This form should be used by programs seeking to establish a new graduate certificate. All sections should be completed.

The graduate certificate is a programmatic or linked series of courses in a single field or in one that crosses disciplinary boundaries. The graduate certificate facilitates professional growth for people who already hold the baccalaureate degree, and it may be freestanding or linked to a degree program. The graduate certificate enables the university to respond to societal needs while promoting university cooperation with corporate, industrial, and professional communities.

Submit the completed and signed (chairs, unit deans) proposal to the Office of Graduate Academic Programs in Graduate Education. Mail code: 1003 and electronic copies to eric.wertheimer@asu.edu or amanda.morales-calderon@asu.edu.

Contact Name(s): Rachel La Vine
Contact Phone(s): 602-496-2358
College: College of Public Programs
Department/School: School of Criminology & Criminal Justice
Name of proposed Certificate: Corrections Management
Requested Effective Term and Year: Fall 2014 (e.g. Fall 2014)

1. OVERVIEW. Below, please provide a brief overview of the certificate, including the rationale and need for the program, potential size and nature of the target audience, information on comparable programs (at ASU and/or peer institutions), how this program would relate to existing programs at ASU, and any additional appropriate information.

Over the past several years, the number of career opportunities in criminal justice has grown impressively. One particular area of growth has been within the field of corrections at all levels of government and in private correctional institutions. At year end 2011, adult correctional authorities supervised 6,977,700 offenders at state and federal prisons and local jails. During the same time, the community supervision population was at 4,814,200. The majority of correctional employees are employed by state and federal prisons. Although qualifications for entry level positions vary from one institution to another, the Federal Bureau of prisons require that entry level correctional officers have a Bachelor’s Degree or a minimum of three years experience. Career advancement within the field of corrections is becoming more competitive, requiring higher levels of educational achievement. Students with a preparation in academic areas related to corrections will have an advantage in that market. In addition, as many state and local governments recover from the economic recession, they will begin to hire employees at all levels.

The Graduate Certificate in Corrections Management will prepare and enhance the corrections administration professional with coursework in criminal justice organizations, corrections and community supervision, and institutional management, and in cross-disciplines such as public administration. The certificate is designed to give students a solid foundational understanding of correctional administration, leadership, and policy analysis.

An advanced degree is an important key to career progression within the correctional administration field. Those with a corrections management certificate will have an advantage that makes a difference – a practical understanding of corrections management. Graduates of this program should expect to find employment in all levels of government from county to state to federal agencies, and in the expanding market of private correctional jails and prisons. Jobs range from line supervisor to executive director of a federal prison.

The certificate program will be of interest to graduate students in disciplines such as criminology, criminal justice, public administration, private security, and other related fields. In addition, the market for potential students includes those who hold a previous graduate degree and wish to supplement or update their skills and knowledge base. Finally, this certificate will be of interest to those who hold a bachelor’s degree and are not able or willing to commit to a full graduate degree program.
One target audience for this program is the graduate degree seeking students in the School of Criminology and Criminal Justice who are interested in extending their study and research into corrections. Another target audience is the non-degree students who are interested pursuing careers in corrections or wish to strengthen their career progression in correctional management without completing a second master’s degree.

These students may be upgrading their knowledge, competencies and skills for career purposes related to corrections management as opposed to policy. The third target audience is other graduate students at ASU enrolled in variety of disciplines in which administration has an important component (social work, sociology, psychology, law). A final target audience is community members interested in furthering their knowledge, competencies and skills for career purposes related to corrections management. These students are not interested in pursuing a master’s degree in corrections because they may already have a graduate degree or are not interested in a full graduate degree at this time. The difference between all targeted audiences and other certificates offered by the school is that this certificate focuses exclusively on corrections management and public management principles and practices.

No new courses are necessary for these students. They will attend regularly scheduled classes. The school has the resources to increase capacities for classes or add additional sections based on demand.

The school will use web-based marketing procedures to disseminate information on these new certificate programs. In addition, most prospective students explore degree options through the school website. The school also recruits graduate students, locally and nationally, by attending information sessions and visiting universities and other educational fairs. This will allow the opportunity to recruit professional adults, as well as current university students, to these certificate programs.

The academic infrastructure and current faculty, along with additional hires for the upcoming academic year, provide the necessary support for these new programs.

There are similar graduate certificates in Criminal Justice – law enforcement available at University of Central Florida, Eastern Kentucky University and University of Cincinnati. Most of these range from 12-18 credit hours.

2. ADMINISTRATION AND RESOURCES

A. How will the proposed certificate be administered (including recommendations for admissions, student advisement, retention etc.)? Describe the administering body in detail, especially if the proposed certificate is part of a larger interdisciplinary agenda. How will the graduate support staffing needs for this proposed certificate program be met?

The certificate will be administered by the School’s Graduate Online Assistant Director who is responsible for the overseeing and implementing of all online masters-level programs in the School of Criminology and Criminal Justice. The Online Assistant Director is responsible for evaluating all admission applications and any issues relating to the curriculum. Any exceptions to program policy and curriculum are at the discretion of the Graduate Online Assistant Director. Each student will work with the Student Support Specialist as their graduate advisor. The advisor is responsible for any initial advising on the program. Additionally, the Student Support Specialist will be responsible for monitoring student progress, processing petitions, plans of study, admissions applications, and other relevant forms and procedures.

B. What are the resource implications for the proposed certificate, including 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 program.

Current Library Relevant Holdings: Current library resources are sufficient to support this program.

Additional Library Acquisitions Needed: Current library resources are sufficient to support this program.

Existing Physical Facilities: No physical facilities are required to support this program.

Additional Facilities Required or Anticipated: No additional facilities are required or anticipated to support this program.

Other Support Now Available: The School’s additional support staff includes an Executive Assistant, Academic Success Coordinator and an Administrative Assistant.
Other Support Needed Next Three Years: Current staff is sufficient to support this program and student service resources for the next three years.

3. ADMISSIONS PROCEDURES AND CRITERIA

A. Admission criteria – Applicants must meet the admissions criteria for Graduate Education. Please also include any other additional admission requirements, e.g. type of undergraduate degree, minimum GPA, tests and/or entry-level skills that are required for this certificate program. ([http://graduate.asu.edu/sites/default/files/GraduatePolicies_1.pdf](http://graduate.asu.edu/sites/default/files/GraduatePolicies_1.pdf))

Degree(s): Applicants to the certificate program will be accepted year-round. Students may be granted admission for Fall, Spring, and Summer semesters. Potential applicants must meet all Graduate College admissions requirements and all materials are submitted online through the graduate application. Potential applicants who hold a bachelor’s degree from a regionally accredited institution are eligible to apply to the program. Students from related fields (such as public policy, political science, psychology, sociology, as well as other social science degrees) might in particular be interested in this program. However, all eligible students will be considered. Although the target students would most likely come from the aforementioned degree fields, there is no specific undergraduate degree major required for admission – the school will accept applicants with undergraduate degrees from all educational backgrounds. Regular admission may be granted to applicants who have achieved a grade point average of 3.0 or better (on a 4.0 scale) in the last two years of coursework leading to a bachelor’s degree.

For non-degree seeking students (those not admitted to a graduate degree program at ASU):
Applicants will be required to submit an official ASU graduate online application, official transcripts of undergraduate and graduate (if applicable) coursework, and a written statement of career and educational goals.

For graduate-degree seeking students (those admitted to a graduate program at ASU):
Applicants will be required to submit an official ASU graduate application and a written statement of career and educational goals.

**English Proficiency Requirement for International Applicants:** (See Graduate Education policies and procedures) ([http://graduate.asu.edu/admissions/international/english_proficiency](http://graduate.asu.edu/admissions/international/english_proficiency))

**Required Admission Examinations:** ☐GRE ☐GMAT ☐Millers Analogies ☒None required

B. Application Review Terms

Indicate all terms for which applications for admissions are accepted and the corresponding application deadline dates, if any:

To **select desired box**, place cursor on the left side of the box, right click mouse, select Properties, under **Default Value** select **Checked**, press OK and the desired box will be checked.

- ☑ Fall Deadline (month/year): Rolling deadline
- ☑ Spring Deadline (month/year): Rolling deadline
- ☑ Summer Deadline (month/year): Rolling deadline

C. Projected annual admission/enrollment

How many students will be admitted immediately following final approval of the certificate? What are enrollment projections for the next three years?

Enrollment projections are below.

Year 1: 20
Year 2: 40
Year 3: 60
4. ACADEMIC REQUIREMENTS

A. Minimum credit hours required for certificate (15 credit hour minimum)

Students will complete a total of 15 credit hours: 12 credit hours of required coursework and 3 credit hours of electives.

B. Please describe the primary course delivery mode, (e.g., online, face-to-face, off-site etc.). Please note: If this proposed initiative will be offered completely online, clearly state that in this section.

The certificate will be offered with an online course format. Please see attached letter of support from ASU Online.

C. As applicable, please describe culminating experience required (e.g., internship, project, research paper, capstone course, etc.)

There is no culminating experience required for this certificate.

D. What knowledge, competencies, and skills (learning outcomes) should graduates have when they complete this proposed certificate program? Examples of program learning outcomes can be found at [https://uoe.ee.asu.edu/program-outcomes](https://uoe.ee.asu.edu/program-outcomes).

<table>
<thead>
<tr>
<th>OUTCOME 1</th>
<th>Graduates from this certificate will examine and comprehend readings on classic and contemporary theories of organizations and management.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure 1.1</td>
<td>CRJ 516 Seminar in Criminal Justice Organization and Management</td>
</tr>
<tr>
<td>Performance Criterion 1.1</td>
<td>80% of students will earn a rating of 80% or higher on final exam in CRJ 516.</td>
</tr>
<tr>
<td>Measure 1.2</td>
<td>CRJ 516 Seminar in Criminal Justice Organization and Management</td>
</tr>
<tr>
<td>Performance Criterion 1.2</td>
<td>80% of students will earn a rating of 80% or higher on final paper in CRJ 516.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>OUTCOME 2</th>
<th>Graduates from this certificate will critically apply management and organization theories to issues in corrections.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Measure 2.1</td>
<td>CRJ 514 Seminar in Corrections</td>
</tr>
<tr>
<td>Performance Criterion 2.1</td>
<td>80% of students will earn a rating of 80% or higher on the final exam in CRJ 514.</td>
</tr>
<tr>
<td>Measure 2.2</td>
<td>CRJ 514 Seminar in Corrections</td>
</tr>
<tr>
<td>Performance Criterion 2.2</td>
<td>80% of students will earn a rating of 80% or higher on final paper in CRJ 514.</td>
</tr>
</tbody>
</table>

- Students graduating from the certificate program will be able to apply critical thinking, inquiry and problem solving skills to further their careers within the corrections management field.
- Students graduating from the certificate program will be able to demonstrate an understanding of corrections management, leadership, ethics and policy analysis.
- Students graduating from the certificate program will be prepared for careers within the corrections management field.

E. How will students be assessed and evaluated in achieving the knowledge, competencies, and skills outlined in 4.D. above? Examples of assessment methods can be found at [http://www.asu.edu/oue/assessment.html](http://www.asu.edu/oue/assessment.html).
A successful student must earn a minimum cumulative 3.0 grade point average in the certificate to successfully complete the program. In addition, students will be expected to achieve a mastery level or above in outcomes outlined for each of the two required classes (CRJ 516 and CRJ 514).

Student learning will be assessed by utilizing several different methods including:

- Reflective questions throughout the course to determine if learning outcomes are on target
- Quizzes and exams
- In-class activities, such as Discussion Boards
- Open class/instructor communication – online “Hallway Conversations”
- Final papers/projects
- Student surveys
- Instructor/course evaluations

F. Please state the Satisfactory student academic progress standards and guidelines (including any time limits for completion).

Dismissal from the certificate program will be recommended to Graduate Education if a student has received two (2) “C” and/or lower grades in course work taken after admission to the program.

Per ASU Graduate Education policy: “Grades of ‘D’, ‘E’, ‘I’ or ‘W’ and audited courses (graded as ‘X’) cannot be used on an iPOS, although grades ‘D’ and ‘E’ are used to compute the GPAs.

A student receiving a ‘D’ or ‘E’ must repeat the course in a regularly scheduled (not independent study) class if it is to be used on the plan of study.

No student may have more than two (2) incompletes at any one time. A student is barred from taking further course work until one or more of the incompletes is removed.

All coursework used toward the certificate must be completed within six (6) consecutive years.

G. Will this proposed certificate program allow sharing of credit hours from another ASU degree program to be used as part of this certificate program? (Please note that a maximum of 9 graduate-level credit hours taken as a non-degree student at ASU, including as a part of a certificate program, may be used towards a future graduate degree at ASU).

PAF 520 Public Management, which is offered by the School of Public Affairs within the College of Public Programs, is required to earn this certificate.

H. Below, please list all required and elective courses in the appropriate boxes (you may attach additional pages if necessary).

Please ensure that all new core course proposals have been submitted to the Provost’s office through the Curriculum ChangeMaker online course proposal submission system before this initiative is put on the University Graduate Council and CAPC agendas. Please note: a minimum of 2/3 of the courses required for a graduate certificate must be at the 500-level or above.

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>(Prefix &amp; Number)</em></td>
<td><em>(Course Title)</em></td>
</tr>
<tr>
<td>CRJ 514</td>
<td>Seminar in Corrections</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------</td>
</tr>
<tr>
<td>CRJ 516</td>
<td>Seminar in Criminal Justice Organization &amp; Management</td>
</tr>
<tr>
<td>CRJ 528 or CRJ 529</td>
<td>Prison &amp; Jail Administration OR Community Corrections</td>
</tr>
<tr>
<td>PAF 520</td>
<td>Public Management</td>
</tr>
</tbody>
</table>

**Electives**

(Students choose one (1) course from the list below for three (3) credit hours)

<table>
<thead>
<tr>
<th>(Prefix &amp; Number)</th>
<th>(Course Title)</th>
<th>(New Course?)</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 515</td>
<td>Seminar on Women and Crime</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 517</td>
<td>Seminar on Juvenile Delinquency &amp; Justice</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 518</td>
<td>Seminar on Race/Ethnicity, Crime &amp; Justice</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 519</td>
<td>Seminar on Victimization</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 520</td>
<td>Seminar on Violent Crime</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 521</td>
<td>Seminar on Nature of Crime</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 522</td>
<td>Seminar on Gangs and Crime</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 524</td>
<td>Seminar on Punishment &amp; Society</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 525</td>
<td>Seminar on Life Course Criminology</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Criminal Justice Ethics</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Forensics</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Death Penalty</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Crime Mapping</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Ecology of Crime</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Sex Offenders and Sex Crimes</td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Politics of Criminal Justice Policymaking</td>
<td>No</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

**Culminating Experience (if applicable)**

(Insert Section Sub-total)

<table>
<thead>
<tr>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Applicable</td>
</tr>
</tbody>
</table>

**Total required credit hours**

15 credits

5. PRIMARY FACULTY PARTICIPANTS - Please list all primary faculty participants for the proposed certificate, including home unit and title. You may attach additional pages if necessary.

<table>
<thead>
<tr>
<th>Name</th>
<th>Home Unit</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Callie Burt</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>Alyssa Chamberlain</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>Scott Decker</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Professor &amp; School Director</td>
</tr>
<tr>
<td>Kate Fox</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>Marie Griffin</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Assistant Professor</td>
</tr>
<tr>
<td>John Hepburn</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Professor</td>
</tr>
<tr>
<td>Kristy Holtfreter</td>
<td>School of Crim. &amp; Crim. Justice</td>
<td>Associate Professor &amp; Master’s Director</td>
</tr>
</tbody>
</table>
6. REQUIRED SUPPORTING DOCUMENTS
(Please label accordingly, i.e., Appendix or Attachment A, B, etc.)

Please include the following with your proposal:

A. Sample plans of study for students in the proposed program
B. Statements of support from all deans and heads of impacted academic units

7. APPROVALS - If the proposal submission involves multiple units, please include letters of support from those units.

DEPARTMENT CHAIR or SCHOOL DIRECTOR (PRINT/TYPEDATE)

SIGNATURE

DEAN (PRINT/TYPEDATE)

Kathleen Andereck, Associate Dean

SIGNATURE

DATE 9/20/13
Establishing Graduate Certificates

The following section will be completed by Graduate Education following the recommendations of faculty governance bodies.

<table>
<thead>
<tr>
<th>VICE PROVOST FOR GRADUATE EDUCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIGNATURE</td>
</tr>
</tbody>
</table>

**Please note:** Proposals for new certificates also require the review and recommendation of approval from the University Graduate Council, Curriculum and Academic Programs Committee (CAPC), the Academic Senate, and the Office of the Provost before they can be put into operation.

**The final approval notification will come from the Office of the Provost.**

GF1112G-89
APPENDIX
OPERATIONAL INFORMATION FOR GRADUATE CERTIFICATES
(This information is used to populate the Graduate Programs Search website.)

1. Provide a brief (catalog type - no more than 150 words) program description.
   The Graduate Certificate in Corrections Management will prepare and enhance the corrections administration professional with coursework in criminal justice organizations, corrections and community supervision, and institutional management, and in cross-disciplines such as public administration. The certificate is designed to give students a solid foundational understanding of correctional administration, leadership, and policy analysis.

2. Campus(es) where program will be offered: *
   - [ ] Downtown
   - [x] Online (only)
   - [ ] Tempe
   - [ ] West
   - [ ] Polytechnic

   * To select desired box, place cursor on the left side of the box, right click mouse, select Properties, under Default Value select Checked, press OK and the desired box will be checked

3. Keywords: (List all keywords that could be used to search for this program. Keywords should be specific to the proposed program.)
   Corrections, Community Corrections, Jails, Prisons

4. Area(s) of Interest:

   * To select desired box, place cursor on the left side of the box, right click mouse, select Properties, under Default Value select Checked, press OK and the desired box will be checked

   A. Select one (1) primary Area of Interest from the list below that applies to this program.
   - [ ] Architecture & Construction
   - [ ] Arts
   - [ ] Business
   - [ ] Communication & Media
   - [ ] Education & Teaching
   - [ ] Engineering & Technology
   - [ ] Entrepreneurship
   - [ ] Health and Wellness
   - [ ] Humanities
   - [ ] Interdisciplinary Studies
   - [x] Law & Justice
   - [ ] Mathematics
   - [ ] Psychology
   - [ ] STEM
   - [ ] Science
   - [ ] Social and Behavioral Sciences
B. Select one additional Area of Interest that applies to this program from the list below.

- Architecture & Construction
- Arts
- Business
- Communication & Media
- Education & Teaching
- Engineering & Technology
- Entrepreneurship
- Health and Wellness
- Humanities
- Interdisciplinary Studies
- Law & Justice
- Mathematics
- Psychology
- STEM
- Science
- Social and Behavioral Sciences
- Sustainability
(NEW GRADUATE INITIATIVES)

PROPOSAL PROCEDURES CHECKLIST

Academic units should adhere to the following procedures when requesting new curricular initiatives (degrees, concentrations or certificates).

☐ Obtain the required approval from the Office of the Provost to move the initiative forward for internal ASU governance reviews/approvals.
  - Establishment of new curricular initiative requests; degrees, concentrations, or certificates
  - Rename requests; existing degrees, concentrations or certificates
  - Disestablishment requests; existing degrees, concentrations or certificates

☐ Submit any new courses that will be required for the new curricular program to the Curriculum ChangeMaker online course approval system for review and approval.
  - Additional information can be found at the Provost’s Office Curriculum Development website: Courses link
  - For questions regarding proposing new courses, send an email to: courses@asu.edu

☐ Prepare the applicable proposal template and operational appendix for the proposed initiative.
  - New degree, concentration and certificate templates (contain proposal template and operational appendix) can be found at the Provost’s Office Curriculum Development website: Academic Programs link

☐ Obtain letters or memos of support or collaboration. (if applicable)
  - When resources (faculty or courses) from another academic unit will be utilized
  - When other academic units may be impacted by the proposed program request

☐ Obtain the internal reviews/approvals of the academic unit.
  - Internal faculty governance review committee(s)
  - Academic unit head (e.g. Department Chair or School Director)
  - Academic unit Dean (will submit approved proposal to the curriculumplanning@asu.edu email account for further ASU internal governance reviews (as applicable, University Graduate Council, CAPC and Senate)

Additional Recommendations - All new graduate programs require specific processes and procedures to maintain a successful degree program. Below are items that Graduate Education strongly recommends that academic units establish after the program is approved for implementation.

☐ Set-up a Graduate Faculty Roster for new PhD Programs – This roster will include the faculty eligible to mentor, co-chair or chair dissertations. For more information, please go to http://graduate.asu.edu/graduate_faculty_initiative

☐ Establish Satisfactory Academic Progress Policies, Processes and Guidelines – Check within the proposing academic unit and/or college to see if there are existing academic progress policies and processes in place. If none have been established, please go to http://graduate.asu.edu/faculty_staff/policies and scroll down to the academic progress review and remediation processes (for faculty and staff) section to locate the reference tool and samples for establishing these procedures.

☐ Establish a Graduate Student Handbook for the New Degree Program – Students need to know the specific requirements and milestones they must meet throughout their degree program. A Graduate Student Handbook provided to students when they are admitted to the degree program and published on the website for the new degree gives students this information. Include in the handbook the unit/college satisfactory academic progress policies, current degree program requirements (outlined in the approved proposal) and provide a link to the Graduate Policies and Procedures website. Please go to http://graduate.asu.edu/faculty_staff/policies to access Graduate Policies and Procedures.
SAMPLE PLAN OF STUDY
Corrections Management Certificate

FALL SEMESTER
Required Courses
CRJ 514 Seminar in Corrections (Session A)
CRJ 516 Seminar in Criminal Justice Organization and Management (Session A)
CRJ 529 Community Corrections (Session A) OR
    CRJ 528 Prison and Jail Administration (Session B)
PAF 520 Public Management (Session B)
Elective Courses
3-4 CRJ Electives will be offered every Fall

SPRING SEMESTER
Required Courses
CRJ 514 Seminar in Corrections (Session A)
CRJ 516 Seminar in Criminal Justice Organization and Management (Session A)
CRJ 529 Community Corrections (Session A) OR
    CRJ 528 Prison and Jail Administration (Session B)
PAF 520 Public Management (Session B)
Elective Courses
3-4 CRJ Electives will be offered every Spring

SUMMER SEMESTER
Required Courses
CRJ 514 Seminar in Corrections (Session A)
CRJ 516 Seminar in Criminal Justice Organization and Management (Session A)
CRJ 529 Community Corrections (Session A) OR
    CRJ 528 Prison and Jail Administration (Session B)
PAF 520 Public Management (Session B)
Elective Courses
2-3 CRJ Electives will be offered every Summer
Julie,

Attached are the proposals for two graduate level certificates from the School of Criminology and Criminal Justice, one in Corrections Management and one in Law Enforcement Administration, as well as a support email from the director of the School of Public Affairs for the use of PAF 520. Both of these certificates have been submitted in the academic plan.

Kathy

***************

Kathleen Andereck
Associate Dean, College of Public Programs
Director and Professor, School of Community Resources and Development
Arizona State University
Mail Code 4020, 411 North Central Avenue, Suite 550 Phoenix, Arizona 85004-0690
Phone: (602) 496-1056 | Fax: (602) 496-0953 | E-mail: kandereck@asu.edu
Hi Sharon -

This is fine. I checked with Chris, and we should be able to accommodate this. We will need to know when the certificate starts, however, to make sure that we offer PAF 520 online.

Best,

Karen

Hi Karen,

The CCJ department is in the process of submitting paperwork to establish two new Graduate certificates – Law Enforcement Administration and Correctional Management. As part of the curriculum we would require students to take PAF 520 - Public Management. In addition, since the certificate programs will be offered online we would need an online PAF 520 course number each semester for online student registration.

If you approve this curriculum request we would just need your approval via email.

Thank you!

________________________

Law Enforcement Administration

<table>
<thead>
<tr>
<th>Required Courses</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Prefix &amp; Number)</td>
<td>(Course Title)</td>
</tr>
<tr>
<td>CRJ 512</td>
<td>Seminar in Policing</td>
</tr>
<tr>
<td>CRJ 516</td>
<td>Criminal Justice Organizations &amp; Mgmt</td>
</tr>
<tr>
<td>CRJ 527</td>
<td>Police Accountability</td>
</tr>
<tr>
<td>PAF 520</td>
<td>Public Management</td>
</tr>
<tr>
<td><strong>Electives</strong></td>
<td>Credit Hours</td>
</tr>
</tbody>
</table>
### Required Courses

<table>
<thead>
<tr>
<th>(Prefix &amp; Number)</th>
<th>(Course Title)</th>
<th>(New Course?)</th>
<th>Yes or No?</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 514</td>
<td>Seminar in Corrections</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 516</td>
<td>Criminal Justice Organizations &amp; Mgmt</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 5XX or</td>
<td><a href="#">Prison &amp; Jail Administration OR Community Corrections</a></td>
<td>Yes</td>
<td></td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 5XX</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PAF 520</td>
<td>Public Management</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

### Electives

<table>
<thead>
<tr>
<th>(Prefix &amp; Number)</th>
<th>(Course Title)</th>
<th>(New Course?)</th>
<th>Yes or No?</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 515</td>
<td>Seminar on Women and Crime</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 517</td>
<td>Seminar on Juvenile Delinquency &amp; Justice</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 518</td>
<td>Seminar on Race/Ethnicity, Crime &amp; Justice</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 519</td>
<td>Seminar on Victimization</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 520</td>
<td>Seminar on Violent Crime</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 521</td>
<td>Seminar on Nature of Crime</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 522</td>
<td>Seminar on Gangs and Crime</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 524</td>
<td>Seminar on Punishment &amp; Society</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 525</td>
<td>Seminar on Life Course Criminology</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Criminal Justice Ethics</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Forensics</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Death Penalty</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Crime Mapping</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Ecology of Crime</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Sex Offenders and Sex Crimes</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>CRJ 598 ST:</td>
<td>Politics of Crim Justice Policymaking</td>
<td></td>
<td>No</td>
<td>3 credits</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Required</td>
<td>Credits</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>-----------------------------------------------------</td>
<td>----------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td>CRJ 522</td>
<td>Seminar on Gangs and Crime</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 524</td>
<td>Seminar on Punishment &amp; Society</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 525</td>
<td>Seminar on Life Course Criminology</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Criminal Justice Ethics</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Forensics</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Death Penalty</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Crime Mapping</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Ecology of Crime</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Sex Offenders and Sex Crimes</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
<tr>
<td>CRJ 598</td>
<td>ST: Politics of Crim Justice Policymaking</td>
<td>No</td>
<td>3 credits</td>
<td></td>
</tr>
</tbody>
</table>

Culminating Experience (if applicable)

Not Applicable

Total required credit hours 15 credits

Shannon E. Stewart
Student Support Specialist
School of Criminology and Criminal Justice
Arizona State University
411 N. Central Ave. Suite 600
Mail Code 4420
Phoenix, AZ 85004-0685
Phone: 602-496-2365
Fax: 602-496-2366
From: Frederick Corey  
Sent: Wednesday, January 22, 2014 7:47 PM  
To: Philip Regier (atprr@asu.edu); Kathleen Andereck  
Cc: Julie Ramsden; Andrew Webber  
Subject: FW: Two Graduate Certificates

FYI.

From: Robert Page  
Sent: Wednesday, January 22, 2014 6:46 PM  
To: Frederick Corey  
Subject: Re: Two Graduate Certificates

I approve.

Rob

---
Robert E. Page, Jr.
University Provost
Arizona State University

From: Frederick Corey <FREDERICK.COREY@asu.edu>  
Date: Wednesday, January 22, 2014 at 9:37 AM  
To: Rob Page <Robert.Page@asu.edu>  
Cc: "Philip Regier (atprr@asu.edu)" <atprr@asu.edu>, Kathleen Andereck <kandereck@asu.edu>  
Subject: Two Graduate Certificates

Rob,

The School of Criminology and Criminal Justice in the College of Public Programs is requesting the following two certificates:

- Graduate Certificate in Law Enforcement Administration
- Graduate Certificate in Corrections Management

be offered through ASU Online. These two proposals were on the Academic Plan approved by Betty Phillips, and the request comes with support from the deans of ASU Online and Public Programs.

These two certificates are online only. The stipulation regarding on-campus offerings has applied only to degree programs in the past.

Are these two certificates approved as ASU Online offerings?

Fred