Administration of Justice Major at the University of Hawai‘i Hilo

I. Mission Statement and Goals of the Program

The Administration of Justice (AJ) major at the University of Hawai‘i Hilo (UHH) is an interdisciplinary program housed within the Department of Political Science in the College of Arts and Sciences (CAS). The major is designed to prepare students for entry into professions associated with the administration of justice, including, but not limited to, law enforcement, courts, corrections, probation, parole, human services, and graduate study in related fields of justice and governance. With core courses designed to provide both practical and theoretical backgrounds to the field and electives that may be tailored to a student’s specific interests and career goals, the Administration of Justice major covers all aspects of public safety and judicial processes from discussions of deviance to institutional frameworks of order.

This program is not designed to duplicate police academy or equivalent training but rather to supplement such training in occupations pertaining to the social sciences. This baccalaureate level of study is intended to prepare students for mid-level and higher positions in agencies associated with justice and its administration. Frequently required for entrance into federal agencies, baccalaureate degrees are strongly recommended for promotion in state and local agencies. Students are encouraged to double-major in related fields such as Psychology, Sociology, Philosophy, or Political Science and/or to complete certificates in Women’s Studies, Global Engagement, and/or Planning.

2014-2015 Program Learning Outcomes (as stated in the current UH Hilo Catalog)

1. This program is designed to supplement, not duplicate, police academy or equivalent training and related training at the baccalaureate level focused in the areas of law, social services, and conceptual and/or applied interactions between law and social services.

2. By preparing students for mid-level and higher positions in agencies associated with the administration of justice, the program seeks to expand conventional understandings related to the administration of justice from social science-based perspectives.

3. As such, the program is multidisciplinary, with core courses designed to provide a practical and a theoretical background to the field.

4. With a variety of electives that may be tailored to a student’s specific interests and career goals, this program fosters flexibility in order to allow students to complete a complementary double major or certificate program that will broaden their knowledge of the administration of justice at the undergraduate level.

5. This program is intended to prepare students for future study and/or training at the graduate and/or professional level in areas related to the administration of justice.

2014-2015 Student Learning Outcomes (as stated in the current UH Hilo Catalog)

All graduates who have majored in Administration of Justice should:

1. Be able to analyze brief appellate court cases
2. Identify leading U.S. Supreme Court cases on criminal procedure.
3. Be proficient in writing research papers and critical analyses.
4. Explain and utilize professional ethics in their social and legal applications.
5. Articulate leading theories of crime causation.
6. Articulate basic principles of public administration.
7. Develop a sound research design.
8. Be able to correctly identify all phases of the criminal process.
9. Be able to correctly explain where the criminal justice process fits in the American system of government.
10. Articulate the relationship between law enforcement, prosecution, defense, the judicial system, and the corrections system.

II. Executive Summary by Program Coordinator, Dr. Sarah Marusek (Political Science)

Previous Review
In September 2006, the University of Hawai‘i Board of Regents approved a change in status of the Administration of Justice B.A. degree from provisional to established (Appendix A). Using this document in lieu of a formal program review, the current program has maintained its original mission in terms of the program mission, administrative participation in accreditation agreements, and curriculum guidelines (as quoted from the Change in Status Agreement):

Program Mission: The major is designed to be multi-disciplinary and flexible, so that it meets the needs of students planning to enter a broad spectrum of fields under the general heading of ‘administration of justice’. The focus is on liberal arts rather than vocational training.

Administrative Participation in Accreditation Agreements: The Bachelor of Arts Degree in Administration of Justice started at UH Hilo in 1991 as a Liberal Studies option, designed as the second part of a 2 + 2 program involving Hawai‘i Community College and the University of Hawai‘i at Hilo. Students who received an AJ degree from HAWCC may transfer to UH Hilo as ADJ majors and earn a B.A. in Liberal Studies with an option in Administration of Justice.

Curriculum Guidelines: The requirements for the Bachelors of Arts in Administration of Justice may be summarized as follows:
- three upper division courses in Political Science
- one upper division course in Philosophy
- one writing-intensive course in English (changed in 2011 to POLS 220 “Introduction to Legal Systems”)
- an introductory course in Administration of Justice (normally taken at a community college)
- six elective courses from a variety of disciplines including: Anthropology, Administration of Justice (offered at community colleges), Communications, Health and Physical Education, Management, Philosophy, Psychology, and Sociology

Overview of the Program
From Fall 2006 through Spring 2008, Dr. Rick Castberg (Public Law, Political Science Department, UH Hilo) directed the AJ program. From Fall 2009 to Spring 2014, Dr. Sarah
Marusek (Public Law, Political Science Department, UH Hilo) directed the program. In Fall 2010, the AJ program merged with the Political Science Department in order to address Dean Randy Hirokawa’s concern (see below statement), as expressed in an April 27, 2010 letter regarding the proposed merger (Appendix B):

“I fully understand that the AJ program is a multi-disciplinary program whose courses cut across several departments and two division of the CAS. At the same time, it is dangerous to have free-standing (non-departmental) degree programs because of their vulnerability to faculty attrition and departmental non-cooperation – a problem that we have observed in other free-standing programs.”

Since Fall 2010, the AJ major has been housed within the Department of Political Science as an interdisciplinary program. As of Spring 2014, the Administration of Justice (AJ) program was the largest interdisciplinary major at UH Hilo: Environmental Studies (40 majors), Environmental Science (46 majors), Japanese Studies (49 majors), and Natural Science (19 majors) (Source: UH Star Data Metrix, Spring 2014). However, the number of POLS majors has decreased from 122 majors in Spring 2006 to 61 majors in Spring 2014 (Source: UH Star Data Metrix, Spring 2014). The chart below shows the growth of AJ majors from 2005-2013, as provided by the UHH Institutional Research Office:

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The AJ program is a model of intercampus collaboration and interdisciplinary success; yet because it is an interdisciplinary program, the AJ major has no budget, no full-time faculty, and no official UH Hilo-designated AJ course alphas (with the exception of AJ 101 which is actually taught at Hawai‘i Community College (HAWCC) by HAWCC faculty with a fixed number of seats (5) reserved for UH Hilo students in each section in the fall and spring semesters) (Appendix C). While this is an optimal model for interdisciplinary cooperation because it is innovative and draws upon the rich body of resources at UHH and HCC, the AJ major is complicated by funding relationships (as our meeting this past spring showed) and lacks course alphas, budgetary allocation, and contributing faculty lines. As a result, AJ majors are essentially invisible (per the aforementioned measurements) despite their growing presence in one of the larger majors on campus.

Beginning Fall 2014, Dr. Katherine Young (Political Theory, Political Science Department, UH Hilo) will begin a three-year term as AJ Coordinator. At this time, Dr. Marusek will become the Political Science Department Chair, a position that oversees and is ultimately responsible for the AJ major.

*Students in the Program*

Many AJ majors have transferred to UH Hilo with community college-level coursework or Associates Degrees. According to the UH Hilo Office of Institutional Research, the top two community colleges that AJ majors transfer from are Hawaii Community College and American Samoa Community College (Appendix D). Additionally, the top three declared ethnicities of AJ
majors are Native Hawaiian or Part-Hawaiian (first), Samoan (second), and Caucasian or White (third) (Appendix E). Approximately 10% of AJ majors double-major (15 out of 127 majors in Spring 2013) (Appendix F and UH Star Data Metrix). The majority of AJ majors are defined as “continuing students” (meaning that these students did not have breaks in their enrollment), transfer students, or first-time students (Appendix G). From Fall 2006-Fall 2013, the steady incline of “continuing students” provides an indicator of student retention.

III. Program Organization

Transfer Students
Those students entering the program with an A.A. degree from a community college accredited by a U.S. regional accreditation agency will not be required to take General Education courses and will be given elective credit for selected courses in Administration of Justice that are transferred. Those students entering with an A.S. degree from a community college accredited by a U.S. regional accreditation agency will have their relevant coursework individually assessed.

Major Requirements and Program Modification (2011)
In Fall 2011, the 2006-2011 Program Requirements (Appendix H1) were modified by Dr. Marusek as Program Requirements in effect since 2011-2012 (Appendix H2). The reasoning for this program modification was to expand the elective course offerings (which prior to the modification were manually substituted on a case-by-case basis) and to ensure students received a foundational course in public law (per replacement of ENG 209 with POLS 220).
Additionally, with the departure of Drs. Larry Heinz and Barry Curtis in the Philosophy Department and arrival of Dr. Marusek in the Political Science department, the legal philosophy course requirement was expanded to include the options of POLS/WS 327 “Law and Identity” and POLS/GEOG 325 “Legal Geography.” Lastly, due to limitations of the Banner system (UH degree auditing system) and to ensure that majors completed UH Hilo’s upper division requirement of 300-400 level courses concentrated within a student’s major, a restriction of one community college AJ or SUBS elective course was added. The 2011-2012 Program Requirements have been in effect ever since (Appendix H2). The major’s current Four Year Map can be found in Appendix H3.

Relationship with Hawai‘i Community College (HAWCC)
The AJ program at UH Hilo is in partnership with the AJ program at HAWCC. From Fall 2006 to Fall 2010, a funding agreement between the two campuses allowed UH Hilo students to enroll in AJ courses at HAWCC with tuition costs to HAWCC reimbursed by UH Hilo (Appendices I and J). However, in March 2011, that funding agreement was restricted to one course only, AJ 101, for a period of three years (Appendix K). A meeting between the two campuses (including AJ-related faculty and relevant administrators) was held to discuss the possibility of returning to the pre-March 2011 funding agreement. The outcome of this meeting was to continue the 2011-2014 funding agreement for a period of one more year after which the results of the 2014-2015 AJ Program Review would clarify new directions for the bi-campus relationship (Appendix K1).

IV. Evidence of Program Quality
2014-2015 Program Learning Objectives (as listed on page 1) in Alignment with GE Core Competencies

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<th>GE Core Competency: Critical Thinking</th>
<th>GE Core Competency: Information Literacy</th>
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Core Course Requirements and GE Equivalency

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Assessment of GE Core Competency: Written Communication

POLS/GEOG 325 WI “Legal Geography” (Dr. Sarah Marusek (POLS), Fall 2013) was assessed externally by the UHH Assessment Committee under the direction of Dr. Seri Luangphinith (Professor, English Department, Humanities Division Chair, and UH Hilo/WASC Accreditation Liaison Officer) according to the Rubric for Written Communication (Appendix L). The assessed assignment was a research paper in which students critically analyzed a locally researched place of legal geography in order to engage with how that place was a site of legal geography. This 3800 word assignment also included a theoretical foundation of 11 supporting academic sources. As described on the Assessment Committee’s Report (Appendix M), the data for assessment included 21 papers. A majority of these papers (13 or approximately 60%) scored below or near “emerging” (a score of 2 on the Rubric for Written Communication). As stated, “the readers noted that the papers showed the most weakness with grammar and syntax” and that “papers exhibited mistakes not normally seen with native speakers of English (i.e. irregular pronoun usage, awkward particle and preposition usage, awkward plural/singular shifts, irregular tense shifts, lack of parallel construction in sentences, etc.).” Additionally, the readers noted “that a substantial number of students referred to themselves as non-native speakers.”

Strategies to ‘Close the Loop’
While the assignment was applauded by the readers for its rigor and quality, the findings from the assessment data suggest the following strategies for improving rubric-based outcomes and to “close the loop” using assessment data results.

Since Fall 2011, the highest reporting ethnicity in the major was Native Hawaiʻi or Part-Hawaiian, with the second highest being Samoan. According to Dr. Denise Uehara, in her May 2, 2014 research presentation “Pacific Islander Students Navigating Success at UH Hilo”, six percent of the entire UHH student population is Pacific Islander. She further notes that the majority of these students transfer from community college and have the greatest interest in majoring in Government (AJ/POLS) and the ocean (Marine Science). One strategy to improve the written communication skills of AJ majors is to set up a series of workshop with Kilohana Academic Success Center, the Pacific Island Student Center (PISC), and Kipuka Native Hawaiian Student Center in order to address the committee’s suggestion to “solicit help of tutoring services” and to “increase peer review with drafting and revision strategies.” These workshops could focus on reading strategies and writing/research techniques that would assist students with classroom assignments.

With many AJ students self-referring as non-native speakers of English, the AJ major can address the written communication skills of its students by requesting the TESOL Program to assist with writing difficulties. One possible way to do this is through increased TESOL involvement to help with student retention as well as writing and language-based tutoring resources available to ESL learners and first-time university students. As suggested by the assessment committee, the AJ major should “request TESOL involvement to assist with writing difficulties” This could also be achieved through the ELI (English Language Initiative at UH Hilo), which is presently under faculty and administrative development. Dr. Sarah Marusek has volunteered her course, POLS 220, for this opportunity.

Related to the above concerns is the need to more fully reach out to students transferring from HAWCC and ASCC to facilitate adequate preparation for success at UH Hilo. As the Coordinator, Dr. Marusek routinely participated in transfer advising opportunities with Kilohana Academic Student Success Center in conjunction with Hawaiʻi Community College (and recently with Leeward Community College) to help these students; these efforts seem to be much appreciated.

V. Future Goals and Resource Requirements

Goal 1: Divide Major into Two Tracts: Conceptual and Applied
In Spring 2014, Dr. Todd Belt surveyed his students in POLS 360 “Public Administration” (Appendix P). A majority of the forty-six students declared as AJ majors (78.3%) and not POLS majors (82.6%). When asked about future career goals, students said the following:

• Law Enforcement 39.5%
• Not Sure 18.6%
• Lawyer 16.3%
• Public Administration 11.6%
• Social Worker 9.3%
• Natural Science Related 4.7%

Students also offered the following reasons for majoring in Administration of Justice:

Future Career Goals
“DLNR Officer (DLNR stands for Department of Land and Natural Resources for the State of Hawai’i); working for the government; parole officer for teenagers or substance abuse counselor for teens; DOE (DOE stands for Department of Education for the State of Hawai’i); court system/administration jobs/Homeland Security; probation officer for adults and juveniles; law school; judiciary; defense attorney; law enforcement at the state and federal levels; substance abuse counseling or working in juvenile justice; US Marshal Service; FBI; DEA; social work; mental health; public administration; forensic investigation”

In order to better address student expectations, the major could be divided into two tracts:

1. **Conceptual** (for those students interested in pursuing law school or graduate school)
   - Senior Capstone Experience
   - Qualitative and/or Quantitative Methods Requirement
   - Secondary Major or Certificate Fulfillment

2. **Applied** (for those students interested in immediate employment)
   - Internship(s)
   - Applied Work towards a Certificate Option at HCC in Substance Abuse Counseling, Addictions Professional, or Homeland Security

**Goal 2: Rename the Major from Administration of Justice to Justice Studies**

Of additional concern is the possible misrepresentation of our AJ program against national trends that tend to characterize baccalaureate Administration of Justice programs as Criminal Justice in Sociology Departments that offer courses in corrections and punishment, forensics training, policing, statistics, etc. In contrast, the AJ program at UH Hilo is more consistent with interdisciplinary Justice Studies programs of comparable scope (e.g. B.A. in Justice Studies at Rhode Island College; B.A. in Public Administration and Justice Studies at Northern Arizona University; B.A. in Justice Studies at University of New Hampshire; B.A. in Justice Studies at Northeastern Illinois University). To address this possible misrepresentation, we can examine more closely the rich resources of our own faculty in offering an interdisciplinary major consistent with the study of justice rather than criminal justice, and rename the major to “Justice Studies” to emphasize the interdisciplinary strengths of UH Hilo faculty who teach in the justice studies-related areas of public law, rights, ethics, criminality, jurisprudence, public administration, gender, race and ethnicity, and deviance.

**Goal 3: Formation of Justice Studies Steering Committee**

One idea is to create the Justice Studies Steering Committee of key contributing faculty to the program from both UH Hilo and HAWCC campuses in the Political Science, Sociology, Philosophy, and Psychology Departments at UH Hilo and Administration of Justice and Substance Abuse Majors at HAWCC. Similar to the Gender and Women’s Studies Major
Steering Committee, the Justice Studies Steering Committee would be tasked with revisiting and tightening course offerings available to students according to subcategories and discipline. This committee would also be tasked with examining current faculty with relevant course offerings and adjusting core and elective requirements as needed. Examples include Dr. Shawon Rahman (Computer Science) who teaches “Virtual Forensics”; Drs. Celia Bardwell-Jones and Chris Lauer (Philosophy) who teach courses in Applied Philosophy and Ethics; Lauri Sagle (English) who teaches “Human Rights Literature”; Dr. Rodney Jubilado (Languages) who has expertise in linguistic forensics; Dr. Katherine Young (Political Science) who teaches courses in historical and contemporary political theories of justice; Dr. Sarah Marusek (Political Science) who teaches courses in jurisprudence and constitutional law; Dr. Marilyn Brown (Sociology) who has expertise in corrections and teaches “Gender and Crime.”

Goal 4: Revisit the Relationship between AJ (Justice Studies) and Political Science
In Fall 2006, there were 75 AJ majors and 116 POLS majors. In Fall 2013, the numbers were nearly reversed with 125 AJ majors and 67 POLS majors (see graph below; Source: UH Star Data Metrix):

Additionally, the Political Science Department is graduating increasingly more AJ majors than POLS majors as shown in the graph below (Source: UH Star Data Metrix):
A way to fully account for the increasing number of AJ majors that are housed within the Department of Political Science would be to rename the department to include both majors: The Political Science and Justice Studies Department. Such is the model set forth by the UH Hilo Geography, Environmental Studies, and Environmental Science Department, which houses these three majors (two of which are interdisciplinary).

Additionally, this departmental retitling should slow the decline of POLS majors as all AJ and POLS majors would be unified in department (rather than the current status of AJ majors within the POLS department, as lacking formal data relating to faculty, budgetary, and AJ course alphas). However, despite the absence of formal SSH data of AJ students due to the absence of UH Hilo-specific course alphas for AJ curriculum), SSH data pertaining to AJ 101 and the required POLS 360 “Public Administration” (which is a core course for the AJ major) show that AJ majors contribute to SSH calculations. One method to more accurately account for AJ SSH contributions and to address the growing needs of AJ students is to formally recognize these students through UHH, major-specific course alphas (most likely as cross-listings between AJ (as Justice Studies) and another major) and through a dedicated budget (such as is the model of the Gender and Women’s Studies Major (presently the Women’s Studies Certificate that has both its own specific course alphas and yearly budget of $1500).

**Goal 5: Update 2014-2015 Program Learning Outcomes (PLOs)**

The current PLOs (as stated on page 1) have not changed since 2006. The revised PLOs (below) signify a more measurable approach to what majors should be learning in the program. These revised PLOs are also more consistent with the current structure and interdisciplinary scope of the AJ program.

- **PLO 1**: Correctly identify interdisciplinary approaches to justice and its legal and/or social administration.
- **PLO 2**: Examine and articulate the jurisprudential foundations for legal concepts and/or social applications of justice.
• **PLO 3**: Effectively communicate ideas pertaining to constitutional, judicial, legal, social, and/or deviance theories and applications.

• **PLO 4**: Critically analyze interdisciplinary contexts, theories, and applications of justice consistent with a variety of populations and situations according to race and ethnicity, gender, and place-based settings.

• **PLO 5**: Employ written and oral communication skills needed for the administration of justice in social science-based environments and career applications.

**Goal 6: Update 2014-2015 Student Learning Outcomes (SLOs)**

The current SLOs (as stated on page 1) have not changed since 2006. The revised SLOs (below) signify a more measurable approach to what majors should be learning in the program. These revised SLOs are also more consistent with the current structure and interdisciplinary scope of the AJ program.

• **SLO 1**: Critically analyze social, political, cultural, legal, and ethical issues pertaining to the interdisciplinary approach to justice and its administration with a focus on disciplines in the social sciences and humanities

• **SLO 2**: Effectively communicate ideas in written work and its oral delivery

• **SLO 3**: Articulate and employ applied and conceptual approaches to justice and its administration

• **SLO 4**: Correctly produce research that demonstrate critical engagement with academic scholarship and extra-academic avenues

**Goal 7: Hire an Additional Instructor to Teach POLS/SOC Course Offerings to Address Growth of Major**

Three of the AJ required courses, POLS/SOC 324 “Criminology,” POLS 322 “Criminal Justice,” and POLS/SOC 326 “Juvenile Delinquency,” are consistently taught by Lecturers in the Political Science and Sociology Departments. Although the POLS department recently hired Dr. Su-Mi Lee to teach Political Science courses in International Relations and Administration of Justice, including International Law (presently an AJ elective) and possible new courses related to Dr. Lee’s expertise which would help to expand the AJ program as electives or possibly future requirements (Human Rights and Conflict Management), two lecturers will teach Criminal Justice (POLS 322) and Criminology (POLS/SOC 324); this Fall 2014 semester, we were unable to find a lecturer to teach Juvenile Delinquency (POLS/SOC 326).

While Dr. Marilyn Brown (SOC) and Dr. Sarah Marusek (POLS) have traditionally offered these courses, neither professor is able to do so on a regular basis without overload due to administrative service and accompanying course releases. A solution would be to hire a tenure-track criminologist with a PhD to teach POLS/SOC 324 “Criminology,” POLS 322 “Criminal Justice,” and POLS/SOC 326 “Juvenile Delinquency” with an academic and applied background in these fields. This position would benefit both departments (POLS and SOC) as two of these three courses are cross-listed. Additionally, this person could greatly enhance the AJ program if s/he could offer courses in criminological methodology (such as statistics, forensics, or GIS).

**Goal 8: Improve Catalog and Website Resources**
The AJ major would benefit from increased institutional support in hosting an AJ major website (as distinct from the Political Science Major’s website) and addressing the misleading catalog information that lists only those AJ courses taught at HCC. Dr. Rick Castberg had facilitated having these HCC courses appear in the UHH catalog in order to ease the transferring of HCC credit to UHH. However, just having HCC courses appear under the AJ course offering section of the UHH catalog presents confusion because these listed courses are only offered at HCC (and under the existing MOU, must be paid for through separate tuition).

Goal 9: Assessment Plan
In order to gauge student performance in the major, the program intends to implement the following assessment plan:

GE Assessment Rubric for Required AJ Courses
At the end of the fall semesters for the next seven years (2014-2015 to 2020-2021), the following courses will submit research papers, analytical essays, and in-class research presentations for external assessment by the UHH Assessment Committee in each of the following GE rubric areas (Written Communication; Oral Communication; Cultural Diversity; Information Literacy):

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<tr>
<th>Required Course</th>
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<th>Oral Communication</th>
<th>Cultural Diversity</th>
<th>Information Literacy</th>
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Updated Program Learning Outcomes Assessment Plan
A bi-annual project of the proposed Steering Committee would be to perform in-house assessments of required AJ courses to ensure consistency with the updated PLOs (as listed on page 8 and below).

• **PLO 1**: Correctly identify interdisciplinary approaches to justice and its legal and/or social administration.
• **PLO 2**: Examine and articulate the jurisprudential foundations for legal concepts and/or social applications of justice.
• **PLO 3**: Effectively communicate ideas pertaining to constitutional, judicial, legal, social, and/or deviance theories and applications.
• **PLO 4**: Critically analyze interdisciplinary contexts, theories, and applications of justice consistent with a variety of populations and situations according to race and ethnicity, gender, and place-based settings.
• *PLO 5*: Employ written and oral communication skills needed for the administration of justice in social science-based environments and career applications.

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*I = Introduced, D = Developed & Practiced with Feedback, M = Demonstrated at the Mastery*

**External Reviewer’s Report**
A letter of invitation was sent to Dr. Pamela Jackson, Director of the Justice Studies Program at Rhode Island College, by Vice Chancellor for Academic Affairs, Dr. Matthew Platz. Dr. Jackson accepted the invitation to review the AJ program in the winter of 2014 or early spring of 2015 (Appendix Q).