



DEPARTMENT OF
HIGHER EDUCATION &
WORKFORCE DEVELOPMENT

New Program Report

Date Submitted:

03/31/2021

Institution

Missouri Western State University

Site Information

Implementation Date:

8/1/2021 12:00:00 AM

Added Site(s):

Selected Site(s):

Missouri Western State University, 4525 Downs Drive, St. Joseph, MO, 64507

CIP Information

CIP Code:

430104

CIP Description:

A program that focuses on the criminal justice system, its organizational components and processes, and its legal and public policy contexts. Includes instruction in criminal law and policy, police and correctional systems organization, the administration of justice and the judiciary, and public attitudes regarding criminal justice issues.

CIP Program Title:

Criminal Justice/Safety Studies

Institution Program Title:

Criminal Justice

Degree Level/Type

Degree Level:

Bachelor's Degree

Degree Type:

Bachelor of Science

Options Added:

Collaborative Program:

N

Mode of Delivery

Current Mode of Delivery

Classroom

Student Preparation

Special Admissions Procedure or Student Qualifications required:

No special preparation required.



DEPARTMENT OF
HIGHER EDUCATION &
WORKFORCE DEVELOPMENT

New Program Report

Specific Population Characteristics to be served:

n/a

Faculty Characteristics

Special Requirements for Assignment of Teaching for this Degree/Certificate:

None

Estimate Percentage of Credit Hours that will be assigned to full time faculty:

Approximately 70% of the required degree courses are regularly taught by full-time faculty.

Expectations for professional activities, special student contact, teaching/learning innovation:

None

Student Enrollment Projections Year One-Five

Year 1	Full Time: 210	Part Time: 12	
Year 2	Full Time: 207	Part Time: 12	
Year 3	Full Time: 205	Part Time: 11	Number of Graduates: 43
Year 4	Full Time: 202	Part Time: 11	
Year 5	Full Time: 200	Part Time: 10	Number of Graduates: 42

Percentage Statement:

n/a

Program Accreditation

Institutional Plans for Accreditation:

Does not apply.

Program Structure

Total Credits:

120

Residency Requirements:

n/a

General Education Total Credits:

42

Major Requirements Total Credits:

60

Course(s) Added

COURSE NUMBER	CREDITS	COURSE TITLE
CRJ 460	3	Criminal Justice Administration and Leadership

Free Elective Credits:

18



DEPARTMENT OF
HIGHER EDUCATION &
WORKFORCE DEVELOPMENT

New Program Report

Internship or other Capstone Experience:

Internship (CRJ 465) and Senior Seminar (CRJ 470)

Assurances

I certify that the program is clearly within the institution's CBHE-approved mission. The proposed new program must be consistent with the institutional mission, as well as the principal planning priorities of the public institution, as set forth in the public institution's approved plan or plan update.

I certify that the program will be offered within the proposing institution's main campus, CBHE-approved service region or CBHE-approved off-site location.

I certify that the program will not unnecessarily duplicate an existing program within the geographically applicable area.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the program can be launched with minimal expense and falls within the institution's current operating budget.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

Contact Information

First and Last Name: YEN TO

Email: yto@missouriwestern.edu

Phone: 816-271-4548



TO BE COMPLETED BY PUBLIC INSTITUTIONS ONLY:

As additional state funding for new programs will not be available in the immediate future so information about program finances must be very clear. Within this context, please complete the following financial projections table and questions below. The boxes are fillable. When you have completed this form, please save, and upload.

FINANCIAL PROJECTIONS

	Year 1	Year 2	Year 3	Year 4	Year 5
1. Expenditures					
A. One-time:					
New/renovated space	0				
Equipment					
Library					
Consultants					
Institutional Overhead					
Other					
anticipated					
Total for One-time Expenditures					
B. Recurring:					
Faculty					
Staff					
Benefits					
Equipment					
Library					
Institutional Overhead					
Other					
Total for Recurring Expenditures					
TOTAL (A + B)					
2. Revenues					
*State Aid - CBHE					
*State Aid - DESE					
Tuition/Fees					
Institutional/Resources					
Other					

www.dhe.mo.gov • info@dhe.mo.gov

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



Please provide response to the statements below.

1. What are the specific sources of funds to support the new proposed program?

It is a minor revision of an existing program, so no new sources of funds are needed. This program is a redesign of an existing program and is the product of faculty's effort to better streamline and define course offerings. It will utilize current faculty and resources and will not require additional expenditures beyond what is already allocated for the existing program.

2. If the new program is being funded through the "core institutional budget," what amount of funds will be reallocated and from which areas?

This is not a new proposed program. It is a minor revision of an existing program, so no reallocation of funds is needed.

3. Are there any programs that will be deleted as a result of implementing this new program?

The Corrections, Juvenile Justice, and Administration Concentrations are scheduled to be phased out as soon as the current students in those programs have completed them (<3 years). The Law Enforcement Concentration is being changed to this General Concentration.

4. If the program will be supported by external funds, have the funding agency, the amount of funds, and whether they are one-time or ongoing funding been identified?

This is not a new proposed program. It is a minor revision of an existing program, so no external sources of funds are needed.

5. In those circumstances for which one-time or limited duration funds are an integral component of the financing arrangements for the new program, please define a transition plan for the period when the one-time or limited duration funds cease to be available.

This is not a new proposed program. It is a minor revision of an existing program, so no limited duration sources of funds are needed.

Missouri Western State University

Major Declaration Form

Student Name _____

Address _____ Street _____

Address _____ City _____ State _____ ZIP _____

Telephone _____ G# _____

Advisor _____ Department _____

SIGNATURES REQUIRED:

Student _____ Date _____

Advisor _____ Date _____

Chairperson _____ Date _____

Registrar _____ Date _____

Degree:	B.S. – Criminal Justice
Major:	Criminal Justice
Concentration:	<u>Law Enforcement General</u>
Catalog Year: 2020-2021	Expires: 2026-2027

Formatted: Highlight

DEGREE REQUIREMENTS

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper division courses. Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional course work (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.
- Successfully pass the Missouri Higher Education Civics Achievement exam.

GENERAL STUDIES REQUIREMENTS

General Education focuses on a broad range of courses that help students acquire academic skills and knowledge necessary for understanding, communicating and performing in a diverse and complex world. Bachelor degrees require a general studies curriculum with a minimum of 42 credit hours. Specific course options can be found through the student's GPS record in Goldlink or at missouriwestern.edu/registrar/gened.

MAJOR REQUIREMENTS (64-63 Credits)			Choice of second major, minor, approved certificate OR restricted electives (check one):
CORE		Credit	Grade
LAT 101	Introduction to Law	3	
LAT 335	Interpersonal Conflict Resolution	3	
LAWCRJ 100	Introduction to Criminal Justice	3	
LAWCRJ 110	Introduction to Juvenile Justice	3	
LAWCRJ 180	Criminal Investigation	3	
LAWCRJ 260	Criminal Law	3	
LAWCRJ 305	Introduction to Theories of Crime	3	
LAWCRJ 325	Understanding Research in Criminal Justice	3	
LAWCRJ 410	Criminal Procedure	3	
TOTAL CORE		27	
Plus following required APPLIED LEARNING track (6 credit hours total):			
LAW 385	Practicum I	OR	
LAWCRJ 465	Internship	3	
LAWCRJ 470	Senior Seminar	3	
OR			
LAW 405	Research Methods	3	
LAW 420	Quantitative Analysis in Criminal Justice	3	
TOTAL APPLIED LEARNING		6	
TOTAL CORE + APPLIED LEARNING TRACK		33	
LAW ENFORCEMENT GENERAL CONCENTRATION			

Choice of second major, minor, approved certificate OR restricted electives (check one):
<input type="radio"/> Second Major, Minor or Certificate
<input type="radio"/> Restricted Electives - Choose 12-16 credit hours of any other LAT, LAW-CRJ or POL undergraduate classes not already used as a core or concentration class or choose from the following:
LAW 500-599 (3)*, PSY 230 (3)*, PSY 309 (3)*,
SOC 430 (3)*, SWK 280 (3), SWK 325 (3)*, SWK 345 (3)*, SWK 365 (3)
TOTAL 12-16

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

*Indicates a prerequisite for the course.

**Students desiring to take 500-level courses to satisfy the criminalistics elective must meet the criteria required for undergraduates to enroll in graduate level courses.

No more than 2 courses with a final grade of D in C.JLS core, concentration, and restricted electives

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

Formatted: Highlight

All students should seek the advice of an MWSU advisor. The student is responsible for knowing the regulations and policies in the current University Catalog and Student Handbook and for meeting the requirements for a degree or certificate.

Missouri Western State University

Major Declaration Form

Student Name _____

Address _____

Street

Address _____

City

State

ZIP

Telephone _____ G# _____

Advisor _____ Department _____

SIGNATURES REQUIRED:

Student _____ Date _____

Advisor _____ Date _____

Chairperson _____ Date _____

Registrar _____ Date _____

Degree:	B.S. – Criminal Justice
Major:	Criminal Justice
Concentration:	Law Enforcement
Catalog Year: 2020-2021	Expires: 2026-2027

DEGREE REQUIREMENTS

- Earn a minimum of 120 credit hours (100 level and higher, maximum of 6 CED credit hours applicable).
- Earn a minimum of 30 credit hours in upper division courses. Lower division transfer courses accepted as meeting upper division departmental course requirements cannot be used to fulfill this requirement.
- Earn 30 of the last 45 credit hours at MWSU in institutional course work (exclusive of credit by examination).
- Participate in required departmental and campus wide assessments.
- Earn an overall GPA of at least 2.0 and a major GPA of at least 2.0.
- Fulfill the Missouri Constitution requirement.
- Successfully pass the Missouri Higher Education Civics Achievement exam.

GENERAL STUDIES REQUIREMENTS

General Education focuses on a broad range of courses that help students acquire academic skills and knowledge necessary for understanding, communicating and performing in a diverse and complex world. Bachelor degrees require a general studies curriculum with a minimum of 42 credit hours. Specific course options can be found through the student's GPS record in Goldlink or at missouriwestern.edu/registrar/gened.

MAJOR REQUIREMENTS			(64 Credits)	
CORE		Credit	Grade	
LAT 101	Introduction to Law	3		
LAT 335	Interpersonal Conflict Resolution	3		
LAW 100	Introduction to Criminal Justice	3		
LAW 110	Introduction to Juvenile Justice	3		
*LAW 190	Criminal Investigation	3		
*LAW 260	Criminal Law	3		
*LAW 305	Introduction to Theories of Crime	3		
*LAW 325	Understanding Research in Criminal Justice	3		
*LAW 410	Criminal Procedure	3		
TOTAL CORE		27		
Plus following required APPLIED LEARNING track (6 credit hours total):				
*LAW 365	Practicum I	OR		
*LAW 465	Internship	3		
*LAW 470	Senior Seminar	3		
OR				
*LAW 405	Research Methods	3		
*LAW 420	Quantitative Analysis in Criminal Justice	3		
TOTAL APPLIED LEARNING		6		
TOTAL CORE + APPLIED LEARNING TRACK		33		
LAW ENFORCEMENT CONCENTRATION				
LAW 130	Introduction to Policing	3		
LAW 140	Traffic Control and Accident Investigation	3		
*LAW 275	Police Photography	3		
*LAW 280	Criminalistics	4		
*LAW 300	Criminal Justice Communications	3		
*LAW 460	Administration and Planning	3		
TOTAL CONCENTRATION		19		

Choice of second major, minor, approved certificate OR restricted electives (check one):			
<input type="checkbox"/> Second Major, Minor or Certificate			
<input type="checkbox"/> Restricted Electives - Choose 12 credit hours of any other LAT, LAW or POL undergraduate classes not already used as a core or concentration class or choose from the following:			
LAW 500-599 (3)*, PSY 230 (3)*, PSY 309 (3)*, SOC 430 (3)*, SWK 280 (3), SWK 325 (3)*, SWK 345 (3)*, SWK 365 (3)			
TOTAL			12

*Indicates a prerequisite for the course.

**Students desiring to take 500 level courses to satisfy the criminalistics elective must meet the criteria required for undergraduates to enroll in graduate level courses.

No more than 2 courses with a final grade of D in CJLS core, concentration, and restricted electives

All students should seek the advice of an MWSU advisor. The student is responsible for knowing the regulations and policies in the current University Catalog and Student Handbook and for meeting the requirements for a degree or certificate.



- PUBLIC
- INDEPENDENT

NEW PROGRAM PROPOSAL FOR ROUTINE REVIEW

When finished, please save and email to: he.academicprogramactions@dhe.mo.gov

Sponsoring Institution:

Program Title: Criminal Justice

Degree/Certificate:

If other, please list:

Options:

Delivery Site: St. Joseph

CIP Classification: 43.0104

Implementation Date: 8/1/2021

Is this a new off-site location? Yes No

If yes, is the new location within your institution's current CBHE-approved service region?

**If no, public institutions should consult the comprehensive review process*

Is this a collaborative program? Yes No

**If yes, please complete the collaborative programs form on last page.*

Please list similar or comparable programs at Missouri public institutions of higher education.

**For public institutions only*

Criminal Justice BS degree: UMKC, Truman has justice studies, NWMS has Criminology, UCM has CJ, Columbia College has CJ, Joplin Southern MO has CJ, I think Springfield MO State has both now.

CERTIFICATIONS:

- The program is within the institution's CBHE approved mission. *(public only)*
- The program will be offered within the institution's CBHE approved service region. *(public only)*
- The program builds upon existing programs and faculty expertise
- The program does not unnecessarily duplicate an existing program in the geographically-applicable area.
- The program can be launched with minimal expense and falls within the institution's current operating budget. *(public only)*

AUTHORIZATION

--	--	--

Name/Title of Institutional Officer

Signature

Date

PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below.

Quantification of performance goals should be included wherever possible.

1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

No special preparation required.

- Characteristics of a specific population to be served, if applicable.
No special population

2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.
None
- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.
Approximately 70% of the required degree courses are regularly taught by full time faculty.
- Expectations for professional activities, special student contact, teaching/learning innovation.
None

3. Enrollment Projections

- Student FTE majoring in program by the end of five years.
205: based on an expected 200 full time students and 10 part time students with a ratio of 2 part time students counting the same as on full time student in FTE calculations
- Percent of full time and part time enrollment by the end of five years.
95% full time and 5% part time

STUDENT ENROLLMENT PROJECTIONS

YEAR	1	2	3	4	5
Full Time	210	207	205	202	200
Part Time	12	12	11	11	10
Total	222	219	216	213	210

4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.
Projected 43 graduates at three years and 42 graduates at 5 years after implementation
- Special skills specific to the program.

We are the Applied Learning University for the State of Missouri and thus incorporate applied learning in most of our classes and we also require a semester long internship with an external law enforcement agency for most of our students.

- Proportion of students who will achieve licensing, certification, or registration.
N/A
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.
Graduating students in the Criminal Justice program are asked to take a content-based exit exam in the semester that they are planning to graduate. The exam questions come from all of the required core classes that they have taken in Criminal Justice in order to graduate. A majority of these graduating students pass the exit exam with a 70% or better. The last two years have seen 56% and 54% of the graduating students pass the exit exams respectively.
- Placement rates in related fields, in other fields, unemployed.
As per our 2016-2018 Alumni Study (finished last summer: (52.8% return), 68.3% of the alumni reported being employed in the field of CJ or LS. This is up just over 20% from the 2010 alumni study. 25.4% of alumni reporting in the 2019 study reported being employed but not in the field, and 6.3% reported not being employed (2 in grad programs).
- Transfer rates, continuous study.
The Institutional transfer rate for the 2013 to 2019 cohort was 14%. In Criminal Justice, the percentage of students transferring to a different degree program outside of MWSU is much lower with only one or two students per year. As per our 2016-2018 Alumni Study (finished last summer: (52.8% return), 16.4% of all alumni reported participating in a graduate level program. This is down 6.9% from the 2010 alumni study.

5. Program Accreditation

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. If there are no plans to seek specialized accreditation, please provide rationale.
Does not apply

6. Program Structure

- A. Total credits required for graduation: 120
- B. Residency requirements, if any:
There are no residency requirements
- C. General education: Total credits:
42

Courses (specific courses OR distribution area and credits)

Course Number	Credits	Course Title

D. Major requirements: Total credits: 60

Course Number	Credits	Course Title
LAT 101	3	Introduction to Law
CRJ 100	3	Introduction to Criminal Justice
CRJ 110	3	Introduction to Juvenile Justice
CRJ 130	3	Introduction to Policing
CRJ 190	3	Criminal Investigation
CRJ 200	3	Introduction to Corrections
CRJ 260	3	Criminal Law
CRJ 300	3	Criminal Justice Communications
CRJ 305	3	Introduction to Theories of Crime
CRJ 325	3	Understanding Research in Criminal Justice
LAT 335	3	Interpersonal Conflict Resolution
CRJ 410	3	Criminal Procedure
LAT 420	3	Civil Rights Law
CRJ 460	3	Criminal Justice Administration and Leadership
CRJ 465	3	Internship
CRJ 470	3	Senior Seminar
PLUS 12 Credits from the following:		
Any other CRJ, LAT, POL, SWK class not already used or PSY 230, 309, or SOC 430		

E. Free elective credits: 18

(sum of C, D, and E should equal A)

F. Requirements for thesis, internship or other capstone experience:

Internship (CRJ 465) and Senior Seminar (CRJ 470)

G. Any unique features such as interdepartmental cooperation:

Does not apply

7. Need/Demand

Student demand: With the dropping of our low performing concentrations (Administration, Corrections, Juvenile Justice) our students who do not wish to pursue employment in either Law or Law Enforcement desire to have a degree program that they could pursue in Criminal Justice. There are many Criminal Justice employers in the local area that are seeking Criminal Justice graduates who are prepared for employment in the areas of Corrections and Juvenile Justice. The change of the Law Enforcement Concentration to a General Criminal Justice Concentration will assist all of these students take the Criminal Justice classes that will prepare them for careers in Law Enforcement, Corrections, and Juvenile Justice.

Market demand: The projected demand for jobs in either Law Enforcement or overall Police Protection for both the local (100 mile radius) and the state of Missouri for the next year remain stable with very slight reduction that ranges from -0.1 to -0.5.

Societal demand: The projections over a the next 7 years indicate again a stable level with a slight increase of about 1% expected. Most entry level Criminal Justice jobs do not require a Bachelors degree, while attainment of an Associate's degree is more likely to be preferred or in some cases required. However, the attainment of a Bachelor's degree improves promotion opportunities down the road.

I hereby certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful.

On July 1, 2011, the Coordinating Board for Higher Education began provisionally approving all new programs with a subsequent review and consideration for full approval after five years.