

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET

See Course and Program Development Policy and Procedures for Instructions

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Heather Pfeifer	Phone: x5292
DEPARTMENT / DIVISION: CCJFS		
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):		
Change of Course Description of CRJU 635 "Youth Problems in Society"		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

Box 1: TYPE OF ACTION	ADD(NEW) <input type="checkbox"/>	DEACTIVATE	MODIFY <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>
Box 2: LEVEL OF ACTION	Non-Credit <input type="checkbox"/>	Undergraduate <input type="checkbox"/>	Graduate <input checked="" type="checkbox"/>	OTHER <input type="checkbox"/>

Box 3: ACTION ITEM (check appropriate boxes)		DOCUMENTS REQUIRED (see box 4 below)	IMPACT REVIEWS (see box 5 on back)	APPROVAL SEQUENCE (see box 6 on back)
	1. Experimental Course ¹	NOP	a, c, e	AC
	2. Course Title	NO		ABCD
	3. Course Credits	NO		ABCD
	4. Course Number	NO		ABCD
	5. Course Level	NO		ABCD
	6. Pre & Co-Requisite	NO		ABCD
<input checked="" type="checkbox"/>	7. Course Description	NOP		ABCDEF
	8. New Course	NOP		ABCDEF
	9. Deactivate a Course	NO		ABCDEF
	10. Program Requirements	NO	b, c, d, e	ABCDEF
	11a. UG Specialization (24 credits or less)	NO	a, b, c, d, e	ABCDEF
	11b. Masters Specialization (12 credits or less)	NO	a, b, c, d, e	ABCDEF
	11c. Doctoral Specialization (18 credits or less)	NO	a, b, e	ABCDEF
	12. Closed Site Program	NOT	e	ABCDHIK
	13. Program Suspension ⁹	NO,5	a, e	ABCDEGIK
	14a. Certificate Program (ug/g) exclusively within existing degree program	NO	a, c, e	ABCDEFHIK
	14b. Certificate Program (ug/g) where degree programs do not exist or where courses are selected across degree programs (12 or more credits)	NOQR, 6	a, c, e	ABCDEFHJL
	15. Off-Campus Delivery of Existing Program	NO, 4	a, b, c, e	ABCDHIL
	16a. UG Concentration (exceeds 24 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16b. Masters Concentration (exceeds 12 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	16c. Doctoral Concentration (exceeds 18 credit hours)	NO, 5	a, c, d, e	ABCDEFHJL
	17. Program Title Change	NO, 5	a, c, d, e	ABCDEFHJL
	18. Program Termination	NO, 10	d, e	ABCDEFHIK
	19. New Degree Program	NOQR, 3,8	a, c, d, e	ABCDEFHJL
	20. Other	Varies	Varies	Varies

Box 4: DOCUMENTATION (check boxes of documents included)					
<input checked="" type="checkbox"/>	N. This Cover Sheet	<input type="checkbox"/>	Q. Full 5-page MHEC Proposal	<input type="checkbox"/>	T. Other
<input checked="" type="checkbox"/>	O. Summary Proposal	<input type="checkbox"/>	R. Financial Tables (MHEC)	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	P. Course Definition Document	<input type="checkbox"/>	S. Contract	<input type="checkbox"/>	

- Approval of experimental course automatically lapses after two offerings unless permanently approved as a new course.
- Codes: a) Library Services (Langsdale or Law) b) Office of Technology Services c) University Relations d) Admissions
- Letter of Intent is required by USM at least 30 days before a full proposal can be submitted. Letter of Intent requires only the approval of the dean and the provost and is forwarded to USM by the Office of the Provost.
- One-page letter to include: Program title & degree/certificate to be awarded; resources requirements; need and demand; similar programs; method of instruction; and oversight and student services (MHEC requirement)
- One-page letter with description and rationale (MHEC requirement)
- One or two-page document that describes: centrality to mission; market demand; curriculum design; adequacy of faculty resources; and assurance program will be supported with existing resources. (MHEC requirement)
- Learning objectives, assessment strategies; fit with UB strategic plan
- Joint Degree Program or Primary Degree Programs require submission of MOU w/ program proposal. (MHEC requirement)
- Temporary suspension of program to examine future direction; time not to exceed two years. No new students admitted during suspension, but currently enrolled students must be given opportunity to satisfy degree requirements.

DOCUMENT N: COURSE AND PROGRAM DEVELOPMENT COVER SHEET (Page 2 of 2)

SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>
SHORT DESCRIPTION OF PROPOSAL (state name of action item 1-20 and course name, code & number / program affected):
Change Course Description of CRJU 635 "Youth Problems in Society"

10. Provide:
- a. evidence that the action is consistent with UB mission and can be implemented within the existing program resources of the institution.
 - b. proposed date after which no new students will be admitted into the program;
 - c. accommodation of currently enrolled students in the realization of their degree objectives;
 - d. treatment of all tenured and non-tenured faculty and other staff in the affected program;
 - e. reallocation of funds from the budget of the affected program; and
 - f. existence at other state public institutions of programs to which to redirect students who might have enrolled in the program proposed for abolition.
11. University Council *review* (for a 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.

Box 5: IMPACT REVIEW	SIGNATURES (see procedures for authorized signers)	DATE
a. Library <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
b. OTS <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	CIO or designee:	
c. University Relations <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
d. Admissions <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Director or designee:	
e. Records <input type="checkbox"/> No impact <input type="checkbox"/> Impact statement attached	Registrar or designee:	

Box 6: APPROVAL SEQUENCE	APPROVAL SIGNATURES	DATE
A. Department / Division	Chair: <i>Debra L. Hawley</i>	<i>12/10/09</i>
B. Final faculty review body within each School	Chair: <i>Margaret J. Polthart</i>	<i>2-25-10</i>
C. College Dean	Dean: <i>[Signature]</i>	<i>2/26/10</i>
D. Provost and Senior Vice President for Academic Affairs	Provost: <i>[Signature]</i>	<i>3/8/10</i>
E. Curriculum Review Committee (UFS subcommittee)	Chair: <i>[Signature]</i>	
F. University Faculty Senate (UFS option)	Chair:	
G. University Council (see # 11 above)	Chair:	
H. President	President:	
I. Board of Regents – notification only		
J. Board of Regents – approval		
K. MHEC – notification only		
L. MHEC – approval		
M. Middle States Association notification	Required only if the mission of the University is changed by the action	

DOCUMENT O: SUMMARY PROPOSAL

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SCHOOL: LAW <input type="checkbox"/> MSB <input type="checkbox"/> YGCLA <input checked="" type="checkbox"/>	Contact Name: Heather Pfeifer	Phone: x5292
DEPARTMENT / DIVISION: CCCJFS		
SHORT DESCRIPTION OF PROPOSAL (state action item 1-23 and course name & number or program affected):		
Change of course description for CRJU 635 "Youth Problems in Society"		
PROPOSED SEMESTER OF IMPLEMENTATION: Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Year: 2010		

O-1: Briefly describe what is being requested:

We are requesting a change in the course description for CRJU 635 "Youth Problems in Society" to reflect the addition/incorporation of CRJU 708's course content into the original course curriculum. Specifically, CRJU 635 will now include material that addresses 'best practices' in the field of juvenile justice and delinquency prevention, in addition to the original material that focuses on the nature and extent of juvenile delinquency.

Subsequently, the catalogue description will be amended to include the new curriculum (change highlighted in italics and strikethrough) "Discusses the role of demographics, developmental issues, family, school, peers, and individual roles in youth behavior and ~~victimization~~. Analysis of the major studies and theoretical foundations of ~~youth problems~~ *juvenile delinquency and identification and analysis of the current 'solutions' implemented at both system and community levels. Reviews 'best practices' in the control and prevention of juvenile delinquency.*"

For new courses or changes in existing courses (needed by Registrar)

OLD Title:	Course # / HEGIS Code:	Credits:
NEW Title:	Course # / HEGIS Code:	Credits:

O-2: Set forth the rationale for the proposal:

CRJU 638 "Youth Problems in Society" is one of the four courses offered for the juvenile specialization. It is only offered every other year and is the counterpart to CRJU 708 "Solutions to Youth Problems." According to MSCJ program requirements, students must take a minimum of two courses in their area of specialization. Consequently, to complete their coursework as expediently as possible, students will often choose whichever juvenile specialization course is offered during the current semester. However to sufficiently prepare for the juvenile comprehensive exam, students should learn the material covered in both CRJU 635 and CRJU 708. Therefore, we would like to combine these two courses into one course so we can assure the students have been exposed to research that covers both predictors of delinquency as well as 'best practices' in the field.

Document P: Required Format for Master Course Document

Include in your master course document items one through 15 using as much space as needed.

1. Date Prepared: December 1, 2009
2. Prepared by: Heather L. Pfeifer
3. Department/Division: CCJFS
4. Course Number(s), including HEGIS code(s): CRJU 635
5. Course Title: “Youth Problems in Society”
6. Credit Hours: 3
7. Catalogue Description (Paragraph should reflect general aims and nature of the course):

Discusses the role of demographics, developmental issues, family, school, peers, and individual factors in youth behavior. Analysis of the major studies and theoretical foundations of juvenile delinquency and of the current ‘solutions’ implemented at both system and community levels. Reviews ‘best practices’ in the control and prevention of juvenile delinquency.
8. Prerequisites: None
9. Course Purpose (How the course is to be used in the curriculum, e.g., required for major):

Specialization and/or elective
10. General Education area, if applicable (i.e., social sciences, humanities, science, etc.): N/A
11. Course Type/Component (clinical, continuance, discussion, field studies, independent study, laboratory, lecture, practicum, research, seminar, supervision, thesis research, tutorial or workshop). **This must match PeopleSoft 9.0 coding.** *Check with your Dean’s office if you are unsure of the correct entry.*

Seminar
12. Faculty qualified to teach the course: Heather Pfeifer, Cindy Smith, Kathy Block
13. Content Outline:

- Trends in juvenile delinquency
- The concept of risk and protective factors of juvenile delinquency
- Community-level risk factors (e.g., poverty, community violence)
- Social-level risk factors (e.g., peers, family, school)
- Individual-level factors (e.g., psychological disorders, alcohol/drug use, learning disabilities, victimization)
- Review of ineffective delinquency prevention and control programs/policies
- Review of ‘best practices’ for at-risk youth (e.g., “Blueprint Models of Violence Prevention”)

14. Learning Goals:

At the end of the course, students should be able to –

- Identify and discuss individual, social, and community-level risk factors of juvenile delinquency
- Differentiate between protective, static, and criminogenic risk factors
- Apply theoretical models to explain proposed relationships between protective and risk factors and juvenile delinquency
- Critically examine system and community-based programs targeting at-risk youth, and apply

15. Assessment Strategies:

The learning goals will be assessed through student papers and projects. Specifically, students will conduct critical reviews of selected issues and existing programs and will apply theoretical and empirical research in one or more papers and oral presentations.

16. Suggested Text(s) and Materials (example: textbooks, equipment, software, etc. that student must purchase):

Most of the reading materials will be drawn from a variety of sources: National Institute of Justice documents, other institute reports (Urban Institute, RAND, Anne E. Casey Foundation, etc.), statistical reports (Uniform Crime Reports, National Crime Victimization Survey, National Household Survey of Youth, etc.), and selected chapters and articles addressing the particular topics.

17. Suggested Class Size: 20

18. Lab Fees (when applicable): N/A