Document N: Course and Program Development:
IMPACT AND APPROVAL SIGNATURES
See Course and Program Development Policy and Procedures (www.ubalt.edu/provost) for instructions.

SCHOOL: LAW MSB CAS CPA

CONTACT NAME: Debra L. Stanley PHONE: 6082

DEPARTMENT/DIVISION: School of Criminal Justice DATE PREPARED: 2/12/2015

PROPOSED SEMESTER OF IMPLEMENTATION: fall spring YEAR: 2015

TYPE OF ACTION: add (new) deactivate modify other

LEVEL OF ACTION: noncredit undergraduate graduate other

ACTION BEING REQUESTED (select one category, either Course Actions or Program Actions):

○ COURSE ACTIONS

Original Subject Code/Course Number: Trauma Informed Certificate

Original Course Title:

Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

<table>
<thead>
<tr>
<th>COURSE ACTIONS</th>
<th>PROGRAM ACTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Experimental Course</td>
<td>10. Program Requirements</td>
</tr>
<tr>
<td>2. Course Title</td>
<td>11a. Undergraduate Specialization (24 credits or fewer)</td>
</tr>
<tr>
<td>3. Course Credits</td>
<td>11b. Master’s Specialization (12 credits or fewer)</td>
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<td>4. Course Number</td>
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<td>12. Minor (add or delete)</td>
</tr>
<tr>
<td>6. Pre- and Co-Requisite</td>
<td>13. Closed Site Program</td>
</tr>
<tr>
<td>7. Course Description</td>
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</tr>
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</tr>
<tr>
<td>9. Deactivate Course</td>
<td>✓ 16a. Certificate Program (UG/G) exclusively within existing degree program</td>
</tr>
<tr>
<td>22. Other</td>
<td>16b. Certificate Program (UG/G) outside of or across degree programs (12 or more credits)</td>
</tr>
</tbody>
</table>

ADDITIONAL DOCUMENTATION (check all appropriate boxes of documents included; review the list of necessary documents):

✓ summary proposal (O) ☐ course definition document (P) ☐ full five-page MHEC proposal (Q)

☐ financial tables (MHEC) (R) ☐ other documents as may be required by MHEC/USM (S) ☐ other (T)
**IMPACT REVIEW (review the list of necessary signatures):**

<table>
<thead>
<tr>
<th>Impacted Entity</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Library</td>
<td></td>
<td>3/10/15</td>
</tr>
<tr>
<td>b. OTS</td>
<td></td>
<td>1/16/15</td>
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<tr>
<td>c. University Relations</td>
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<tr>
<td>d. Admissions</td>
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<td>e. Records</td>
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**APPROVAL SEQUENCE (review the list of necessary signatures):**

<table>
<thead>
<tr>
<th>Approval Level</th>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A. Department/Division (Chair)</td>
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<td>8/10/15</td>
</tr>
<tr>
<td>B. General Education (for No. 7, 8)</td>
<td></td>
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<tr>
<td>C. Final Faculty Review Body Within Each School (Chair)</td>
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<td>3/10/15</td>
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<tr>
<td>D. Dean</td>
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<td>3/13/15</td>
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<tr>
<td>E. University Faculty Senate (Chair)</td>
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<td>4/11/15</td>
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<tr>
<td>F. University Council (Chair)</td>
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<tr>
<td>G. Provost and Senior Vice President for Academic Affairs</td>
<td></td>
<td>3-23-15</td>
</tr>
<tr>
<td>H. President</td>
<td></td>
<td>4-22-15</td>
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<tr>
<td>I. Board of Regents (notification only)</td>
<td></td>
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<tr>
<td>J. Board of Regents (approval)</td>
<td></td>
<td>4-27-15</td>
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<tr>
<td>K. MHEC (notification only)</td>
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<tr>
<td>L. MHEC (approval)</td>
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<tr>
<td>M. Middle States Association notification</td>
<td>Required only if the University’s mission is changed by the action</td>
<td></td>
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</tbody>
</table>

1 University Council review (for recommendation to the president or back to the provost) shall be limited to curricular or academic policy issues that may potentially affect the University’s mission and strategic planning, or have a significant impact on the generation or allocation of its financial resources.
SCHOOL: LAW  MSB  CAS  CPA

CONTACT NAME: Debra L. Stanley  PHONE: 6082

DEPARTMENT/DIVISION: School of Criminal Justice  DATE PREPARED: 2/12/2015

PROPOSED SEMESTER OF IMPLEMENTATION: fall  spring  YEAR: 2015

ACTION BEING REQUESTED (select one category, either Course Actions or Program Actions):

COURSE ACTIONS  PROGRAM ACTIONS

Original Subject Code/Course Number: Trauma Informed Certificate

Original Course Title:

Select one or multiple actions from one of the lists below (review the list of necessary documents and signatures):

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For changes to existing courses:

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<th>CREDITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>NEW TITLE</td>
<td>SUBJECT CODE/COURSE NO.</td>
<td>CREDITS</td>
</tr>
</tbody>
</table>
DESCRIBE THE REQUESTED COURSE/PROGRAM ACTION (additional pages may be attached if necessary):

A new post-Baccalaureate Trauma Informed Certificate for students exclusively enrolled in the MSCJ Program. The proposed certificate is specifically designed for non-clinical professionals. The Trauma Informed Certificate provides the foundations of trauma manifestations, recognition of trauma, and presents the various responses and models for establishing a trauma informed model within organizations that may lead to successful interactions and reduction of re-traumatization of individuals. The Certificate program requires the completion of 12 credits; the following four courses are required for certification:

1. CRJU 680 - Foundations and Impact of Trauma
2. CRJU 682 - Trauma within organizations
3. CRJU 684 - Responding to Trauma
4. CRJU 686 - Models of Trauma Interventions and Best Practices

SET FORTH THE RATIONALE FOR THIS PROPOSAL:

The high rates of trauma and post-traumatic stress disorder are significant among justice involved individuals - offenders, victims, families and children of offenders and victims, and professionals working within the system. According to Hatton and Fisher (2009) the estimates range between 86% and 95.5% for all men and women involved in the criminal justice system who have experienced a significant traumatic experience prior to their justice system involvement. Because such a large portion of the population has experienced some form of trauma, an understanding of trauma and its impact, as well as the principles of being trauma informed are key for criminal justice professionals. Reducing the effects of trauma may significantly reduce future involvement in the criminal justice system. A trauma informed professional can increase the safety of both the professional and the individual they are interacting with in the system, and also reduce the re-traumatization by the system. Trauma informed professionals will lead to trauma informed organizations in the near future.

UNIVERSITY SYSTEM OF MARYLAND INSTITUTION PROPOSAL FOR

X New Instructional Program

Substantial Expansion/Major Modification

Cooperative Degree Program

X Within Existing Resources, or

Requiring New Resources

UNIVERSITY OF BALTIMORE
Institution Submitting Proposal

Trauma Informed Post Baccalaureate Certificate
Title of Proposed Program

Post Baccalaureate Certificate
Award to be Offered

2105.05
Proposed HEGIS Code

43.0103
Proposed CIP Code

School of Criminal Justice
Department in which program will be located

Debra Stanley
Department Contact

(410) 837-6082
Contact Phone Number
dstanley@ubalt.edu
Contact E-Mail Address

Signature of President or Designee

Date

4/21/15
The University of Baltimore (UB) proposes to offer a Trauma Informed Post Baccalaureate Certificate under the auspices of UB’s School of Criminal Justice in the College of Public Affairs. The Certificate program includes a select group of courses that reside wholly within the Master of Science in Criminal Justice program. These courses are intended to provide students with the fundamental understanding of trauma and the tools for making appropriate referrals for treatment of individuals involved in the criminal justice system to appropriate services.

Centrality to the Mission of the University of Baltimore

The mission of the University of Baltimore assures that the university provides “innovative education... to serve the needs of a diverse population in an urban setting. In addition, the University’s program offerings should “combine theory and practice to create meaningful, real-world solutions to 21st century, urban challenges.” Within this broader context, the College of Public Affairs seeks to prepare problem-solvers who will analyze policy and lead public, private, non-profit, health-care, and third sector organizations of the future with a specialized knowledge of those consequences and the ability to execute strategies designed to overcome the obstacles posed by the consequences of placement in and among the various systems.

The University of Baltimore, College of Public Affairs, excels in the preparation and the delivery of education that has practical application (“Knowledge that works”). The goal has largely been to prepare students for opportunities at the local, regional and national levels. The School of Criminal Justice is uniquely situated to provide students within the School of Criminal Justice with a specialized knowledge of trauma and its impact on individuals involved in the criminal justice system. This specialized certificate program will provide students with the skills to better manage criminal justice populations and execute strategies to address the issues of trauma before they translate into further behavior problems and repeat offending. The proposed degree program is a 21st-century reflection of the university’s mission to impart knowledge that works and to provide students an opportunity to be agents of positive change.

Market Demand

Currently there are no non-clinical Trauma Certificate Programs specifically designed for criminal justice professionals. The proposed certificate program would be groundbreaking because it would help fill the “trauma” informed gap among criminal justice professionals.

There is a growing body of research indicating that between 86 and 95.5 percent of all individuals involved in the criminal justice have experienced at least one traumatic experience in their lifetime (Gillece, 2009; Stedman, 2009). Professionals within the criminal justice systems are not currently educated or trained in trauma and its long range effects on victims; the behavioral manifestations of earlier trauma (this applies to victims and witnesses of crime, as well as offenders of crime); nor are they provided with tools to address the consequences of trauma to make appropriate referrals for treatment services. The underlying consequences of previous traumatic experiences among victims and offenders can and often do stand in the way of criminal justice professionals accomplishing their responsibilities of safety and social control within the system. An education in the foundations of trauma would provide options for the criminal justice system to play a role in the recovery and healing from earlier traumatic
experiences among victims, witnesses and offenders, thus increasing the likelihood of reducing future offending behavior.

Curriculum Design

A post-Baccalaureate Trauma Informed Certificate program is available within the School of Criminal Justice. The certificate is designed specifically for professionals who are or plan to be working in the criminal justice field. The Trauma Informed Certificate program requires the completion of 12 credits (4 courses—see topics below). Upon completion students will understand the foundations and manifestations of trauma, its impact within criminal justice organizations, and have acquired the skills and tools to make appropriate referrals for treatment services.

1. **Foundations and Impact of Trauma**: Provides a foundation for understanding trauma and post-traumatic stress disorder in adults and children. Examines the impact of trauma and describes the short and long term effects; explains how past trauma can lead to ongoing problem behaviors. Develops non-clinical professionals’ skills and increases awareness of the necessary core competencies in trauma-informed services and administration. Also, provides an understanding of the impact and manifestation of vicarious traumatization and compassion fatigue on professionals.

2. **Trauma within Organizations**: Provides an understanding of how the impact of trauma can manifest behaviorally and may be elicited by normal interactions found within criminal justice system settings, and describes how that knowledge may be used to reduce the intensity of a difficult or dangerous situation. Explains how trauma informed criminal justice system responses can help to avoid re-traumatizing individuals, increase safety, and reduce future involvement in the system. Explains the benefits of capacity building among partners cross systems to link individuals to trauma-informed services and treatment as a means to increase an individual’s capacity for recovery.

3. **Responding to Trauma**: Provides an understanding of trauma symptoms and the specific needs of trauma survivors, describes approaches for engaging individuals with histories of trauma, examines the tools to identify and screen for trauma and other mental health disorders to facilitate early intervention and treatment referrals. Increases knowledge and skills on trauma-specific services, and self-care methods for reducing symptoms of vicarious trauma and burn-out.

4. **Trauma Interventions and Best Practices**: Examines evidence-based trauma interventions and emerging areas of best practices; describes the different models and techniques for recovery currently used with different populations and discusses their effectiveness. Examines how culture and ethnicity influence the experience and effects the treatment of trauma.

These specific courses present the specific skills needed for a non-clinical Trauma Informed Specialist. The certificate program would be a compliment to the B.S. in Criminal Justice program. The proposed courses are already being taught as special topics courses by full time and adjunct faculty; the temporary topics courses will be converted to permanent courses designed for this program.
Learning Objectives

1. Understand trauma and post-traumatic stress disorder (PTSD) and its manifestations. Describe the impact of trauma and/or PTSD on individual’s lives
2. Describe the need for criminal justice system professionals to understand trauma
3. Discuss how a history of traumatic behavior may result in problematic behavior
4. Analyze the causes & consequences of diverse forms of trauma on individuals and groups.
5. Compare programmatic approaches to prevention and intervention.
6. Discuss historic and aesthetic approaches to understanding violence, trauma and recovery.
7. Identify available community resources and provide appropriate referrals.
8. Demonstrate self-awareness in relation to the healing process, the dynamics of vicarious trauma and the role of criminal justice professionals.

Faculty Resources
The full-time faculty qualified to teach in this program include:

- Debra L. Stanley, Ph.D.
- Heather L. Pfeifer, Ph.D.
- Tara Richards, Ph.D.
- Gabriela Wasileski, Ph.D. (new hire August 2015)

Adjunct Faculty:
- Elaine Witman
- Ray Chase (new)
- Darren McGregor (new)

References


April 27, 2015

Mr. Kurt L. Schmoke  
President 
University of Baltimore 
1420 North Charles Street 
Baltimore, MD 21201-5779 

Dear Kurt, 

Thank you for forwarding the request of the University of Baltimore to offer the Trauma Informed Post-baccalaureate Certificate within the existing M.S. in Criminal Justice program. 

I am pleased to approve this request. Please extend my appreciation to the faculty who worked to develop this new curricular option. I have confidence the program will be successful. 

Sincerely yours, 

William E. Kirwan  
Chancellor 

cc: Joseph Wood, Provost and Senior Vice President for Academic Affairs
May 20, 2015

Dr. Joseph S. Wood
Provost and Senior Vice President for Academic Affairs
University of Baltimore
1420 North Charles Street
Baltimore, Maryland 21201

Dear Dr. Wood:

The Maryland Higher Education Commission has reviewed a request from the University of Baltimore to offer a Trauma Informed Post-Baccalaureate Certificate (P.B.C.) within the Master of Science in Criminal Justice.

I am pleased to inform you that the program proposal is approved. This decision is based on an analysis of the program proposal in conjunction with the law and regulations governing academic program approval, in particular Code of Maryland Regulations (COMAR) 13B.02.03. The program meets COMAR’s requirements and demonstrates potential for success, an essential factor in making this decision.

For the purposes of providing enrollment and degree data to the Commission, please use the following HEGIS and CIP codes:

<table>
<thead>
<tr>
<th>Program Title</th>
<th>Award Level</th>
<th>HEGIS</th>
<th>CIP</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trauma Informed P.B.C.</td>
<td>P.B.C.</td>
<td>2105.05</td>
<td>43.0103</td>
</tr>
</tbody>
</table>

Should the University of Baltimore desire to make a substantial modification to the program in the future, review by the Commission will be necessary. I wish you continued success.

Sincerely,

Jennie C. Hunter-Cevera, Ph.D.
Acting Secretary of Higher Education

JCHC:SAB: jvf

cc: Teri Hollander, Associate Vice Chancellor for Academic Affairs, USM
    Starrla Levine, Assistant Provost, UB