

**Department of Criminal Justice  
Masters of Science**



**Grambling State University  
College of  
Professional & Graduate Studies**

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All statements in this manual are announcements of present policies subject to change at any time by proper authority without notice.



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*Criminal Justice Department*

**WELCOME**

Criminal Justice is a broad and fascinating field of study encompassing the study of criminal behavior, the administration and management of justice, policy and practice in policing, courts and corrections, victimology and victim services, juvenile justice, crime prevention, and public safety and security. During the 1983-1984 academic year, the Criminal Justice Department at Grambling State University developed a graduate program leading to the Master of Science degree; nationally-acclaimed criminal justice educators, Dr. T. George Felkenes of the Claremont Graduate School and Dr. Richard Myren of the School of Justice at American University, served as consultants. The Master of Science program in Criminal Justice was approved by the University of Louisiana System Board of Trustees and the State of Louisiana Board of Regents in the Fall of 1984 and the department began offering graduate courses in the Spring of 1985. Since its inception, the Master of Science in Criminal Justice at Grambling State University has grown to become one of the largest programs in terms of the number of majors on the campus. The program prepares students for professional careers and advanced study in criminal justice and legal studies in addition to being socially conscious and productive members of the society. The Master of Science in Criminal Justice (MSCJ) is also the largest Criminal Justice graduate program in the State of Louisiana.

The MSCJ, provides students with the opportunity for advanced intensive study of crime and justice issues with emphasis on the application of theory and research to criminal justice policy and practice. The program is designed to meet the needs of students who are preparing for careers in criminal justice, for students who already have careers in the criminal justice field and desire the advancement of their knowledge and skills, and for students who plan to pursue doctoral work.

Students who have completed the MSCJ degree have positions on the federal, state, local, and international levels generally seek careers in law enforcement, private security, corrections, court services, victim services, social services, investigations, law, and, academia. It is our expectation that you will be equally successful in obtaining positions and developing your career in the criminal justice system. MSCJ graduates will be additionally prepared at the more advanced level for positions that require the MS degree such as teaching positions in community colleges or as university-level adjunct faculty, research analyst positions in criminal justice agencies, and positions in law enforcement and corrections at the federal level that require the advanced degree.

Again, welcome and wishing you much success,

The Department of Criminal Justice



## **History of the Department of Criminal Justice**

The Criminal Justice program at Grambling State University began in the summer of 1975 with the establishment of the Criminal Justice Center. The Criminal Justice Center developed an Associate of Science degree program in Criminal Justice which was subsequently approved by the University of Louisiana System Board of Trustees and the State of Louisiana Board of Regents in Fall 1976. The Center then developed a 4-year baccalaureate degree program in Criminal Justice which was approved by the respective governing boards in Spring 1978. Both undergraduate programs were developed with input and support from the statewide Criminal Justice community including Justice Albert Tate of the Supreme Court of the State of Louisiana. The Department of Criminal Justice was created in Fall 1979.

During the 1983-1984 academic year, the department developed a graduate program leading to the Master of Science degree; nationally-acclaimed criminal justice educators, Dr. T. George Felkenes of the Claremont Graduate School and Dr. Richard Myren of the School of Justice at American University, served as consultants. The Master of Science program in Criminal Justice was approved by the University of Louisiana System's Board of Trustees and the State of Louisiana Board of Regents in the Fall of 1984 and the department began offering graduate courses in the Spring of 1985. With its three degree programs, the Department of Criminal Justice quickly grew to become the largest academic department at Grambling State University and the largest Criminal Justice program in the State of Louisiana.

As part of the Desegregation Settlement Agreement, the University of Louisiana System Board of Trustees authorized the university and the department in 1995 to pursue the development of undergraduate degree programs in Paralegal Studies and Forensic science. Three academic programs in Paralegal Studies were approved by the governing boards in 1996-1997: a Certificate program, an Associate of Arts degree program, and a Bachelor of Arts degree program. The department began offering classes for these three programs in Fall 1997.

After much internal debate, many visits to existing programs, and consultations with the nation's best forensic science experts and educators, a report was made to the President advising him that the number of potential students interested in pursuing an education in Forensic science at Grambling State University was likely to be quite small, and that the program would probably not attract sufficient numbers of other race students to justify the cost of implementing this extraordinarily expensive program. In Fall 1997, GSU's Interim President decided to seek approval from the University of Louisiana System Board of Trustees and all other parties to the Desegregation Settlement Decree to replace the Forensic Science program with a Ph.D. in Criminal Justice. If the doctoral program was instituted, Grambling State University would be the first historically black institution to offer a doctorate in Criminal Justice and it would be the only one in the deep southern states of Louisiana, Mississippi, Arkansas, Alabama, Georgia, Tennessee, North and South Carolina, and also Oklahoma.

In 2008, the Board of Regents and the Board of University, Louisiana Systems implemented the discontinuance of Low Completers program and later shifted 2-year degree programs to community colleges. This resulted in the loss of the 2-year degree program (A.S. in Criminal Justice, A.S. in Paralegal) to the Department of Criminal Justice. Paralegal instead of a degree program (B.A. in Paralegal) was converted to Paralegal as concentration of Criminal Justice, B.S. degree in 2008-2009. The Department continues to thrive. Its student population is consistently growing, attracting students from various states in U.S. as well as from other countries from Central and South America, Caribbean Islands, Middle East and Asia.

In 2014, the College of Professional Studies was merged into the College of Graduate Studies and became the College of Professional & Graduate Studies. The Department of Criminal Justice became part of the College of Professional & Graduate Studies. Today, the Department of Criminal Justice is part of the College of Professional Studies.

### **Composition and Structure of the Department**

The Department of Criminal Justice at Grambling State University is composed of 10 individuals who have regular faculty status. Seven faculty have graduate status. The Department has a Department Head, an Administrative Assistant, an Undergraduate and Graduate Coordinators. The Department is comprised of faculty from diverse specialization within the criminal justice field. The Department offers a concentration in Paralegal Studies as well. Graduate advisement is conducted by the Graduate Coordinator and three graduate faculty. All graduate faculty have articles published in peer reviewed publications.

### **Mission of the Department**

The Department of Criminal Justice is dedicated to providing students with a sound educational foundation in criminal justice and paralegal studies within the liberal arts tradition. Its mission is to provide students with the academic, research, and practical skills requisite to the pursuit of professional careers or advanced study within the Criminal Justice sciences. Faculty members in the department strive to promote excellence and social responsibility for students in a creative, enlightened, and culturally sensitive academic environment. Graduates of Criminal Justice degree programs will be positioned to succeed as career professionals, to make meaningful contributions to the communities they serve and uphold and foster the principles and ideals set forth in the Constitution of the United States of America.

### **The Purpose of the Department of Criminal Justice**

The specific purposes of the Department of Criminal Justice are in four broad areas: (1) to provide quality teaching and classroom instruction at both the undergraduate and graduate levels; (2) to engage in both applied and theoretical research programs, thus contributing to the growth of knowledge in the Criminal Justice sciences and also enhancing the skills and effectiveness of current and future criminal justice professionals; (3) to provide public service to the community and state; and (4) to cultivate a cultural and intellectual environment for students, faculty, and citizen participation through community outreach programs.

## **The Philosophy of the Department of Criminal Justice**

It is the philosophy of the Department of Criminal Justice that an interdisciplinary liberal arts-oriented education is desirable to ensure the complete development of an effective professional educated class, in the delivery of social services in general and Criminal Justice in particular. Committed and enlightened faculty combined with motivated and able students will produce a quality education that ensures harmonious growth and enhancement in each area of endeavor. Graduates will exemplify Grambling State University's motto, "*Excellence Through Service.*" The Department will continually strive to achieve and maintain academic excellence, through teaching, research and wholesome activities of higher learning.

### **Goals and Objectives**

While the general purpose of the Department of Criminal Justice is to provide an academically sound liberal arts-oriented education to students interested in Criminal Justice, Paralegal Studies, and related fields that will produce well-rounded professionals and citizens. The specific objectives are aligned with institutional goals and support the mission and priorities of the University. The objectives are:

- To provide students with a basic and broad understanding of the role, importance, and responsibilities of Criminal Justice organizations and professionals;
- To prepare students for careers in Criminal Justice, Paralegal Studies, and related fields;
- To provide a challenging intellectual climate in which students can hone their analytic abilities so that they will better be able to make sound, rational, and unbiased decisions;
- To prepare students to pursue graduate and professional study and research;
- To provide public service through research, seminars, workshops, and symposia;
- To provide opportunities for research and interaction with other institutions, scholars, and professionals in Louisiana and the nation;
- To continue to attract capable and motivated undergraduate and graduate students;
- To encourage the faculty to engage in research, the writing of grant proposals, and to publish.

### **Faculty Activities and Student Contact**

Teacher-student contact occurs both inside and outside of the classroom. In particular, the Department maintains an extensive system of student academic advisement. Three faculty members process all advisement and related paperwork for the graduate program (well in excess of 100 students per term).

Faculty contributed in several areas of student development: an active chapter of Alpha Phi Sigma with a faculty advisor (a national criminal justice honorary society with the requirement of superior grade performance for membership, numbering about 20 inductions per year); a chapter of National Association of Blacks in Criminal Justice (approximately 30 student members and a faculty advisor); and a chapter of American Criminal Justice Association/Lambda Alpha Epsilon (a Criminal Justice club with an active membership of around 30 students and a faculty advisor). These organizations undertake charitable community projects (e.g., clothing and food drives); as well they participate in events highlighting professional development and employment opportunities.

Graduate student interaction with faculty occurs both in and out of class as well. Each student, in addition to successful completion of coursework must complete a Thesis or pass Comprehensive Exams in three areas: Criminological Theory; Research Methods; and Criminology and Law. The theory and methods exams are reflective of the scientific orientation of professional Criminal Justice and are taken after completion of four required courses CJ 506 (Theories), CJ 502 (Writing Seminar), CJ 581 (Research Methods), and CJ 582 (Statistics). The content of the Criminology and Law exam emphasizes general knowledge of legal and socio-cultural processes in criminal justice.

Faculty activity, whether scholarly, instructional, or community-oriented is best viewed as a contextual, overlapping process; all three layers not only influence one another, but are necessary for a complete educational experience. As well, there is a positive dynamic between faculty quality (as measured by faculty activity) and student quality and participation. The two go hand-in-hand. Faculty quality cannot be judged in isolation, but enhances student quality. The mutual influence between faculty and student quality initially is found in the numbers for each: Six graduate faculty and one staff member serve more than 325 Criminal Justice graduate students. The Department attracts a significant number of non-majors as well. Thus, the Department's programs are well established and represent a noticeable, even remarkable, share of the University's overall student population. Since the inception of the Department some three decades ago, its programs have faced a constant student demand-in fact a robust growth curve for most of that time, including the present.

The healthy number of students served by Criminal Justice programs- indeed, the stability and continued growth of that number over many years-is only part of the story of the Department's success. Student quality (e.g., as measured by recruitment and retention activity, internship participation, and job placement at graduation) is equally important. The Department of Criminal Justice is committed to maintaining and enhancing student quality, and faculty input throughout the academic year underscores this commitment.

Student quality is a very important part of professional development and is central to the internship program for graduate students (up to 6 hours, optional). The Department places students in internships in federal, state, and local agencies as initial exposure of the eventual graduate to professional socialization and expectations in the workplace.

## The Faculty of the Department of Criminal Justice

The Department has a total of ten full-time faculty. The following chart displays the academic credentials of the faculty:

Name & Rank	Degree	Institution (Date)	Specialization	Date of GSU Appointment	Teaching Experience Years	Field Experience Years
Conley, Mae D. Assistant Professor	M.S.	So. Ill. (1984)	Criminology	Fall 1986	33	5
*Dotter, Daniel Professor	Ph.D. M.A.	VA Tech (1983) Miss St (1977)	Theory Criminology	Fall 1987	33	0
*Lee, Tazinski Associate Professor	Ph.D. M.S.	Jackson State (2001) Grambling State University 1989	Public Policy & Administration Criminal Justice	Fall 2014	31	0
*Minifield, L. Charles Assistant Professor	J.D.	Southern (1982)	Law	Fall 1985	29	27
*Montgomery-Scott, Joyce Professor	Ph.D. M.S.	Western Michigan (1995) Grambling State University (1991)	Methods Victimology	Fall 1995	21	0
Simmons, Herbert Associate Professor	J.D.	Howard University D.C. (1970)	Law	Fall 2007	18	39
*Singh, Mahendra Professor	Ph.D., MS, MA, LLB	Michigan State (1984) Michigan State (1979)	Police Comparative Terrorism	Fall 1984	37	25
Thomason, Lurie Associate Professor	J.D. M.Ed.	Alabama (1975) Tex/SA (1992)	Law	Spring 1975	21	4
*Brown, Kashley Assistant Professor	Ph.D. B.S.	Texas Southern University Tougaloo College	Juvenile Delinquency	Fall 2017	2	0
*White-Langhorn, Karletta Assistant Professor	Ph.D. B.S.	University of Iowa (2016) Grambling State (2007)	Race, Police & Delinquency	Fall 2014	5	0
Hatter, Sharonda Lecturer	M.S. B.S.	Grambling State Paralegal Studies	Race and Crime	Fall 2017	2	5

\*Denotes graduate faculty.



# MASTER OF SCIENCE IN CRIMINAL JUSTICE

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The interdisciplinary Master of Science program with a major in Criminal Justice is designed to provide students with a high quality education through intensive study under the tutelage of a dedicated and professional faculty. The purpose of the program is to provide students with the latest theories and methods that will be of benefit to both practitioners and researchers as they pursue career and educational objectives. A major effort of the program is devoted toward teaching students how to analyze complex problems and research innovative but practical solutions to those problems.

## ADMISSION INTO THE PROGRAM

1. Application for admission to Grambling State University's Graduate School
2. Evidence of at least a Baccalaureate degree from an accredited institution and a **2.3** (on a 4.0 scale) or better grade point average.
3. Official transcripts from all colleges and universities in which previously enrolled must be on file in the School of Graduate Studies.
4. Submission of scores from the Graduate Record Examination (GRE) taken within the last five years. The GRE should be taken before Admission to Candidacy, i.e. during or before the second semester of admission to the program.
5. Three letters of recommendation from individuals who are aware of your academic ability (i.e. former professors, employers, etc.).

No student will be considered for admission into the MSCJ Program unless they are first admitted by the Graduate School. The Department has developed a rating system which it uses to evaluate applicants based upon the criteria as indicated. Students may be fully admitted or denied admission.

## Graduate Advisement

The Graduate Program Coordinator along with other departmental graduate faculty are academic advisors for all graduate students. The major function of the academic advisors is to assure that students register for courses in a timely manner and follow departmental and university procedures regarding their progress through the program. If a student intends to graduate in a given semester but needs more than 9 hours, permission to take additional hours may be obtained by completing the *Graduate School Request for Permission to Take More Than 9 Hours or 6 hours during the Summer Session Form*. This form must be requested by the student, recommended by a faculty advisor, and approved by the Department Head, College Dean, and Graduate Dean.

## The Curriculum/Plan of Study

The interdisciplinary Master of Science program with a major in Criminal Justice is designed to provide students with a high quality education through intensive study under the tutelage of a dedicated and professional faculty. The purpose of the program is to provide students with the latest theories and methods that will be of benefit to both practitioners and researchers as they pursue career and educational objectives. A major effort of the program is devoted toward teaching students how to analyze complex problems and research innovative but practical solutions to those problems. The program has two options, the non-thesis which is 42 credit hours and the thesis which is 36 credit hours.

### NON-THESIS OPTION OF STUDY: (see Appendix B for Non-Thesis Plan of Study)

A minimum of 42 credit hours is required of students pursuing the non-thesis option of study. Non-thesis students are also required to perform satisfactorily on three Written Comprehensive Examinations: (1) a three-hour exam in Research Methods, (2) a three-hour exam in Theories of Crime and Delinquency, and (3) a four-hour exam in Criminology and Law. The general design of the Plan of Study for students pursuing the non-thesis program is indicated below:

CORE COURSE CREDIT HOUR		
<b>CJ 502</b>	Writing Seminar for Criminal Justice	3
<b>CJ 505</b>	Theories of Crime & Delinquency	3
<b>CJ 581</b>	Methods of Justice Research I	3
<b>CJ 582</b>	Methods of Justice Research II	3
<b>Total:</b>		<b>12</b>

Approved Criminal Justice Electives*	21
Approved Electives	9
<b>Total:</b>	<b>42</b>
*Cannot include CJ 596 (Proposal Research & Writing), CJ 598 Directed Thesis Research I), or CJ 599 (Directed Thesis Research II)	

The non-thesis option consist of twelve credit hours of the following core courses for which students are required to complete with a grade of “A” or “B”:

CJ 502 Writing Seminar for Criminal Justice =3 credit hours

CJ 505 Theories of Crime and Delinquency =3 credit hours

CJ 581 Methods of Justice Research I =3 credit hours

CJ 582 Methods of Justice Research II =3 credit hours

**Total = 12 credit hours of core**

Approved Criminal Justice Electives = 21 credit hours (500 level or above)

Approved Electives = 9 credit hours

**Total = 42 credit hours**

*CJ 596, 598 or 599 cannot be included in the total credit hours.*

### **COMPREHENSIVE EXAMINATION**

The comprehensive exam will test the mastery of students' substantive knowledge covered in the courses they have taken, and will require of them the ability to apply that substantive knowledge to concrete situations. Students should be aware that no guarantees are offered regarding the passing of comprehensive exams. A student may complete successfully all of the required course work for the MSCJ but fail all or part of the comprehensive exam, and not be eligible to receive the degree of Master of Science in Criminal Justice. Comprehensive examinations will be offered twice a year, once in the fall and once in the spring. Examinations will not be given during the summer sessions.

#### **Eligibility to Take the Comprehensive Exam:**

To be eligible to take the comprehensive exam, students must meet each of the following conditions:

- 1) Have been admitted to master's degree candidacy;
- 2) Must be in the process of completing the last core course (s) for the MSCJ;
- 3) Must be in good academic standing (with at least a 3.0 average);
- 4) Must complete the MSCJ Graduate School Application for the Comprehensive Examination and submit it to the Department Head by the established deadline for the current term. The established deadline is the last Friday in the month of August for the fall and the last Friday in the month of January for the Spring. This form will be submitted to the Graduate Coordinator as verification that you will take the examination in the semester for which it is given (see Appendix F for Graduate School Application for the Comprehensive Examination Form). Only students who submit this form will be able to take the examination. If you are unable to take the examination on the dates in which it is given, you must wait and take the examination the following semester unless you have a documented excuse which must be approved by the Graduate Faculty. If a documented excuse is approved, a date and time will be set for a makeup examination.

Examinations dates are set by the Department. Exams will be given in the computer lab of the Nursing Building and are required to be word processed. All students will be assigned a

code for the exam and no student shall place their name on any material submitted for grading. All students are responsible for knowing any additional information (such as eligibility, organization, site and time, time allocation, etc.) regarding the comprehensive exam that is posted during the test taking semester. Unless one week notice is given to the Administrative Assistant or a documented emergency is presented, no-shows may be given a grade of fail.

Each exam will be graded: pass with distinction, pass or fail by three independent graders. Students who pass any portion of their Comprehensive Examination will be permitted to keep those sections, and will only be required to repeat sections of the exam that were not successfully completed.

A student is permitted to take the comprehensive exam twice and only twice. Should the student fail the exam a second time, he/she must file a petition to the Department of Criminal Justice. The petition must include a justifiable rationale that explains why they should be given a third opportunity to retake the exam. If the petition is accepted by the Department, the student must wait at least one semester before retaking the exam, audit relevant classes as directed by the Department, and participate in preparation workshops. By being given a full semester to prepare, the student's chances of passing the comprehensive exam should be increased.

Students sitting for the examination, who have a disability or medical condition which may impact their performance on the exam, must submit their information to the Graduate Coordinator who will submit it to the Office of Disability Services for Students. This office will inform the Department of accommodations which may be needed. This information (required forms) must be submitted alongside your MSCJ Graduate School Application for the Comprehensive Examination on or before the date outlined by the department.

### **Composition of the Comprehensive Exam:**

The comprehensive exam will consist of the following sections: Theory, Criminology and Law, and Research. These sections address each area of the core courses. Students are expected to demonstrate mastery of material from core courses and to be able to integrate that material with material presented in the elective courses that they have taken.

### **Preparation of Examination Questions:**

Each year, each graduate faculty shall prepare at least 5 exam questions. Faculty with specialization in each area of the comprehensive exam will be responsible for selecting the exam questions and submitting them to the Graduate Coordinator for approval.

### **Test Administration:**

Students will sit for the examination in a designated auditorium/room. Administration will be proctored by CJ faculty. Distance students who are not able to take the exam on campus will be required to take the exam in a proctored setting (i.e. Sylvan Learning Center). The Graduate Program Coordinator will make these arrangements on an individual basis. The exam will begin at 9:00 a.m. each morning. Students will have 3 hours to complete each section of the exam. Examinations will take place Monday through Wednesday. Students' will place their names and

G number on each page of the exam. Any student with a disability verified by GSU shall be provided with reasonable accommodation based on the nature of the disability. The Graduate Program Coordinator is responsible for facilitating the accommodation (e.g., allowing a longer period of time to take the exam, allowing the exam to be taken over a two-day period, or allowing a physically disabled student to take the exam at an alternate location). Any exceptions to the standard procedures will be made on a case-by-case basis by the Graduate Program Coordinator. Students are not allowed to keep copies of their examination or answers to examination questions.

In the event faculty need clarity on a student's answer(s), an oral examination will be given. The student will be informed by the Graduate Coordinator of the date and time of the oral examination. This examination will only cover information for which the student was previously tested on. If the student is viewed by the faculty as not being able to establish clarity, he or she will fail the exam and will be dismissed from the program and ineligible to graduate.

Under no circumstances will students be allowed to bring cell phones, smartwatches, or Ipads into the auditorium/room during testing. Students who are caught cheating on the examination will be dismissed from the program.

### **Preparation:**

Generally, each student should plan to begin studying for their comprehensive exam no later than the semester before they plan to take it. The focus of preparation should be practicing the integration of knowledge learned in the core courses and the application of that knowledge to criminal justice issues, problems and policies. Sample questions/study guide shall be made available to students; however, students should not take for granted that the sample questions will be the actual test questions. It is always wise to remember the source for which you have obtained your answers and to be as detailed as possible when addressing questions. Remember, the comprehensive examination is an essay and your answers should be in essay format; no listing.

### **Grading:**

Each answer will be read and evaluated by three members of the graduate faculty of the Department of Criminal Justice. Using a rubric as a guide, each reader will assign one of the following grades: Pass or Fail. Students must receive a grade of "Pass" on all questions to pass the exam. In the event that the two graders assign different grades, a third graduate faculty will evaluate the answer and assign a grade. Absent extenuating circumstances, grading of the exam will be completed no more than 15 days after administration and grades will be submitted to the Graduate School by the posted deadline.

### **Appeals:**

If a student believes that a grade of Fail received on any question is unwarranted, they can appeal the grade by submitting an application to appeal the decision to the Graduate Coordinator and the Department Head. Failure and Retaking Students who fail a question must retake a question in the area failed. They will not answer the same question(s) on the retake, but will answer a

question in the same area. For example, if they failed a theories question, they must retake a theories question, different from the one failed. Students have one opportunity to retake the question(s) through an oral format (Date to be scheduled by the Graduate Coordinator). If they fail a question a second time, they will have failed the exam and will be dismissed from the program and are ineligible to graduate. The exam cannot be retaken in the same semester as the original administration.

**THESIS OPTION OF STUDY:** (see Appendix C for Thesis Option Plan of Study)

A minimum of 36 credit hours is required of students pursuing the thesis option of study. Thesis students are also required to perform satisfactorily during an Oral Defense of the thesis. The general design of the Plan of Study for students pursuing the thesis program is indicated below:

<b>Core Courses =12 plus the 24 hours below =36</b>		
<b>CJ 596</b>	Proposal Research & Writing	3
<b>CJ 598</b>	Thesis Research I	3
<b>CJ 599</b>	Thesis Research II	3
Approved Criminal Justice Electives		9
Approved Electives		6
<b>Total:</b>		<b>36</b>

It is strongly suggested that when possible, students take all core courses in sequence.

### **PROCEDURE FOR THESIS SUBMISSION**

1. Select an advisor who shares your interest and ask him/her to direct your research.
2. Get the advisor's permission slip signed.
3. Select a committee and get committee members to sign advisor documents. After weeks of research, meet with advisor to discuss the thesis proposal.
4. Submit thesis proposal.
5. After proposal is approved by adviser, committee approval is sought.
6. Committee approves of proposal. Complete and submit approval form and proposal to the graduate school, the Department, and other entities. Make sure that your advisor has consulted the Institutional Review Board and that you have followed the correct protocol if your thesis research involves human subjects.
7. Chapters are submitted to advisor as they are completed (one at a time).
8. After the initial rough draft copy is approved by the advisor the thesis is submitted to committee for changes and for approval. Committee members submit changes to the advisor.

9. Student makes suggested changes and submits them to the advisor.
10. A final rough draft copy is submitted once the changes are completed to the satisfaction of the advisor and the committee. A defense date is established.
11. Student defends thesis. The completion of a thesis is one of the last things that you will do in graduate school. A thesis is generally a large paper that you write based on a topic relating to your field of study. Once you finish your thesis, you may attend a thesis defense meeting. This usually consists of you and two or more professors working in your program.  
It may also include professionals from other nearby colleges or those currently working in the field. They will look at your research and ask you a series of questions about your paper or project. You must fully answer those questions and demonstrate what you learned while completing your work. You must finish defending your thesis before leaving with your degree.
12. Upon successful defense and the completion of additions and corrections, if any, suggested during the defense, the final document is submitted to the committee.
13. When the final copy is approved by the advisor and committee, the student follows the graduate school guidelines for submission to the University.

## **GRADUATION REQUIREMENTS**

1. A 3.0 or better overall grade point average in all work pursued as a graduate student and grades of "A" or "B" in each of the four required core courses.
2. Admission to Candidacy.
3. Successful completion of the written comprehensive examinations (except students pursuing the Thesis Option). The examination is three parts and all parts must be taken the semester prior to graduation or the semester of graduation. ***The student must pass all three parts of the examination to complete the degree requirements.***
4. Successful completion of the thesis and oral defense of the thesis (except students pursuing the Non-Thesis Option).
5. Evidence of having taken the Graduate Record Examination (GRE).
6. The Application for Graduation, your completed Plan of Study and Evidence of Advisement Form must be submitted to the administrative assistant, Ms. Wanda Jacobs – Room 221 Jacob T. Stewart – 318-274-3185, the first week of the semester that you plan to graduate. The Plan of Study and Evidence of Advisement Form must be completed and signed by you and your advisor.

## Criminal Justice Graduate Course Descriptions

### **CJ 500 3 hours**

**Overview of the Criminal Justice System** Surveys the criminal and juvenile justice systems with an emphasis on the nature and sources of justice and the social control mechanism. Included is an analysis of the functions, operation, and administration of the justice systems. This course is recommended for students without adequate undergraduate academic preparation in Criminal Justice.

### **CJ 501 3 hours**

**Criminal Law and Procedure** Provides an in-depth examination of the general principles of criminal law and procedures. This course focuses on study of the sources, uses, and limitations of criminal liability and criminal defenses; statutory and common law crimes, crimes against property and person, —victimless crimes, and —administrative crimes. There is also detailed analysis of criminal law processes from arrest through conviction and appeal. This course is recommended for students without adequate undergraduate preparation in Criminal Justice.

### **CJ 502 3 hours**

**Writing Seminar for Criminal Justice** Introduces the student to basic writing skills which are necessary in the Criminal Justice agency workplace or graduate level work. The focus of this course is on textual analysis which involves examining a source or variety of sources to analyze the main points and offer a critique of the arguments presented in an article or book. These changes have been approved by the curriculum committee.

### **CJ 505 3 hours**

**Theories of Crime and Delinquency** Provides an intensive overview of the major theories of crime and delinquency. Sociological, psychological, and biological theories from the 18th century to present day are studied. Classical and neo-classical, social disorganization, social strain, labeling, control, and conflict theories are particularly emphasized. CJ 505 is required of all students

### **CJ 506 3 hours**

**Seminar in Deviant Behavior** Consists of the analysis of the theoretical and empirical bases of deviant behavior, the relationship between deviance and crime, and the importance of deviant behavior for general sociological theory. A critique of the social generation of deviant situations is presented. Also, the political context of deviant identities in contemporary society is explored.

### **CJ 510 3 hours**

**Comparative Criminology and Criminal Justice Systems** Surveys contemporary etiological and epidemiological studies of crime and criminal behavior in Europe, Asia, and South America. The justice systems of these countries are studied and compared to that of the United States.



### **CJ 511 3 hours**

**International Terrorism** Looks at the organizational and functional components of terrorism on the global scale. It analyzes the causes of international and domestic terrorism and the dynamics of select target strategies. Measures to counteract terrorist activities at the national and international levels are also studied.

### **CJ 512 3 hours**

**Victimology** Studies the victims of crime. It includes an analysis of the dimensions, sources, and impact and implications of victimization, victim advocacy, and the relationship between the victim and agencies in the criminal justice system. Victim advocacy programs are also discussed.

### **CJ 513 3 hours**

**Women in the Justice System** Examines the roles played by women in different aspects of the criminal justice system. The roles women practitioners in the criminal justice system are examined along with the interpersonal and structural dynamics involved in their work. Women as criminals and prison inmates are studied in depth. Also considered are the unique aspects of being a female crime victim.

### **CJ 515 3 hours**

**The Constitution and the Justice Process** Provides an intensive study of the historical development and current status of constitutional doctrine in relation to the administration of justice. It utilizes the opinions of the U.S. Supreme Court as the basis for analyzing equal protection under the law, police practices, and the fundamental rights guaranteed in the Bill of Rights. Both federal and state constitutional laws as they relate to the criminal justice system are studied.

### **CJ 516 3 hours**

**Sociology of Law** Analyzes the role of law in society. It examines the social construction of the law and its social interpretation. Also explored is the administration of the law and how it can serve as a vehicle for social change.

### **CJ 518 3 hours**

**Ethics in Justice** Examines ethical quandaries and moral dilemmas that face criminal justice functionaries. Included is a critical examination of the philosophy underlying the U.S. criminal justice system that ostensibly guarantees impartial, equal, and fair treatment under the law for all citizens.

### **CJ 519 3 hours**

**Special Topics in Justice** Offers specialized topics which deal the in-depth study of specific aspects of justice systems and the etiology of crime and delinquency which are not covered in other courses. Topics may include victimless crimes, violent crimes, crime and mental illness, and so forth. This course may be repeated with change in content.

### **CJ 520 3 hours**

**Police Management and Policy** Studies police management styles with their operational correlates. The framing of policy guidelines, policy analysis, the implications of policy on management, and the choices of policy alternatives are examined. Principles and theories of management with emphasis on police environment and organizational behavior are included.

### **CJ 521 3 hours**

#### **Seminar in Crime Prevention and Control**

Examines the roles played by public and private law enforcement and security officials, the community, and community agencies in deterring and controlling crime and delinquency. It consists of an analysis of the coordinating efforts between the community, its agencies, and the justice system. Theories of crime prevention and control are also analyzed.

### **CJ 522 3 hours**

**Seminar in Police Practices and Problems** Studies the functional and organizational dilemmas of law enforcement and the roles and interaction of police and community. The police subculture and public policy implications of police practices are also studied. The seminar also includes an analysis of police organization, management and operation, issues of contemporary law enforcement and problems with minorities.

### **CJ 526 3 hours**

**Security Systems and Administration** Studies the organization and management of security units in industry, businesses, governments, institutions, and so forth. It examines the protection of manpower, facilities, and other assets. Administrative, legal and technical problems and issues in professional security management are also analyzed, as are the topics of loss prevention, government internal security controls, employee dishonesty, and shoplifting. issues of contemporary law enforcement and problems with minorities.

### **CJ 541 3 hours**

**Seminar in Penology** Provides an overview of the historical development of the penal system in America. Justifications for the theories of punishment are examined in detail. Also scrutinized is the effectiveness of alternative penalties with an emphasis on the dilemma of punishment versus rehabilitation and the ensuing major institutional treatment programs and strategies that have survived the current decline of rehabilitation as a primary justification for incarceration. The class concludes with the analysis of various recommendations for penal reform.

### **CJ 544 3 hours**

**Community Corrections** Studies of the process of rehabilitating adult and juvenile offenders while they remain in the community subject to supervision by correctional or court personnel. This course includes the study of probation, parole, halfway houses, day treatment centers, and privately-run programs. issues of contemporary law enforcement and problems with minorities.

**CJ 546 3 hours**

**Prison Subcultures** Provides an intensive overview of the prison social system and the three major theoretical models used to explain inmate subcultures. Both men's and women's prisoners are studied. The subculture of prison guards and administrators is examined along with the interactions between prison staff and inmates. problems with minorities.

**CJ 550 3 hours**

**Crime, Drugs, and Public Policy** Reviews the history of drug abuse in America: sociological, psychological, and medical aspects of drug use and abuse with implications for prevention, treatment, and rehabilitation; the relationship between drug abuse and crime the national strategies to deal with drug abuse are also studied.

**CJ 551 3 hours**

**Criminal Behavior Systems** Consists of an analysis and critique of various systems of criminal behavior. Topics include traditional property crime, murder and assault, forcible rape, public order crime, political crime, professional theft, and gang delinquency. The socio-cultural definition of each and the creation of legal categories are emphasized.

**CJ 555 3 hours**

**Justice Planning, Evaluation and Administration** Explores the theory and practice of justice system planning, administration, and evaluation. Topics included are the planned change, the planning process, and change theory, and strategies. Reforms in civil and criminal justice and the formulation of system-wide needs and objectives; including the design and program evaluation are examined.

**CJ 560 3 hours**

**Juvenile Corrections** Survey of the various methods used in the U.S. to rehabilitate juvenile offenders and the various institutions and agencies which administer them. Included are the topics of juvenile probation, detention, institutionalization, and aftercare.

**CJ 561 3 hours**

**Juvenile Justice and Family Law** Offers a comprehensive, in-depth study of the various elements of the juvenile justice system with emphasis on the philosophy and procedures of the juvenile. Also, examined are the legal rights of children within the family unit and constitutional issues of freedom of religion and speech. Using major legal decisions, the class examines juvenile law and family law as it impacts juveniles.

**CJ 565 3 hours**

**Juvenile Delinquency and Mass Culture** Examines the influence of pop and mass culture on juveniles in general and the roles they play as contributing factors in the etiology of delinquent behavior. The impact of music, television, movies on juveniles is the major focus of the course. Collective behavior, such as fads, may also be examined as they relate to juvenile misconduct.

**CJ 566 3 hours**

**Juvenile Sex Offenders and Victims** Provides an in-depth examination of juveniles who commit sex offenses and of juveniles who are the victims of sex related crime. Topical areas include rape, molestation, exhibitionism, incest, pornography, and prostitution.

**CJ 581 3 hours**

**Methods of Justice Research I** Introduces the logic of scientific inquiry and the major research methodologies including evaluation research application to the justice field. Study will study the major research designs, probability and nonprobability sampling techniques, instrument construction, data collection, hypothesis testing, and elementary descriptive and inferential statistics. This course is required of all students. This course is offered in the fall semester.

**CJ 582 3 hours**

**Methods of Justice Research II** A continuation of CJ 581. The emphasis in this course is upon learning the principles of social science research by conducting a semester-long research project. The course consists of the in-depth study of the problems of data collection, analysis, and presentation, and an introduction to the use of computers and multivariate statistical analysis. Prerequisite: CJ 581. This course is required of all students. This course is offered in the spring semester.

**CJ 590 3 hours**

**Practicum in Justice I** Offers a planned, supervised internship/program of research, observation, study and work in selected justice agencies. It is designed to provide the student with work experience in the field and an opportunity to synthesize theory and practice.

**CJ 591 3 hours**

**Practicum in Justice II** Offers a continuation of CJ 590; may be taken concurrently with permission of the department. Prerequisite: CJ 590.

**CJ 595 3 hours**

**Independent Reading and Research** Consists of an individualized, scholarly reading and/or research project designed to extend the breadth and depth of coursework to achieve mastery in the specific area of interest. The course consists of one-on-one relationship between the student and a faculty member. Student must have permission of the department.

**CJ 596 3 hours**

**Proposal Research and Writing** Provides a one-on-one study of the student and the student's committee chair to write the formal proposal for the student's tentatively-approved thesis. A formal, written proposal to undertake the thesis is the end-product of this course. Enrollment is required of, and limited to, students pursuing the Thesis Option of Study.

**CJ 598 3 hours**

**Directed Thesis Research I** Constitutes an introduction to scholarly research/ writing. It culminates with a first draft of the students' thesis. Enrollment is required of, and limited to, students pursuing the thesis option of Study. Prerequisite: CJ 596.

**CJ 599 3 hours**

**Directed Thesis Research II** A continuation of CJ 598. It culminates in a committee-approved thesis and satisfactory performance during an oral defense of the thesis. CJ 599 may be taken currently with CJ 598 with permission from the department head. Enrollment is required of, and limited to, students pursuing the thesis option of study. Prerequisite: CJ 598.

## **APPENDICIES**

- A. Advisement Form**
- B. Add/Drop Form**
- C. Non-Thesis Plan of Study**
- D. Thesis Plan of Study**
- E. Request Form for Excessive Hours**
- F. Comprehensive Examination Form**
- G. Comprehensive Exam Study Guide**
- H. Graduation Procedures & Form**