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Proposal for a New Degree Program

I. Information and Rationale

A. Primary Contact Information

Institution: Alabama State University

Contact: Dr. Carl S. Pettis

Title: Provost and Assistant Vice President for Academic Affairs

Email: cpettis@alasu.edu

Telephone:

B. Program Information

Date of Proposal Submission: 06/26/2024

Award Level: Master's Degree

Award Nomenclature (e.g., BS, MBA): MSCJ

Field of Study/Program Title: Master of Science in Criminal Justice

CIP Code (6-digit): 43.0100 - Criminal Justice and Corrections, General

C. Administration of the Program

Name of Dean and College: Dr. Kathaleen Amende, College of Liberal Arts and Social Sciences

Name of Department/Division: Criminal Justice and Social Sciences

Name of Chairperson: Dr. Keith Ray

D. Implementation Information

Proposed Program Implementation Date: 1/1/2025

Anticipated Date of Approval from Institutional Governing Board: 2/2/2024 Anticipated

Date of ACHE Meeting to Vote on Proposal: 9/13/2024

SACSCOC Sub Change Requirement (Notification, Approval, or NA): Approval

Other Considerations for Timing and Approval (e.g., upcoming SACSCOC review): N/A

E. Concise Program Description

Include general opportunities for work-based and/or experiential learning, if applicable.



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The Master of Science in Criminal Justice Administration (MSCJ) program is designed to provide students with a comprehensive scholarly foundation, advanced knowledge, and skills tailored for administrative leadership within various areas of criminal justice. The program offers concentrations in Correctional Leadership Management and Criminal Justice Leadership Management.

Program Tracks

The MSCJ program offers two track options to cater to different student needs and career goals:

Track I (Non-Thesis Option):

- **Focus:** Practical application of interdisciplinary theories across research, justice, and leadership.
- **Approach:** Addresses problems in practice through data-based problem-solving.
- **Objective:** Informs administrative practices and policy development in the criminal justice field through practical application.

Track II (Thesis Option):

- **Focus:** Traditional or action research study focused on real-world, practical problems.
- **Approach:** Students specialize in research grounded in practical problem-solving and solutions-seeking.
- **Objective:** Provides an opportunity for in-depth research on a specific issue within the field of criminal justice administration.

Both tracks are designed to equip students with the skills necessary to excel in leadership roles within the criminal justice system, whether they choose a research-focused path or a more practice-oriented approach.

F. Specific Rationale (Strengths) for the Program

List 3 – 5 strengths of the proposed program as specific rationale for recommending approval of this proposal.

1. The Master of Science in Criminal Justice (MSCJ) at ASU would allow the institution to be the only HBCU in Alabama to offer such a graduate program and one of only three (3) HBCUs in the country that offer the Criminal Justice and Corrections, General CIP code. Given that HBCUs typically produce a significant number of Criminal Justice majors, ASU would offer continuity for those students who wish to pursue graduate studies at an HBCU. This program would also provide access for students beyond Montgomery and its surrounding areas that wish to earn an advanced degree in Criminal Justice from an HBCU.
2. The program focuses on the acquisition and development of essential leadership skills, enhancing graduates' employability with specialized knowledge and skills. Students will analyze current state and federal laws, policies, and procedures influencing the



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- administration of justice and emphasize policies and procedures sensitive to vulnerable populations entering correctional sanctions.
3. Please see the attached letters of endorsement from the City of Montgomery and the Montgomery County Sheriff's Office. ASU is collaborating with both to establish MOUs for partnerships and to provide a program for the current criminal justice employees in the city. The institution is also working with departments in other counties to ensure that ASU's program is robust and useful to the community.
 4. This program focuses specifically on leadership within Criminal Justice and Corrections. Please see below the table of all Criminal Justice and related graduate programs in Alabama and note that ASU would be the only program in Criminal Justice and Corrections (CIP 43.0100) in the state.

Institution name	CIP Code	CIP Title	Award Level	Completions in 2022
Auburn University at Montgomery	'43.0104'	Criminal Justice/Safety Studies	Master's degree	12
Auburn University at Montgomery	'43.0301'	Homeland Security	Master's degree	2
Columbia Southern University	'43.0103'	Criminal Justice/Law Enforcement Administration	Master's degree	69
Columbia Southern University	'43.0301'	Homeland Security	Master's degree	10
Columbia Southern University	'43.0302'	Crisis/Emergency/Disaster Management	Master's degree	128
Faulkner University	'43.0103'	Criminal Justice/Law Enforcement Administration	Master's degree	55
Jacksonville State University	'43.0302'	Crisis/Emergency/Disaster Management	Doctor's degree - research/scholarship	7
Jacksonville State University	'43.0104'	Criminal Justice/Safety Studies	Master's degree	12
Jacksonville State University	'43.0302'	Crisis/Emergency/Disaster Management	Master's degree	54
South University-Montgomery	'43.0103'	Criminal Justice/Law Enforcement Administration	Master's degree	1
Troy University	'43.0103'	Criminal Justice/Law Enforcement Administration	Master's degree	42
University of Alabama at Birmingham	'43.0199'	Corrections and Criminal Justice, Other	Master's degree	13
University of Alabama at Birmingham	'43.0406'	Forensic Science and Technology	Master's degree	10
University of North Alabama	'43.0103'	Criminal Justice/Law Enforcement Administration	Master's degree	12



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List external entities (more may be added) that may have supplied letters of support attesting to the program’s strengths and attach letters with the proposal at the end of this document.

1. City of Montgomery
2. Montgomery County Sherriff

II. Background with Context

A. Student Learning Outcomes

List four (4) to seven (7) of the student learning outcomes of the program.

1. Demonstrate competency of the functional components of Criminal Justice – law enforcement, corrections, courts and juvenile justice.
2. Demonstrate and apply advanced critical thinking skills combined with problem solving proficiency through the application of analytical and theoretical models to evaluate evidence, select among alternatives, and generate workable options in order to support effective criminal justice and correctional leadership and management decision-making.
3. Demonstrate awareness and the application of teamwork skills in justice administration practices.
4. Demonstrate effective communication skills, to produce clear, concise, and analytical writing in criminal justice reports and other work-related documents with the appropriate use of visual aids.
5. Demonstrate an in-depth knowledge of ethics commonly employed in the criminal justice field to address a wide range of ethical dilemmas.

B. Similar Programs at Other Alabama Public Institutions

List programs at other Alabama public institutions of the same degree level and the same (or similar) CIP codes. If no similar programs exist within Alabama, list similar programs offered within the 16 SREB states. If the proposed program duplicates, closely resembles, or is similar to any other offerings in the state, provide justification for any potential duplication.

CIP Code	Degree Title	Institution with Similar Program	Justification for Duplication
43.0103	Master of Science in Criminal Justice	Troy	ASU program focuses on leadership within the fields of corrections and criminal justice under a different CIP code 43.0100
43.0104	Master of Science in Criminal Justice	AUM	ASU program focuses on leadership within the fields of corrections and criminal justice under a different CIP code 43.0100
04.0104	Master of Science in Criminal Justice	JSU	ASU program focuses on leadership within the fields of corrections and criminal justice under a different CIP code 43.0100

C. Relationship to Existing Programs within the Institution

1. Is the proposed program associated with any existing offerings within the institution, including options within current degree programs? Yes x No

(Note: Most new programs have some relationship to existing offerings, e.g., through shared courses or resources). If yes, complete the following table. If this is a graduate



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program, list any existing undergraduate programs which are directly or indirectly related. If this is a doctoral program, also list related master's programs.

Related Degree Program Level	Related Degree Program Title	Explanation of the Relationship Between the Programs
Bachelor's	Bachelor of Criminal Justice	The Bachelor degree serves as the entry-level degree program in field. This degree will provide advanced knowledge and skill for existing degree holders and practitioners.

2. Will this program replace any existing programs or specializations, options, or concentrations? **Yes** **No**

If yes, please explain.

3. Will the program compete with any current internal offerings? **Yes** **No**

If yes, please explain.

D. Collaboration

Have collaborations with other institutions or external entities been explored? **Yes** **No**

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.

Have any collaborations within your institution been explored? **Yes** **No**

If yes, provide a brief explanation indicating those collaboration plan(s) for the proposed program.

E. Specialized Accreditation

1. Will this program have any external accreditation requirements in addition to the institution's SACSCOC program requirements? **Yes** **No**

If yes, list the name(s) of the specialized accrediting organization(s) and the anticipated timeframe of the application process.

2. Does your institution intend to pursue any other non-required accrediting organizations for the program? **Yes** **No**

If yes, list the name(s) of the organization(s) and the purpose of the pursuit.

If there are plans to pursue non-required external accreditation at a later date, list the name(s) and why the institution is not pursuing them at this time.

Note: Check **No** to indicate that non-required external accreditation will not be pursued, which requires no explanation.

F. Professional Licensure/Certification



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Please explain if professional licensure or industry certification is required for graduates of the proposed program to gain entry-level employment in the occupations selected. Be sure to note which organization(s) grants licensure or certification.

N/A

G. Additional Education/Training

Please explain whether further education/training is required for graduates of the proposed program to gain entry-level employment in the occupations selected.

This is an advanced degree. Students will already have knowledge and skills for entry-level employment.

H. Admissions

Will this program have any additional admissions requirements beyond the institution's standard admissions process/policies for this degree level? Yes No

If yes, describe any other special admissions or curricular requirements, including any prior education or work experience required for acceptance into the program.

I. Mode of Delivery

Provide the planned delivery format(s) (*i.e.*, in-person, online, hybrid) of the program as defined in policy along with the planned location(s) at which the program will be delivered (*i.e.*, on-campus and/or at specific off-campus instructional site(s)). Please also note whether any program requirements can be completed through competency-based assessment.

The program will be delivered online. All online courses and programs at ASU are governed by the *Alabama State University Online Education and Course Facilitation Policy*. All faculty members that teach courses online must obtain certification via the ASU Certificate in Online Instruction (CIOI) program. The program includes training in best practices in such areas as course development, assessment, and technology related to online learning.

J. Projected Program Demand (Student Demand)

Briefly describe the primary method(s) used to determine the level of student demand for this program using evidence, such as enrollments in related coursework at the institution, or a survey of student interest conducted (indicate the survey instrument used), number and percentage of respondents, and summary of results.

A survey of graduates was conducted to determine the level of interest in offering this degree program at ASU. 178 respondents (111 current students; 65 graduates) participated in the survey. The response was resounding as 88% responded that they would be interested in enrolling in the proposed Masters of Criminal Justice. 83% of the respondents expressed interest in the 30-credit hour non-thesis plan while 17% expressed a preference for the 36-credit hour thesis option. A majority of the students (77 students) chose on-line classes as their preferred method of instructional delivery while the least preferred method of instruction was in-person classes with only 30 students wanting live classes. Of the two Concentrations proposed, the Masters in Criminal Justice Leadership & Management was preferred by 94% of the respondents.



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K. Standard Occupational Code System

Using the federal Standard Occupational Code (SOC) System, indicate the top three occupational codes related to post-graduation employment from the program. A full list of SOCs can be found at <https://www.onetcodeconnector.org/find/family/title#17>.

A list of Alabama's In-Demand Occupations is available at <https://www.ache.edu/index.php/policy-guidance/>.

SOC 1 (**required**): 33-1010 First Line Supervisors of Correctional Officers

SOC 2 (optional): 33-1012 First Line Supervisors of Police and Detectives

SOC 3 (optional): 33-3021 Detectives and Criminal investigators

Briefly describe how the program fulfills a specific industry or employment need for the State of Alabama. As appropriate, discuss alignment with Alabama's Statewide or Regional Lists of In-Demand Occupations (<https://www.ache.edu/index.php/policy-guidance/>) or with emerging industries as identified by [Innovate Alabama](#) or the [Economic Development Partnership of Alabama](#) (EDPA).



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The need for the proposed program is supported by the Bureau of Labor Statistics which estimates that employment in law enforcement is expected to sustain a continuous growth of 7% into 2024. The demand for more criminal justice personnel to maintain public safety is clearly expected to continue as the crime rate has been increasing during the pandemic years. The projected estimation by the Bureau of Labor is that there will be at least 67,000 jobs for law enforcement yearly and 35,700 projected jobs in corrections yearly far into the future. Certainly, there are also thousands of other criminal justice positions projected to open in the courts system and in the juvenile justice system as well.

Research conducted in 2021 at the University of Alabama revealed a rise during the pandemic in the incidence of domestic violence and intimate partner violence. This article highlighted a 27% increase in these types of violence from March 2020 to March 2021. A 2021 study published in the Journal of Criminal Justice found an increase of 25% to 30% in domestic violence cases globally in 2020. The pandemic and associated social ills are increasing intimate partner violence so there will clearly be a greater need for highly educated and well-trained criminal justice personnel, especially with leadership and managerial skills.

See also Endorsement Letters included in this packet.



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III. Curriculum Information for Proposed Degree Program

A. Program Completion Requirements: Enter the credit hour value for all applicable components (enter N/A if not applicable).

Thesis Option

Curriculum Overview of Proposed Program	
Credit hours required in general education	
Credit hours required in program courses	18
Credit hours in program electives/concentrations/tracks	6
Credit hours in free electives	6
Credit hours in required research/thesis	6
Total Credit Hours Required for Completion	36

Non-Thesis Option

Curriculum Overview of Proposed Program	
Credit hours required in general education	
Credit hours required in program courses	18
Credit hours in program electives/concentrations/tracks	6
Credit hours in free electives	6
Credit hours in required research/thesis	
Total Credit Hours Required for Completion	30

Note: The above credit hours **MUST** match the credit hours in the *Curriculum Components of Proposed Program* table in Section V.G.

B. Maximum number of credits that can be transferred in from another institution and applied to the program:

Nine (9) per Graduate School policy.

C. Intended program duration in semesters for full-time students:

Three (3)

D. Intended program duration in semesters for part-time students:

Six (6) to 10 depending on load.

E. Does the program require students to demonstrate industry-validated skills, specifically through an embedded industry-recognized certification, structured [work-based learning](#) with an employer partner, or alignment with nationally recognized industry standards? **Yes x No**

If yes, explain how these components fit with the required coursework.



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F. Does the program include any concentrations? Yes No

If yes, provide an overview and identify these courses in the *Electives/Concentrations/Tracks* section in the Curriculum Components of Proposed Program Table in Section V.G.

G. Please provide all course information as indicated in the following table. Indicate new courses with “Y” in the associated column. If the course includes a required work-based learning component, such as an internship or practicum course, please indicate with a “Y” in the WBL column.

Program Name:	Master of Science in Criminal Justice (Criminal Justice Leadership and Management) – Thesis Option			
Program Level:	Masters			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
Program Courses				
CRJ 500	Ethics in Criminal Justice Leadership & Management	3	Y	
CRJ 501	Legal Aspects of Criminal Justice Management	3	Y	
CRJ 502	Organizational Principles of Leadership in Criminal Justice	3	Y	
CRJ 503	Criminological Theory in the Administration of Justice	3	Y	
CRJ 504	Survey of Research Methods in Criminal Justice	3	Y	
CRJ 505	Capstone Course in Leadership & Management	3	Y	
Track Required Courses				
CRJ 515	Emergency & Crisis Management	3	Y	
CRJ 516	Race, Ethnicity, and Crime	3	Y	
Program Electives – Choose 6 credits				
CRJ 508	Contemporary Issues in Policing	3	Y	
CRJ 509	Contemporary Issues in Courts	3	Y	
CRJ 510	Contemporary Issues in Juvenile Justice	3	Y	
CRJ 511	Contemporary Issues in Corrections	3	Y	
CRJ 512	Community Based Corrections	3	Y	
CRJ 513	Civil Liberties in Correctional Management	3	Y	
CRJ 514	Victimology	3	Y	
CRJ 516	Race, Ethnicity, and Crime	3	Y	
CRJ 517	Special Topics	3	Y	
Research/Thesis				
CRJ 506	Statistics in Criminal Justice	3	Y	
CRJ 507	Thesis (to be taken twice for a total of 6 course hours)	3*2	Y	



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***Total Credit Hours Required for Completion 36**

Program Name:	Master of Science in Criminal Justice (Criminal Justice Leadership and Management) – Non-Thesis Option			
Program Level:	Masters			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
Program Courses				
CRJ 500	Ethics in Criminal Justice Leadership & Management	3	Y	
CRJ 501	Legal Aspects of Criminal Justice Management	3	Y	
CRJ 502	Organizational Principles of Leadership in Criminal Justice	3	Y	
CRJ 503	Criminological Theory in the Administration of Justice	3	Y	
CRJ 504	Survey of Research Methods in Criminal Justice	3	Y	
CRJ 505	Capstone Course in Leadership & Management	3	Y	
Track Required Courses				
CRJ 515	Emergency & Crisis Management	3	Y	
CRJ 516	Race, Ethnicity, and Crime	3	Y	
Program Electives – Choose 6 credits				
CRJ 508	Contemporary Issues in Policing	3	Y	
CRJ 509	Contemporary Issues in Courts	3	Y	
CRJ 510	Contemporary Issues in Juvenile Justice	3	Y	
CRJ 511	Contemporary Issues in Corrections	3	Y	
CRJ 512	Community Based Corrections	3	Y	
CRJ 513	Civil Liberties in Correctional Management	3	Y	
CRJ 514	Victimology	3	Y	
CRJ 516	Race, Ethnicity, and Crime	3	Y	
CRJ 517	Special Topics	3	Y	
Research/Thesis				
	N/A			
*Total Credit Hours Required for Completion		30		

Program Name:	Master of Science in Criminal Justice (Correctional Leadership and Management) – Thesis Option
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Program Level:	Masters			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
Program Courses				
CRJ 500	Ethics in Criminal Justice Leadership & Management	3	Y	
CRJ 501	Legal Aspects of Criminal Justice Management	3	Y	
CRJ 502	Organizational Principles of Leadership in Criminal Justice	3	Y	
CRJ 503	Criminological Theory in the Administration of Justice	3	Y	
CRJ 504	Survey of Research Methods in Criminal Justice	3	Y	
CRJ 505	Capstone Course in Leadership & Management	3	Y	
Track Required Courses				
CRJ 511	Contemporary Issues in Corrections	3	Y	
CRJ 512	Community Based Corrections	3	Y	
Program Electives – Choose 6 credits				
CRJ 508	Contemporary Issues in Policing	3	Y	
CRJ 509	Contemporary Issues in Courts	3	Y	
CRJ 510	Contemporary Issues in Juvenile Justice	3	Y	
CRJ 513	Civil Liberties in Correctional Management	Y	Y	
CRJ 514	Victimology	Y	Y	
CRJ 516	Race, Ethnicity, and Crime	Y	Y	
CRJ 517	Special Topics	Y	Y	
Research/Thesis				
CRJ 506	Statistics in Criminal Justice	3	Y	
CRJ 507	Thesis (to be taken twice for a total of 6 course hours)	3*2	Y	
*Total Credit Hours Required for Completion		36		

Program Name:	Master of Science in Criminal Justice (Correctional Leadership and Management) – Non-Thesis Option			
Program Level:	Masters			
Curriculum Components of Proposed Program				
Course Number	Course Title	Credit Hours	New? (Y)	WBL? (Y)
Program Courses				
CRJ 500	Ethics in Criminal Justice Leadership & Management	3	Y	



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CRJ 501	Legal Aspects of Criminal Justice Management	3	Y	
CRJ 502	Organizational Principles of Leadership in Criminal Justice	3	Y	
CRJ 503	Criminological Theory in the Administration of Justice	3	Y	
CRJ 504	Survey of Research Methods in Criminal Justice	3	Y	
CRJ 505	Capstone Course in Leadership & Management	3	Y	
Track Required Courses				
CRJ 511	Contemporary Issues in Corrections	3	Y	
CRJ 512	Community Based Corrections	3	Y	
Program Electives – Choose 6 credits				
CRJ 508	Contemporary Issues in Policing	3	Y	
CRJ 509	Contemporary Issues in Courts	3	Y	
CRJ 510	Contemporary Issues in Juvenile Justice	3	Y	
CRJ 511	Contemporary Issues in Corrections	3	Y	
CRJ 512	Community Based Corrections	3	Y	
CRJ 513	Civil Liberties in Correctional Management	3	Y	
CRJ 514	Victimology	3	Y	
CRJ 516	Race, Ethnicity, and Crime	3	Y	
CRJ 517	Special Topics	3	Y	
Research/Thesis				
	N/A			
*Total Credit Hours Required for Completion		30		

***Note:** The total credit hours should equal the total credit hours in the Curriculum Overview table (V.B, p. 9).



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IV. Program Resource Requirements

A. Proposed Program Faculty*

Current Faculty and Faculty to Be Hired

Complete the following **New Academic Degree Proposal Faculty Roster** to provide a brief summary and qualifications of current faculty and potential new hires specific to the program.

***Note:** Institutions must maintain and have current as well as additional faculty curriculum vitae available upon ACHE request for as long as the program is active, but CVs are **not** to be submitted with this proposal.

Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Alexander, LaShawnda (P)	CRJ 511- Contemporary Issues in Corrections; CRJ 512- Community Based Corrections;	Ph.D. (Public Safety), 2013: Capella University M.S. (Criminal Justice), 2007: Faulkner University B.B.A. (Business Administration), 2003: Faulkner University Coursework Race and Culture in American Society, Sociological Theories of Crime; The Penal System and its Role in US Society; Theories of Leadership; Law & Legal Foundations; Quantitative & Qualitative Research Methods in Human Services; Ethics & Social Responsibility; Correlates of Crime; Criminal Justice Writing; Policing in America; Administration of Justice; Law & Justice; Ethics, Court System, Corrections in America, Fundamentals of Social Science Research, Quantitative Research Methods in Human Services, Advanced Qualitative Research Methods, Advanced Study in Research Methods.	A.P.O.S. T. C. (Alabama Peace Officers Training Commission), Montgomery Alabama Probation and Parole/Criminology Theory/Ethics/Race, Class, Gender & Crime/Corrections & Courts/Restorative Justice/Foundations in Criminal Justice/Legal Issues in Criminal Justice/Community Policing, Deviant Behavior, Criminal Law & Procedures, Illegal Immigration, Homeland Security, Management of Critical Issues in Criminal Justice, Fundamentals of Social Science Research Juvenile Delinquency, Community Corrections, Special Topics: Terrorism, Introduction to Forensics, Blood Spatter and Analysis; Introduction to Criminal Justice, Introduction to Law Enforcement, Forensic Issues, Victimology, Criminal Profiling, Comparative Issues in Criminal Justice, Crime Mapping Analysis, Cyber-Crime, Violence in Our Society, Women and Crime in the Justice System, Introduction to Law Enforcement, Forensic Issues, Victimology, Criminal Profiling, Comparative Issues in Criminal Justice, Crime Mapping Analysis, Cyber-Crime, Violence in Our Society; Correctional Administration, Psychopaths/Sociopaths & Serial Killers, Offender Rehabilitation, Corrections in the United States, Organized/White Collar Crime, Juvenile Justice, American Law Enforcement, Quantitative Research Methods in Human Services, Advanced Studies in Research Methods, Advanced Qualitative Research Methods/Statistics.



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Crawford, Katrice (P)	CRJ 510-Contemporary Issues in Juvenile Justice; CRJ 513 Civil Liberties in Correctional Mgt	Ph.D. (Criminal Justice), 2021: Capella University M.S. (Public Safety), 2010: Capella University B.S. (Criminal Justice with a minor in Psychology), 2008: University of Maryland Global Campus Coursework 21st-Century Communication and Leadership; Criminal Justice Theory; Justice, Security, and Democracy; Criminal Justice Policy and Administration; Assessing Criminal Justice Theory; Contemporary Issues in Criminal Justice; Globalization and the Criminal Justice System; Analysis of Crime Data; Professional Practice and Collaboration in a Diverse and Dynamic World; Introduction to Critical Analysis and Research; Survey of Research Methods; Quantitative Design and Analysis; Qualitative Design and Analysis; PhD Dissertation Research Seminar Track 1; PhD Dissertation Research Seminar Track 2; PhD Dissertation Research Seminar Track 3; Multivariate Analysis in Public Service Leadership; Doctoral Comprehensive Examination; and Dissertation course room to complete Dissertation	Law Enforcement Certification, Camp Shelby, Hattiesburg MS/ Southern Regional Public Safety Institute



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Dotremon, Delilah (F)	CRJ 500- Ethics in CJ Leadership & Management; CRJ 503- Criminological Theory in Adm of Justice; CRJ 505- Capstone in Leadership & Management; CRJ 507- Thesis; CRJ 517- Special Topics	Ph.D. (Criminology), 2002: University of Florida J.D. (Law), 1994: Florida State University M.A. (Criminal Justice), 1984: Sam Houston State University B.S. (Criminal Justice), 1981: Texas Woman's University Coursework Statistics courses taken: € PSY 3303 Applied Statistics € CRJ 631 Graduate Workshop in Statistics € STA 6126 Statistics Methods Research I € STA 6127 Statistics Methods Research II € SYA 6407 Quantitative Methods Research € SYA 7933 Special Topics in Evaluation Research € Research courses taken: € CRJ 592 Seminar in Criminal Justice Research € SYO 6175 Family Research € SYA 6305 Methods of Sociological Research € SYA Advanced Research	
Gill, Brenda (F)	CRJ 506- Statistics in CJ; CRJ 504- Survey of Research Methods in CJ; CRJ 514-Victimology	Ph.D. (Family Sociology), 2009: Wayne State University M.S. (Sociology of Education), 2000: University of Guyana B.S. (Sociology), 1997: University of Guyana	



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Current Faculty			
1	2	3	4
CURRENT FACULTY NAME (FT, PT)	COURSES TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
Ray, Keith (F)	CRJ 501- Legal Aspects of Criminal Justice Management; CRJ 502- Organizational Principles of Leadership in CJ; CRJ 516- Race, Ethnicity & Crime;	J.D (Law), Birmingham School of Law (enrolled) Ph.D. (Law & Public Safety), 2015: Capella University M.S. (Public Administration/Justice Administration), 2005: Troy University B.S (Criminal Justice), Alabama State University	Association of College and University Educators, New York, NY Alabama Security Regulatory Board Certified Trainer, Montgomery AL American Red Cross First Aid/CPR and AED Instructor, Birmingham AL OSHA General Industry Safety and Health, Montgomery AL APOSTC (Alabama Peace Officers Standards & Training) Montgomery Co Citizen Advisory Council on Prosecution National Association of Blacks in Criminal Justice
Dr. George Ackerman (PT) New Adjunct	CRJ 515- Emergency & Crisis Management	PhD in Criminal Justice, Capella University 2012 Juris Doctorate, Nova Southeastern University 2003	
Additional Faculty (To Be Hired)			
1	2	3	4
FACULTY POSITION (FT, PT)	COURSES TO BE TAUGHT including Term, Course Number, Course Title, & Credit Hours (D, UN, UT, G, DU)	ACADEMIC DEGREES and COURSEWORK Relevant to Courses Taught, including Institution and Major; List Specific Graduate Coursework, if needed	OTHER QUALIFICATIONS and COMMENTS Related to Courses Taught and Modality(ies) (IP, OL, HY, OCIS)
New Faculty (FT)	CRJ 508-Contemporary Issues in Policing; CRJ 509- Contemporary Issues in Courts	PhD is Criminal Justice, Criminology, or Related Field	

Abbreviations: (FT, PT): Full-Time, Part-Time; (D, UN, UT, G, DU): Developmental, Undergraduate Nontransferable, Undergraduate Transferable, Graduate, Dual: High School Dual Enrollment
Course Modality: (IP, OL, HY, OCIS): In-Person, Online, Hybrid, Off-Campus Instructional Site
Courses Taught/To be Taught – For a substantive change prospectus/application, list the courses *to be taught*, not historical teaching assignments.



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B. All Proposed Program Personnel

Employment Status of Program Personnel		Personnel Information		
		Count from Proposed Program Department	Count from Other Departments	Subtotal of Personnel
Current	Full-Time Faculty	6		6
	Part-Time Faculty	1		1
	Administration			
	Support Staff			
**New To Be Hired	Full-Time Faculty	1		1
	Part-Time Faculty			
	Administration			
	Support Staff	1		1
Personnel Total				9

Provide all personnel counts for the proposed program.

****Note: Any new funds** designated for compensation costs (Faculty (FT/PT), Administration, and/or Support Staff to be Hired) **should be included** in the **New Academic Degree Program Business Plan Excel file**. Current personnel salary/benefits (Faculty (FT/PT), Administration, and/or Support Staff) **should not be included** in the **Business Plan**.

Provide justification that the institution has proposed a sufficient number of faculty (full-time and part-time) for the proposed program to ensure curriculum and program quality, integrity, and review.



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C. Equipment

Will any special equipment be needed specifically for this program? **Yes** **No**
If yes, list the special equipment. Special equipment cost should be included in the **New Academic Degree Program Business Plan Excel file.**

D. Facilities

Will any new facilities be required specifically for the program? **Yes** **No**
If yes, list only **new** facilities. New facilities cost should be included in the **New Academic Degree Program Business Plan Excel file.**

Will any renovations to any existing infrastructure be required specifically for the program? **Yes** **No**

If yes, list the renovations. Renovation costs should be included in the

New Academic Degree Program Business Plan Excel file.

E. Assistantships/Fellowships

Will the institution offer any assistantships specifically for this program? **Yes** **No**
If yes, how many assistantships will be offered?

The expenses associated with any *new* assistantships should be included in the **New Academic Degree Program Business Plan Excel file.**

F. Library

Provide a brief summarization (one to two paragraphs) describing the current status of the library collections supporting the proposed program.

Will additional library resources be required to support the program? **Yes** **No**

If yes, briefly describe how any deficiencies will be remedied, and include the cost in the **New Academic Degree Program Business Plan Excel file.**

G. Accreditation Expenses

Will the proposed program require accreditation expenses? **Yes** **No**

If yes, briefly describe the estimated cost and funding source(s) and include cost in the **New Academic Degree Program Business Plan Excel file.**

H. Other Costs

Please explain any other costs to be incurred with program implementation, such as marketing or recruitment costs. Be sure to note these in the **New Academic Degree Program Business Plan Excel file.**

N/A

I. Revenues for Program Support



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Will the proposed program require budget reallocation?

Yes No

If yes, briefly describe how any deficiencies will be remedied and include the revenue in the **New Academic Degree Program Business Plan Excel file**.

Will the proposed program require external funding (e.g., Perkins, Foundation, Federal Grants, Sponsored Research, etc.)?

Yes No

If yes, list the sources of external funding and include the revenue in the **New Academic Degree Program Business Plan Excel file**.

Please describe how you calculated the tuition revenue that appears in the **New Academic Degree Program Business Plan Excel file**. Specifically, did you calculate using cost per credit hour or per term? Did you factor in differences between resident and non-resident tuition rates?

Using the estimated fulltime and parttime headcount * the anticipated number of credit hours that students would enroll in each year, the revenue was then calculated. See table below.

For full-time students, the annual revenue is calculated by multiplying the tuition cost per credit (\$477) by the number of credits per year and then by the full-time headcount. For part-time students, the annual revenue is calculated by multiplying the tuition cost per credit (\$477) by the number of credits per term, then by the number of terms per year, and finally by the part-time headcount.

New Academic Degree Program Summary/Business Plan

Use the Excel form from ACHE's Academic Program webpage located at <https://www.ache.edu/index.php/forms/>, named **New Academic Degree Program Business Plan**, to complete the New Academic Program Degree Proposal.

Instructions and definitions are provided in the Excel file. **The New Academic Degree Program Business Plan should be uploaded as an Excel file (.xlsx) in the Academic Program Review (APR) Portal.**

Steps for Submitting the New Academic Degree Proposal

1. Complete the **New Academic Degree Proposal** document.
2. Attach the letters of support from external entities listed in *Section I.D.* at the end of the **New Academic Degree Proposal** document.
3. Save the **New Academic Degree Proposal** document as a **.pdf file**.
4. Complete the **New Academic Degree Program Business Plan** and save as an **.xlsx file**.
5. Login to the Academic Program Review (APR) Portal at apr.ache.edu using your ACHE-provided login information. If you are not a designated user for your institution, contact your designated user.



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6. Provide responses to questions in the [APR Portal](#).
7. Upload the **New Academic Degree Proposal .pdf file** in the [APR Portal](#).
8. Upload the **New Academic Degree Program Business Plan .xlsx file** in the [APR Portal](#).
9. Click to “Validate” the proposal and then address any issues with your submission.
10. Once validation is clear, click “Review” to check your responses before submitting. If all looks good, click “Submit” at the bottom of the review screen.
11. The system will then prompt you to “Lock” the submission. Your proposal is considered submitted only once it has been locked within the [APR Portal](#).

NOTE: Proposals that have not been locked by the deadline will not be reviewed for consideration of inclusion on the next Commission agenda.

NEW ACADEMIC DEGREE PROGRAM PROPOSAL SUMMARY

INSTITUTION: ALABAMA STATE UNIVERSITY

PROGRAM: MASTER OF SCIENCE IN CRIMINAL JUSTICE

Select Level: Master's

ESTIMATED *NEW* EXPENSES TO IMPLEMENT PROPOSED PROGRAM

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
FACULTY	65,000	65,000	65,000	65,000	65,000	65,000	65,000	455,000
STAFF	38,000	38,000	38,000	38,000	38,000	38,000	38,000	266,000
EQUIPMENT								0
FACILITIES								0
LIBRARY								0
ASSISTANTSHIPS								0
OTHER								0
TOTAL	103,000	103,000	103,000	103,000	103,000	103,000	103,000	721,000

***NEW* REVENUES AVAILABLE FOR PROGRAM SUPPORT**

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	TOTAL
REALLOCATIONS								0
EXTRAMURAL								0
TUITION	\$114,480.00	\$314,820.00	\$400,680.00	\$472,230.00	\$472,230.00	\$472,230.00	\$472,230.00	2718900
TOTAL	114480	314820	400680	472230	472230	472230	472230	2718900

ENROLLMENT PROJECTIONS

Note: "New Enrollment Headcount" is defined as unduplicated counts across years.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
FULL-TIME HEADCOUNT	Year 1 - No data reporting required	10	10	15	15	15	15	13.33333333
PART-TIME HEADCOUNT	Year 1 - No data reporting required	20	20	20	20	20	20	20
TOTAL HEADCOUNT	Year 1 - No data reporting required	30	30	35	35	35	35	33.33333333
NEW ENROLLMENT HEADCOUNT	Year 1 - No data reporting required	30	15	15	15	15	15	17.5

DEGREE COMPLETION PROJECTIONS

Note: Do not count Lead "0"s and Lead 0 years in computing the average annual degree completions.

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	AVERAGE
DEGREE COMPLETION PROJECTIONS	Year 1 - No data reporting required	8	15	15	15	15	15	13.83333333

New entails additional expenses or revenues associated with program implementation. Please include any planning or start-up expenses within Year 1 (even if these were incurred in Year 0 or prior). Do not include expenses or revenues already budgeted for a department or instructional unit prior to the development of this specific program. For instance, if new faculty will be hired to teach in this program, salary/benefits should be included for each year following hire, but salary/benefits for existing faculty would not be included.



Steven L. Reed
Mayor

City of Montgomery, Alabama

MONTGOMERY CITY COUNCIL MEMBERS

C.C. Calhoun – President	Julie Turner Beard	Andrew Szymanski
Glen O. Pruitt, Jr. – Vice President	Marche Johnson	Charles W. Jinright
Franetta Delayne Riley	Oronde K. Mitchell	Ed Grimes



John W. Hall
Acting Chief of Police

A Nationally Accredited Law Enforcement Agency

MEMORANDUM

To: To It May Concern

From: Acting Chief John W. Hall *JA 6-5-2024*

Date: June 5, 2024

Subject: MPD Master’s Program Support Letter

With growing recognition of the importance of policing in today’s public safety settings comes the need for students in the criminal justice arena to identify and understand adverse events in law enforcement and the urgent necessity for public safety.

The introduction of the Master’s degree in Criminal Justice at Alabama State University will contribute to building a foundation of knowledge, skills, and abilities that will enhance personnel preparedness. It will generate a future workforce of police officers and administrators educated in the practice of justice administration that is capable of meeting the demands of today’s complex policing environments.

As such, the Montgomery Police Department strongly supports Alabama State University's proposed master's degree in criminal justice program.





DERRICK CUNNINGHAM
SHERIFF OF MONTGOMERY COUNTY

Kevin J. Murphy
CHIEF DEPUTY

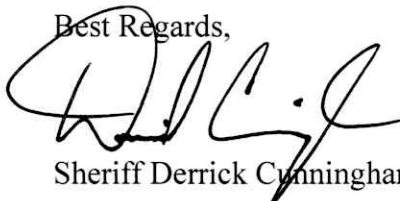
May 29, 2024

To Whom It May Concern:

Re: *ASU* Criminal Justice Master's Degree

Please be advised that the Montgomery County Sheriff's Office has always encouraged employees to continue their education as they strive to achieve a better future. Furthermore, the county pays for a college education for all county employees and awards step incentives for an associate, bachelor's, or master's degree. With that being said, if *ASU* decides to offer a master's degree in courses, i.e., criminal justice, securities, advanced Police administration, Detention administration or a similar course of study, we will make sure our employees are well informed. Additionally, we will make every effort to encourage employees to attend *ASU*, if a master's degree is offered as referenced above.

We look forward to what the future holds for our employees and *ASU*!

Best Regards,

Sheriff Derrick Cunningham

DC/crv

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MONTGOMERY, ALABAMA 36108

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