**Curriculum Change Proposal Form**

Unit proposing the change: Criminal Justice

Please check all that apply:

<table>
<thead>
<tr>
<th>Changes to academic major or minor; course titles, descriptions, number changes within level; prerequisites</th>
<th>□ Course additions, cross-listings or deletions; course level changes; change in course credit hours; change in grading S/U to A-F and A-F to S/U</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requires:* Dept. Chair or Program Coord. Signature(s) (Copy to Div. Chair.)</td>
<td>Requires:* Dept. Chair or Program Coord. Signature(s) (copy to Div. Chair) AND Division Discussion and Signature.</td>
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</tbody>
</table>

□ Student-designed majors, non-credit workshops.

Requires:* Dept. Chair or Program Coord. Signature(s) (copy to Div. Chair.)

□ Special courses or credit workshops.

Requires:* Dept. Chair or Program Coord. Signature(s) (Copy to Div. Chair) AND Division Discussion and Signature.

□ Other (Explain in 1 below)

Requires:* Dept. Chair or Program Coord. Signature(s) (copy to Div. Chair) AND Division Discussion and Signature. See VPAA for details regarding approval requirements.

*Required prior to submission to the Undergraduate Curriculum Committee

NOTE: See APAP section 110 for more information regarding changes to curriculum.

1. Detailed description of the proposed change: **Adding prerequisite of CRMJ 101 Introduction to Criminal Justice to CRMJ 342.**

2. Justification for change: **Students will be more successful in the course with the addition of CRMJ 101 as the prerequisite as it provides an introduction to the field of criminology.**

3. Proposed term of initial offering or implementation date: **Fall 2015**

4. As applicable, please provide or attach the following information:

   a) Course subject and number (or proposed number): **CRMJ 342**

   b) Course title: **Criminology**

   c) Credit hours: **3**

   d) Recommended level: **FR SO JR SR**

   e) Prerequisites or other special conditions (if any): None Currently but the change is adding **CRMJ 101 as the prerequisite**

   f) Requirements it will satisfy (major, minor, Gen Ed, licensure): **No change other than the addition of a prerequisite.**
h) Describe any potential impact(s) of this change, such as course prerequisites, majors/minors, interdisciplinary programs, licensure requirements, etc.: Students from majors other than Criminal Justice who would take the course are already required to take CRMJ 101, so the impact will be minimal.

[ ] REQUIRED: Attach documentation of notification of affected parties.

i) Staffing considerations:

[ X ] Can be taught by present staff
[ ] Will require additional staff

j) Anticipated frequency of offering:

[ ] Every semester
[ X ] Once a year
[ ] Alternate years

k) Resources required (facilities, equipment, supplies, library materials, etc.):

5. Signatures:

Department Chair or Program Coordinator: [Signature]

Please attach summary of department discussion. [ ]

Department Vote:

In favor ___  Opposed ___  Abstentions ___

Date: 4/1/2015

Vice President of Graduate and Continuing Studies: (if applicable) ________________________________

In favor or Opposed or Abstain  (circle one)
(Please attach comments)

Date: ___/___/___

Teacher Preparation Programs [Initial Licensure]: (if applicable) ________________________________

In favor or Opposed or Abstain  (circle one)
(Please attach comments)

Date: ___/___/___

Division Chair: [Signature] Does not require division approval

Please attach summary of division discussion(s). [ ]

Division Vote:

In favor ___  Opposed ___  Abstentions ___

Date: 4/1/2015

Undergraduate Curriculum Committee Chair (VPAA): ________________________________

Curriculum Committee Vote:

In favor ___  Opposed ___  Abstentions ___

Date: ___/___/___
Re: Proposed changes to CJ courses

From: colleens031@gmail.com on behalf of Colleen Stevenson
To: Stacy Parker  Scott Pryz
Cc: Halle Baker

Hello Stacy and Scott,

Thank you for this information. Both CRMJ 242 and 372 are options in the Child and Family Studies Human Services area of specialization. Requiring CRMJ 101 for CRMJ 242 will not negatively impact the major because they are required to take it if they specialize in Human Services. Regarding the prerequisite change to CRMJ 372, that does not negatively impact the Child and Family Studies major either.

Thank you,
Colleen Stevenson

On Wed, Apr 1, 2015 at 3:14 PM, Stacy Parker <sparker@muskogum.edu> wrote:
Colleen and Larry,

Attached are two forms with proposals from Criminal Justice to modify prerequisites in two of our courses. These courses may be of interest to your programs, so Scott and I wanted to seek your feedback.

First, we are removing the Intro to CJ prerequisite for Juvenile Justice (CRMJ 372). Students can be quite successful in Juvenile Justice without having exposure to the entire criminal justice system.

Second, we are adding a prerequisite for Criminology (CRMJ 342). This material is rather challenging and is the focus of a decent amount of coverage in Intro. Students will be better prepared to succeed in this class if they have mastered some of the basic concepts from Intro.

Please let us know if you can support these changes or not.

Thanks!
Stacy

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Stacy K. Parker
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