics such as accounting, computer studies, and advanced crime and law courses. Upon completion of this certificate, students will be well-equipped to have fluid conversations with professionals from different backgrounds.

**C. Contact and Support Information**

Building Name, code and room number: ( <i>Search ASU map</i> )	UCENT 600
Program office telephone number: ( <i>i.e. 480/965-2100</i> )	602/496-2356
Program Email Address:	SCCJ@asu.edu
Program Website Address:	<a href="http://ccj.asu.edu/">http://ccj.asu.edu/</a>

**D. Program Requirements:** Provide applicable information regarding the program such as curricular restrictions or requirements, specific course lists, or academic retention requirements.

The following courses are required (12):

ACC 382: Accounting and Financial Analysis (3)  
CIS 105: Computer Applications and Information Technology (3)  
CRJ 201: Criminal Justice Crime Control Policies and Practices (3)  
CRJ 419: Domestic Terrorism (3)

Select two from the following (6):

CRJ 410: Procedural Criminal Law (3)  
CRJ 412: International Terrorism (3)  
CRJ 413: Forensics (3)  
CRJ 450: Crime Analysis (3)  
CRJ 463: White Collar Crime (3)  
CRJ 464: Organized Crime (3)

Select one from the following (3):

CIS 235: Introduction to Information Systems (3)  
CPI 101: Introduction to Informatics (3)  
CSE 100: Principles of Programming with C++ (3)  
CSE 110: Principles of Programming with Java (3)  
CSE 180: Computer Literacy (3)

Select one from the following (3):

CRJ 484: Internship (3)  
LES 305: Legal, Ethical, and Regulatory Issues in Business (3)  
LAW 480: Business, Law, and Society (3)

**E. Additional Admission Requirements** If applicable list any admission requirements (freshman and/or transfer) that are higher than and/or in addition to the university minimum undergraduate admission requirements.)

There are no additional admissions requirements other than those required for admission to ASU.

**F. Delivery/Campus Information Delivery:**

On-campus only (ground courses and/or iCourses)

*Note: Once students elect a campus or On-line option, students will not be able to move back and forth between the on-campus and the ASU Online options. Approval from the Office of the Provost and Philip Regier (Executive Vice Provost and Dean) is required to offer programs through ASU Online.*

**G. Campus/Locations:**

Indicate **all** locations where this program will be offered.

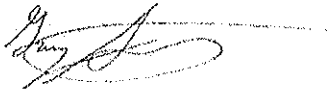
Downtown Phoenix     Polytechnic     Tempe     West    Other:

June 18, 2013

To whom it may concern,

I am writing on behalf of the ~~undergraduate committee~~, composed of the faculty members from the School of Criminology and Criminal Justice, who support the creation of the proposed Security Studies certificate. This certificate would address a growing demand amongst both students and employers for knowledge and skills regarding corporate and public security, particularly in light of the increasing portion of public life spent online along with the shift to online criminal activity. We will support the Security Studies certificate with our existing core and elective coursework and will encourage our interested students to pursue the certificate.

Sincerely,



Gary Sweeten, Ph.D.  
Associate Professor and Chair of Undergraduate Committee  
School of Criminology and Criminal Justice



## Memo

To: School of Criminology and Criminal Justice

From: Philip M. J. Reckers, Director, School of Accountancy

Re: Securities Studies Certificate

Date: July 2, 2013

The School of Accountancy has recommended and approved ACC 382, *Accounting and Financial Analysis*, as the foundational Accountancy course for the Securities Studies Certificate.

## Rachel La Vine

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**From:** Angelina Saric  
**Sent:** Friday, August 09, 2013 11:31 AM  
**To:** Rachel La Vine  
**Subject:** RE: Security Studies Certificate-School of CCJ

Hi Rachel,

The Department of Information Systems supports the use of CIS 105 and CIS 235 for this Security Studies Certificate. Do you have a template for a letter that we can use?

Sorry for the delay.

Thanks,

Angie

---

Angelina Saric, Associate Director  
Department of Information Systems  
W. P. Carey School of Business  
PO Box 874606, Tempe, AZ 85287-4606  
480-965-4974 - voice 480-727-0881 - fax  
[angelina.saric@asu.edu](mailto:angelina.saric@asu.edu)  
[wpcarey.asu.edu/knowIT](http://wpcarey.asu.edu/knowIT)

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**From:** Rachel La Vine  
**Sent:** Thursday, August 08, 2013 3:19 PM  
**To:** Angelina Saric  
**Subject:** FW: Security Studies Certificate-School of CCJ

Good afternoon Angie,

As we approach the start of the new academic year, I wanted to take a moment to see if you have had a chance to review the message I sent in July regarding the Security Studies Certificate. This certificate is being offered by the School of Criminology and Criminal Justice starting in fall 2014. Part of the review process includes obtaining a letter of support from your unit indicating you support us using classes from your School toward our certificate.

If you have any questions or recommendations about us using alternative courses please let me know.

Sincerely,

## Rachel La Vine, M.Ed.

Student Success Coordinator  
School of Criminology and Criminal Justice  
Arizona State University-Downtown Campus  
College of Public Programs  
411 N. Central Ave. Suite 600  
Phoenix, AZ 85004-0685  
P: 602.496.2356  
F: 602.496.2366  
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**From:** Rachel La Vine  
**Sent:** Monday, June 17, 2013 12:07 PM

**To:** Angelina Saric

**Subject:** Security Studies Certificate-School of CCJ

Good afternoon Angie,

Thank you for taking the time to speak with me earlier today. As we discussed, the School of Criminology and Criminal Justice is working to establish a Security Studies Certificate for Fall 2014 forward. This certificate will better prepare students to enter the corporate security field. They will have access to positions allowing them to recover stolen property, create emergency contingency plans, and much more. We are looking to incorporate some cross-disciplinary work in accounting and computer information. We believe that having foundational accounting and computer science skills will allow students to effectively communicate basic concepts and skills needed to be successful professionals. Part of the requirement to establish a certificate is to garner letters of support from Schools who provide the courses we want to use. Below is what we currently have as a working outline for courses students need to complete in order to be awarded the Security Studies Certificate:

**The Following Courses are Required (12 credits):**

ACC 382: Accounting and Financial Analysis

CIS 105: Computer Applications and Information Technology

CRJ 201: Crime Control Policies

CRJ 419: Domestic Terrorism

**Select Two from the Following (6 credits):**

CRJ 410: Procedural Criminal Law

CRJ 413: Forensics

CRJ 463: White Collar Crime

CRJ 464: Organized Crime

CRJ 494: Crime Analysis

CRJ 494: International Terrorism

**Select One from the Following (3 credits):**

CIS 235: Introduction to Information Systems

CPI 101: Introduction to Informatics

CSE 100: Principles of Programming with C++

CSE 110: Principles of Programming with Java

CSE 180: Computer Literacy

**Select One from the Following (3 credits):**

CRJ 484: Internship

LES 305: Legal, Ethical, and Regulatory Issues in Business

LAW 480: Business, Law, and Society

As noted, we would like to require CIS 105 and allow CIS 235 as an elective option for their secondary computer course. If you find it acceptable for us to use these courses, we would like to have the letter of support before the end of July. Ultimately, the Provost's office wants to ensure we have the support of the Schools whose courses we want to use toward the certificate. If you have any questions, concerns, or need additional information please let me know.

I hope to hear from you soon.

Best,

**Rachel La Vine, M.Ed.**

Student Success Coordinator  
School of Criminology and Criminal Justice  
Arizona State University-Downtown Campus  
College of Public Programs  
411 N. Central Ave. Suite 600  
Phoenix, AZ 85004-0685  
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## Rachel La Vine

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**From:** Anne Herbert  
**Sent:** Friday, August 09, 2013 1:33 PM  
**To:** Rachel La Vine  
**Cc:** Casey Musser (cmusser@asu.edu)  
**Subject:** RE: LAW 480 Pre-Req

No problem!

When your students need overrides you just need to contact my assistant, Casey Musser, who I'm ccing on this email.

Best,  
Anne

---

**From:** Rachel La Vine  
**Sent:** Friday, August 09, 2013 1:31 PM  
**To:** Anne Herbert  
**Subject:** RE: LAW 480 Pre-Req

Hello Anne,

Thank you so much for your assistance with this! I will likely be reaching out to you again in the future to determine the best course of action our students will need to take when requesting the overrides.

Have a wonderful afternoon,

## Rachel La Vine, M.Ed.

Student Success Coordinator  
School of Criminology and Criminal Justice  
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**From:** Anne Herbert  
**Sent:** Friday, August 09, 2013 1:26 PM  
**To:** Rachel La Vine  
**Subject:** RE: LAW 480 Pre-Req

Given the course background you specify, the students completing this certificate would receive overrides in order to take LAW 480.

Anne

PS. Excellent admin catch there ...

**From:** Rachel La Vine  
**Sent:** Friday, August 09, 2013 1:22 PM  
**To:** Anne Herbert  
**Subject:** RE: LAW 480 Pre-Req

Hello Anne,

Thank you for the support. Since LAW 210 is not required as part of the certificate, will students pursuing the certificate be provided overrides to get into LAW 480. Again these students will be completing CRJ 201 and 419 (in the majority of cases, these will be students who will also complete CRJ 100 and 225). Given this information, would an override be granted to these students? Or will they still need LAW 210 to meet the prerequisite?

Thank you,

## Rachel La Vine, M.Ed.

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**From:** Anne Herbert  
**Sent:** Friday, August 09, 2013 12:53 PM  
**To:** Rachel La Vine  
**Subject:** Re: LAW 480 Pre-Req

You have my support to include LAW 480 in the Security Studies Certificate. However, the LES 305 is not a course in our college. This course is offered by the W.P. Carey School.

Best,  
Anne

Sent from my iPad

On Aug 8, 2013, at 3:23 PM, "Rachel La Vine" <[Rachel.Lavine@asu.edu](mailto:Rachel.Lavine@asu.edu)> wrote:

Good afternoon Ms. Herbert,

As we approach the start of the new academic year, I wanted to take a moment to see if you have had a chance to review the message I sent in July regarding the Security Studies Certificate. This certificate is being offered by the School of Criminology and Criminal Justice starting in fall 2014. Part of the review process includes obtaining a letter of support from your unit indicating you support us using classes from your School toward our certificate. We originally inquired about LAW 480. I would also like to see if we can gain support to use LES 305 as well. I have included the outline of our certificate below:

The Following Courses are Required (12 credits):

ACC 382: Accounting and Financial Analysis  
CIS 105: Computer Applications and Information Technology  
CRJ 201: Crime Control Policies  
CRJ 419: Domestic Terrorism

Select Two from the Following (6 credits):

CRJ 410: Procedural Criminal Law  
CRJ 413: Forensics  
CRJ 463: White Collar Crime  
CRJ 464: Organized Crime  
CRJ 494: Crime Analysis  
CRJ 494: International Terrorism

Select One from the Following (3 credits):

CIS 235: Introduction to Information Systems  
CPI 101: Introduction to Informatics  
CSE 100: Principles of Programming with C++  
CSE 110: Principles of Programming with Java  
CSE 180: Computer Literacy

Select One from the Following (3 credits):

CRJ 484: Internship  
LES 305: Legal, Ethical, and Regulatory Issues in Business  
LAW 480: Business, Law, and Society

If you have any questions or recommendations about us using alternative courses please let me know.

Sincerely,

## Rachel La Vine, M.Ed.

Student Success Coordinator  
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**From:** Rachel La Vine  
**Sent:** Monday, June 10, 2013 2:55 PM  
**To:** Anne Herbert  
**Cc:** Scott Decker; Gary Sweeten  
**Subject:** LAW 480 Pre-Req

Good afternoon Ms. Herbert,

My name is Rachel La Vine and I am the Advising Coordinator with the School of Criminology and Criminal Justice at the Downtown Phoenix campus. Our School is in the process of creating a Security Studies Certificate which would prepare undergraduate students wishing to enter the corporate security

field. We are interested in incorporating LAW 480: Business, Law, and Society into the certificate as one of the courses students could choose from to complete the certificate requirements. LAW 480 has LAW 210: Law, Culture and Community as a pre-requisite. I am writing to see if the prerequisite of LAW 210 could be waived for students pursuing the Security Studies Certificate. As part of the certificate, students will be required to complete CRJ 100: Introduction to Criminal Justice and CRJ 201: Crime Control Policies (the course descriptions are below).

**CRJ 100: Course description:** Overview of the justice system. Roles of law enforcement personnel, the courts, and correctional agencies. Philosophical and theoretical views in historical perspective.

**CRJ 201: Course description:** Introduces concepts as the application of situational crime prevention strategies, problem-oriented crime control approaches, hot spots policing, defensible space, and crime prevention through environmental design. Students work to apply academic theory to actual crime problems in the local area.

Would it be acceptable to waive the LAW 210 prerequisite given the required completion of CRJ 100 and CRJ 201? Students taking LAW 480 would not only have completed these courses but would also be juniors/seniors.

I have CC'd my Director, Scott Decker and our Undergraduate Committee Chair, Gary Sweeten.

Thank you for your consideration and please let us know if you have any questions.

Sincerely,

**Rachel La Vine, M.Ed.**

Student Success Coordinator  
School of Criminology and Criminal Justice  
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## Jeniece Morales

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**From:** Ronald Askin  
**Sent:** Tuesday, September 10, 2013 9:00 AM  
**To:** Rachel La Vine  
**Cc:** Jeremy Helm; Yann-Hang Lee  
**Subject:** RE: Security Studies Certificate-School of CCJ

Rachel,  
The School of Computing, Informatics, and Decision Systems Engineering is fine with you including the proposed courses  
CPI 101: Introduction to Informatics  
CSE 100: Principles of Programming with C++  
CSE 110: Principles of Programming with Java  
CSE 180: Computer Literacy  
as electives in the Security Studies Certificate program. I'm assuming this will be a rather small number of students (less than 30 per year). If you anticipate more students please let me know so we can plan accordingly.  
Ron Askin

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**From:** Rachel La Vine  
**Sent:** Friday, June 14, 2013 11:37 AM  
**To:** Ronald Askin  
**Cc:** Jeremy Helm  
**Subject:** Security Studies Certificate-School of CCJ

Good afternoon Mr. Askin and Mr. Helm,

My name is Rachel La Vine and I am the Advising Coordinator for the School of Criminology and Criminal Justice. Our School is currently working to establish a Security Studies Certificate beginning Fall 2014 forward. This certificate will better prepare students to enter the corporate security field. We are looking to incorporate some foundational, cross-disciplinary work in Accounting and Computer Information. We believe that having foundational accountancy and computer information skills will allow students to effectively communicate basic concepts and skills needed to be successful professionals. Part of the requirement to establish a certificate is to garner letters of support from Schools who provide the courses we want to use. I have included the working outline for the certificate below:

**The Following Courses are Required (12 credits):**

ACC 231: Uses of Accounting Info I  
CIS 105: Computer Applications and Information Technology  
CRJ 201: Crime Control Policies  
CRJ 419: Domestic Terrorism

**Select Two from the Following (6 credits):**

CRJ 410: Procedural Criminal Law  
CRJ 413: Forensics (note new approved number which will come online in Spring 2014)  
CRJ 463: White Collar Crime  
CRJ 464: Organized Crime  
CRJ 494: Crime Analysis (we're applying for a permanent number for this course)  
CRJ 494: International Terrorism (applying for a permanent number as "International Terrorism")

**Select One from the Following (3 credits):**

CIS 235: Introduction to Information Systems

CPI 101: Introduction to Informatics  
CSE 100: Principles of Programming with C++  
CSE 110: Principles of Programming with Java  
CSE 180: Computer Literacy

**Select One from the Following (3 credits):**

LES 305: Legal, Ethical, and Regulatory Issues in Business  
LAW 480: Business, Law, and Society

If you feel there are more appropriate courses we should apply toward the certificate please let me know. Ultimately, we need to have a required intro level class (CIS 105 or something similar) and then a secondary, follow up course that will further enhance the introduction course. In order to establish our certificate, we need to have a letter of support from either you or one of your colleagues. I would be very glad to further discuss any questions, concerns, or recommendations you have to provide toward the Security Studies Certificate.

I hope to hear from you soon.

Sincerely,

**Rachel La Vine, M.Ed.**

Student Success Coordinator  
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## Jeniece Morales

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**From:** Kay Faris  
**Sent:** Monday, September 09, 2013 8:43 PM  
**To:** Rachel La Vine  
**Cc:** Kay Faris  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Rachel,

The W. P. Carey School has no objections to this proposal. Thank you for checking with us, and please let me know if you have additional questions.

Kay Faris

**From:** Rachel La Vine  
**Sent:** Monday, September 09, 2013 4:27 PM  
**To:** Kay Faris  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Hello Kay,

I wanted to check in and see if a decision has been made in regards to the School of Criminology and Criminal Justice using LES 305 toward our certificate requirements. Please let me know if there are any additional questions.

Best,

## Rachel La Vine, M.Ed.

Student Success Coordinator  
School of Criminology and Criminal Justice  
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**From:** Kay Faris  
**Sent:** Saturday, August 17, 2013 9:05 AM  
**To:** Rachel La Vine  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Thanks for the follow up, Rachel. I'm checking with the department.

Kay Faris  
Senior Associate Dean, Undergraduate Programs  
W. P. Carey School of Business  
Arizona State University

Tempe, AZ 85287-3406  
480-965-7587 (voice)  
[Kay.Faris@asu.edu](mailto:Kay.Faris@asu.edu)

---

**From:** Rachel La Vine  
**Sent:** Wednesday, August 14, 2013 9:29 AM  
**To:** Kay Faris  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Hello Kay,

LES 305 will be one of three class choices students will have to fulfill a portion of the certificate. They will choose one class from LES 305, LAW 480, and CRJ 484. Given that the certificate will be open to all majors, we expect to have around 125 students pursuing the certificate in the third year. Students will of course be at different levels based on what requirements they have already completed. Perhaps it would be advantageous to restrict a certain number of seats in the class to students pursuing the certificate? In addition, if the class closes naturally, then students would be forced to select from LAW 480 or CRJ 484 (that is our Internship class).

If you have any other questions or concerns please let me know.

Thank you,

## Rachel La Vine, M.Ed.

Student Success Coordinator  
School of Criminology and Criminal Justice  
Arizona State University-Downtown Campus  
College of Public Programs  
411 N. Central Ave. Suite 600  
Phoenix, AZ 85004-0685  
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**From:** Kay Faris  
**Sent:** Tuesday, August 13, 2013 7:43 PM  
**To:** Lora Koretz  
**Cc:** Rachel La Vine  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Hi Rachel,

Can you tell me the expected enrollment in this certificate? This is a required course for our business majors, so capacity can be an issue for us.

Kay Faris  
Senior Associate Dean, Undergraduate Programs  
W. P. Carey School of Business  
Arizona State University  
Tempe, AZ 85287-3406  
480-965-7587 (voice)  
[Kay.Faris@asu.edu](mailto:Kay.Faris@asu.edu)

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**From:** Lora Koretz  
**Sent:** Tuesday, August 13, 2013 12:31 PM  
**To:** Kay Faris  
**Cc:** Rachel La Vine  
**Subject:** FW: Letter of Support-Future CCJ Certificate

Hi Kay -

I received this request for a Letter of Support from the School of Criminal Justice. The details are at the bottom of this e-mail.

Delcine suggested that I forward this to you.

Please let me know if you need any help with this.

Best regards,

Lora J. Koretz, J.D., MBA

Office Hours by appointment in person, by phone or Skype

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**From:** Rachel La Vine  
**Sent:** Tuesday, August 13, 2013 8:15 AM  
**To:** Lora Koretz  
**Subject:** RE: Letter of Support-Future CCJ Certificate

Hello Lora,

The Provosts Office requires that we obtain a letter of support from the Schools that teach the classes we want to use toward the certificate. This is to guarantee that those Schools are aware that students will be taking their courses and that they are supportive of that enrollment. In the letter, you should include that your School supports students taking LES 305 toward the Security Studies certificate. It does not need to be a long statement, just a couple sentences that confirms the School is aware that non majors will be taking LES 305 and that the School supports this.

I hope that helps clarify.

Best,

## **Rachel La Vine, M.Ed.**

Student Success Coordinator  
School of Criminology and Criminal Justice  
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**From:** Lora Koretz  
**Sent:** Sunday, August 11, 2013 7:58 PM  
**To:** Rachel La Vine  
**Subject:** RE: Letter of Support-Future CCJ Certificate

I teach the course highlighted but I am not sure what you need. I will not be on campus this week but I will be the following week.

Best regards,

Lora J. Koretz, J.D., MBA

Office Hours by appointment in person, by phone or Skype

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**From:** Rachel La Vine

**Sent:** Friday, August 09, 2013 1:39 PM

**To:** Lora Koretz

**Subject:** Letter of Support-Future CCJ Certificate

Good afternoon Lora,

My name is Rachel La Vine and I am the Advising Coordinator for the School of Criminology and Criminal Justice. Our School is currently working to establish a Security Studies Certificate beginning Fall 2014 forward. This certificate will better prepare students to enter the corporate security field. Part of the requirement to establish a certificate is to garner letters of support from Schools who provide the courses we want to use. I have included the working outline for the certificate below:

**The Following Courses are Required (12 credits):**

ACC 231: Uses of Accounting Info I

CIS 105: Computer Applications and Information Technology

CRJ 201: Crime Control Policies

CRJ 419: Domestic Terrorism

**Select Two from the Following (6 credits):**

CRJ 410: Procedural Criminal Law

CRJ 413: Forensics (note new approved number which will come online in Spring 2014)

CRJ 463: White Collar Crime

CRJ 464: Organized Crime

CRJ 494: Crime Analysis (we're applying for a permanent number for this course)

CRJ 494: International Terrorism (applying for a permanent number as "International Terrorism")

**Select One from the Following (3 credits):**

CIS 235: Introduction to Information Systems

CPI 101: Introduction to Informatics

CSE 100: Principles of Programming with C++

CSE 110: Principles of Programming with Java

CSE 180: Computer Literacy

**Select One from the Following (3 credits):**

LES 305: Legal, Ethical, and Regulatory Issues in Business

LAW 480: Business, Law, and Society

If you feel there is a more appropriate course we should apply toward the certificate please let me know. In order to establish our certificate, we need to have a letter of support from either you or one of your colleagues. I would be very glad to further discuss any questions, concerns, or recommendations you have to provide toward the Security Studies Certificate. If this request should go to a different person please let me know.

I hope to hear from you soon.

Sincerely,

## **Rachel La Vine, M.Ed.**

Student Success Coordinator  
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