I. Adoption of the Agenda

II. Approval of the Minutes of the February 6, 2020 College Council (attachment A), Pg. 3

III. Approval of Members of the College Council Committees (attachment B), Pg. 6

College Council
- Ariana Kazansky was elected as the At-Large student representative.
- Sharon Solomon was elected as a graduate student representative.
- Katelynn Seodarsan replaced Aaliyah Francis as a sophomore class student representative.

Executive Committee of the College Council
- Ariana Kazansky was elected as a student representative.

College-Wide Grade Appeals Committee
- Catherine Mulder was elected as a representative.
- Alexander Long was elected as an alternate representative.

IV. Report from the Committee on Graduate Studies (attachments C1-C6) – Interim Dean of Graduate Studies, Avram Bornstein

Programs
C1. Change to existing graduate program: MA in ICJ, Pg. 23
C2. Change to existing graduate program: Advanced Certificate in Organized Crime Studies, Pg. 28
C3. Change to existing graduate program: MS in Forensic Science, Pg. 31
C4. Change to existing graduate program: MA in Human Rights, Pg. 35
C5. Change to existing graduate program: MPA in Public Policy and Administration, Pg. 38

New Courses
C6. HR 794 Independent Study in Human Rights, Pg. 46
C7. HR 798 Faculty-Mentored Research in Human Rights, Pg. 49

Course Revisions
C8. ICJ 726 Drug Trafficking, Pg. 52
C9. ICJ/PAD 762 Corruption and the Global Economy, Pg. 69

Academic Standards

C10 Change to program-specific admissions requirements: MA in International Crime and Justice, Pg. 71

V. Report from the Undergraduate Curriculum and Academic Standards Committee (attachments D1-D5) – Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies Dara Byrne

Course Revisions

D1. BIO 315 Genetics, Pg. 73
D2. ISP 277 Experiential Learning in Social Justice: Field Preparation, Pg. 75
D3. MAT 352 Applied Differential Equations, Pg. 77
D4. MAT 361 Introduction to Functions of a Complex Variable, Pg. 79

Academic Standards

D5. New Policy for Freshman Forgiveness, Pg. 81

VI. Bylaw Amendment (first reading): Change of Membership on the Budget and Planning Committee, Financial Planning Subcommittee, and Strategic Planning Subcommittee (attachment E) – Student Council President Musarrat Lamia, Pg. 84

VII. Honors, Prizes and Awards Committee Commencement Awards Recommendations (attachment F) – Interim Vice President for Enrollment Management and Student Affairs Ellen Hartigan, Pg. 88

VIII. New Business

IX. Administrative Announcements – President Karol Mason

X. Announcements from the Student Council – President Musarrat Lamia

XI. Announcements from the Faculty Senate – President Warren (Ned) Benton

XII. Announcements from the HEO Council – President Brian Cortijo
The College Council held its fifth meeting of the 2019-2020 academic year on Thursday, February 6, 2020. The meeting was called to order at 1:46 p.m. and the following members were present: Saaif Alam*, Schevaletta (Chevy) Alford, George Andreopoulos, Andrea Balis, Elton Beckett, Warren (Ned) Benton, Chelsea Binns, Marta Bladek, Teresa Booker, Avram Bornstein, Sudhendra Budidi*, Dara Byrne, Lucas Carvalho, Marta Concherio-Guisan, Brian Coritijo, Silvia Dapia, Cassandra De Ketelaere, Lissette Delgado-Cruzata, Sven Dietrich, Adam Fane, Jarrett Foster*, Joel Freiser, Rulisa Galloway-Perry, Heath Grant, Amy Green, Maria (Maki) Haberfeld, Ellen Hartigan, Michelle Holder, Karen Kaplowitz, Erica King-Toler, Musarrat Lamia, Yuk-Ting (Joyce) Lau, Yi Li, Daiquan Llewellyn, Peter Mameli, Terencia Martin, Karol Mason, Sari Mendoza, Catherine Mulder, Fidel Osorio, Hyunhee Park, Allison Pease, John Pittman, Michael Scaduto, David Shapiro, Francis Sheehan, Charles Stone, Steven Titan, Hung-Lung Wei, Rebecca Weiss, Janet Winter, Violet Yu, and Guoqi Zhang.


* Alternates

I. **Adoption of the Agenda**

A motion was made to adopt the agenda. The motion was seconded and approved unanimously.

II. **Approval of the Minutes of the December 9, 2019 College Council**

A motion was made to adopt the minutes. The motion was seconded and approved unanimously.

III. **Approval of Members of the College Council Committees**

A motion was made to adopt the item with the following changes:

**College Council**

- Tara Pauliny replaced P.J. Gibson as the representative from the English Department.

**College-Wide Grade Appeals Committee**
Teresa Booker resigned as a representative.

The motion was seconded and approved unanimously.

IV. Report from the Undergraduate Curriculum and Academic Standards Committee (attachments C1-C11) – Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies Dara Byrne

Programs

C1. Proposal to Revise the College Option of the Gen Ed Program

A motion was made to adopt the program revision marked “C1. Proposal to Revise the College Option of the Gen Ed Program.” The motion was seconded and approved unanimously.

C2. Proposal to Revise the BS in Economics

A motion was made to adopt the program revision marked “C2. Proposal to Revise the BS in Economics.” The motion was seconded and approved.

In Favor: 45   Opposed: 0   Abstention: 1

C3. Proposal to Revise the BS in Applied Mathematics

A motion was made to adopt the program revision marked “C3. Proposal to Revise the BS in Applied Mathematics.” The motion was seconded and approved unanimously.

C4. Proposal to Revise the Minor in Community Justice

A motion was made to adopt the program revision marked “C4. Proposal to Revise the Minor in Community Justice.” The motion was seconded and approved unanimously.

C5. Proposal for a New Minor in Social Entrepreneurship & Innovation

A motion was made to adopt the new program marked “C5. Proposal for a New Minor in Social Entrepreneurship & Innovation.”

A motion was made to amend the item marked “C5. Proposal for a New Minor in Social Entrepreneurship & Innovation” by making the following change:

The section marked “1. Department(s) proposing this minor” was amended to include the departments of the faculty committee members.

The amendment was seconded and approved unanimously.

The motion to adopt the new program marked “C5. Proposal for a New Minor in Social Entrepreneurship & Innovation” as amended was seconded and approved unanimously.

New Courses
A motion was made to vote on the new courses marked C6 – C7 as a slate. The motion was seconded and approved unanimously.

C6. SEI 1XX Social Entrepreneurship: Past, Present & Future (CO: Learning from Past)
C7. MAT 2XX Elements of Mathematical Proof

A motion was made to adopt the new courses marked C6 – C7. The motion was seconded and approved unanimously.

Course Revisions

A motion was made to vote on the course revisions marked C8 – C9 as a slate. The motion was seconded and approved unanimously.

C8. MAT 204 Discrete Structures
C9. MAT 302 Probability & Mathematical Statistics II

A motion was made to adopt the course revisions marked C8 – B9. The motion was seconded and approved unanimously.

Academic Standards

C10. Revision of Policy on Grade Appeals

A motion was made to adopt the item marked “C10. Revision of Policy on Grade Appeals” and seconded.

A subsidiary motion was made to table the item marked “C10. Revision of Policy on Grade Appeals.” The motion was seconded and not approved with 34 votes in favor of the motion. The abstaining and opposing votes were not counted.

The motion to adopt the item marked “C10. Revision of Policy on Grade Appeals” was not approved.

In Favor: 18 Opposed: 19 Abstention: 15

C11. New Policy for Freshman Forgiveness

The item marked “C11. New Policy for Freshman Forgiveness” was postponed for the next meeting due to time constraints.

V. Notification of name change from the Prisoner Reentry Institute to the Institute for Justice and Opportunity

Committee members were notified regarding the name change from the “Prisoner Reentry Institute” to the “Institute for Justice and Opportunity: Creating opportunity for people to live successfully in the community after involvement with the justice system.”

The meeting was adjourned at 2:55 p.m.
College Council Membership &
College Council Committees

2019-202
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**College Council Membership**

The College Council shall be the primary governing body of John Jay College of Criminal Justice. It shall have authority to establish College policy on all matters except those specifically reserved by the Education Law or by the Bylaws of the Board of Trustees of The City University of New York to the President or to other officials of John Jay College or of The City University of New York, or to the CUNY Board of Trustees. The College Council shall consist of the following members:

**Administration**
1. President (Chairperson) Karol Mason  
2. Provost and Vice President for Academic Affairs Yi Li  
3. Vice President for Finance and Administration Steven Titan  
4. Interim Vice President for Enrollment Management and Student Affairs Ellen Hartigan  
5. Interim Dean of Graduate Studies Avram Bornstein  
6. Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies Dara Byrne  
7. Associate Provost and Dean of Research Anthony Carpi  
8. Interim Associate Provost for Institutional Effectiveness Allison Pease

**Faculty**

- Full-time faculty elected from each academic department:
  9. Africana Studies Teresa Booker  
     Marta Laura Suska  
 10. Anthropology Fall: Roberto Visani  
     Spring: Cyriaco Lopes  
     Elton Beckett  
 11. Art and Music Mickey Melendez  
     Violet Yu  
     Michelle Holder  
 12. Communication and Theater Arts Fall: P.J. Gibson  
     Spring: Tara Pauliny  
     Edward Paulino  
 13. Counseling and Human Services Amy Green  
     John Gutierrez  
 14. Criminal Justice Fall: Yue Ma  
 15. Economics Spring: Gloria Browne-Marshall  
 16. English Marta Bladek  
     Sven Dietrich  
 17. History Silvia Dapia  
     John Pittman  
 18. Interdisciplinary Studies Department George Andreopoulos  
 19. Latin American and Latinx Studies Rebecca Weiss  
     Peter Mameli  
 20. Law, Police Science, and Criminal Justice Administration Hung-Lung Wei  
     Guoqi Zhang  
 21. Library Erica King-Toler  
 22. Mathematics & Computer Science  
 23. Modern Languages and Literatures  
 24. Philosophy  
 25. Political Science  
 26. Psychology  
 27. Public Management  
 29. Sciences  
 30. SEEK
31. Sociology
   
   b. At-Large Adjunct representative of the Faculty Senate:

32. Public Management
   c. Faculty allotted according to any method duly adopted by the Faculty Senate:

33. Economics
   
34. English
   
35. History
   
36. History
   
37. Law, Police Science, and Criminal Justice Administration
   
38. Law, Police Science, and Criminal Justice Administration
   
39. Psychology
   
40. Public Management
   
41. Public Management
   
42. Sciences
   
43. Sciences
   
44. Sciences
   
45. Sciences
   
46. Security, Fire and Emergency Management
   
47. SEEK
   
48. VACANT
   
49. VACANT
   
50. VACANT
   
- Eight faculty alternates who may vote, make motions and be counted as part of the College Council’s quorum only during the absence of a permanent faculty representative:

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Higher Education Officers elected by the Higher Education Officers Council:

51. Brian Cortijo (ex officio)
52. Rulisa Galloway-Perry
53. Terencia Martin
54. Michael Scaduto
55. Janet Winter

- One Higher Education Officers alternate who may vote, make motions and be counted as part of the College Council’s quorum only during the absence of a permanent higher education officer representative:

Jarrett Foster
Students
56. President of the Student Council
Musarrat Lamia
57. Vice President of the Student Council
Fidel Osorio
58. Treasurer of the Student Council
Adam Fane
59. Secretary of the Student Council
Anthony Leonardo
60. Elected At-Large Representative
Ariana Kazansky
61. Elected graduate student representative
Euxhenia Hodo
62. Elected graduate student representative
Sharon Solomon
63. Elected senior class representative
Cassandra De Ketelaere
64. Elected senior class representative
Daiquan Llewellyn
65. Elected junior class representative
Sari Mendoza
66. Elected junior class representative
Lucas Carvalho
67. Elected sophomore class representative
Jasmine Chevez
68. Elected sophomore class representative
Katelynn Seodarsan
69. Freshman representative designated according to a method duly
Kimberly Paredes
adopted by the Student Council.

- Two (2) alternate student representatives, who vote, make motions and be counted as part of
  the College Council’s quorum only during the absence of a permanent student representative:

| 1. Saaif Alam       | 2. Sudhendra Budidi |

College Council Interim Executive Committee

The faculty, higher education officers and student representatives shall be elected by the College Council from among its members in September of each year. From June 1 until such time as the College Council holds this election, there shall be an Interim Executive Committee, which shall consist of the following members:

- President (Chairperson)
  Karol Mason
- Provost and Vice President for Academic Affairs
  Yi Li
- Vice President for Finance and Administration
  Steven Titan
- Interim Vice President for Enrollment Management and Student Affairs
  Ellen Hartigan
- President of the Faculty Senate
  Warren (Ned) Benton
- Vice-President of the Faculty Senate
  Karen Kaplowitz
- Two (2) other members of the Faculty Senate
  1. Andrea Balis
  2. Francis Sheehan
- President of the Higher Education Officers Council
  Brian Cortijo
- Vice-President of the Higher Education Officers Council
  Jarrett Foster
- President of the Student Council
  Musarrat Lamia
- Vice-President of the Student Council
  Fidel Osorio
The faculty, higher education officer and student members of the Interim Executive Committee shall nominate College Council members of their respective constituencies as candidates for election to the Executive Committee.

**Executive Committee of the College Council**

There shall be an Executive Committee which shall be the College Council’s Agenda Committee. It shall have the power to call the College Council into extraordinary session, and shall have only such powers, functions, and duties as the College Council may delegate to it to exercise during periods when the College Council is not in session. The faculty, higher education officers and student representatives shall be elected by the College Council from among its members in September of each year. The faculty, higher education officer and student members of the Interim Executive Committee shall nominate College Council members of their respective constituencies as candidates for election to the Executive Committee.

The Executive Committee shall consist of the following members:

- President (Chairperson) Karol Mason
- Provost and Vice President for Academic Affairs Yi Li
- Vice President for Finance and Administration Steven Titan
- Interim Vice President for Enrollment Management and Student Affairs Ellen Hartigan
- Seven (7) members of the full-time faculty as defined in Article I, Section 3.a.i
  1. Warren (Ned) Benton
  2. Karen Kaplowitz
  3. Francis Sheehan
  4. Schevaletta (Chevy) Alford
  5. Sven Dietrich
  6. Joel Freiser
  7. Andrea Balis
- Two (2) higher education officers
  1. Brian Cortijo
  2. Janet Winter
- Three (3) students
  1. Musarrat Lamia
  2. Fidel Osorio
  3. Ariana Kazansky

**Undergraduate Curriculum and Academic Standards Committee**

There shall be a Committee on Undergraduate Curriculum and Academic Standards which shall consider all matters relating to the undergraduate curriculum of the College and make recommendations to the College Council on such matters as: proposed programs; additions, deletions and modifications of courses and existing programs; distribution; core requirements; basic skills; academic standards; and, policies pertaining to student recruitment and admissions.
The Committee on Undergraduate Curriculum and Academic Standards shall consist of the following members:

- Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies (Chairperson)  
  Dara Byrne
- Interim Vice President for Enrollment Management and Student Affairs  
  Ellen Hartigan
- Assistant Dean of Undergraduate Studies  
  Katherine Killoran
- Registrar  
  Daniel Matos
- The chairperson of each of the academic departments, or a full-time member of the faculty, as defined in Article I, Section 3.a.i of the Charter of Governance, who has served in that capacity at the College for at least one (1) year, to be elected from among the members of that department to serve for two (2) academic years
  1. Africana Studies  
     Crystal Endsley
  2. Anthropology  
     Kimberley McKinson
  3. Art and Music  
     Erin Thompson
  4. Communication & Theater Arts  
     Lorraine Moller
  5. Counseling and Human Services  
     Nancy Velasquez-Torres
  6. Criminal Justice  
     Valerie West
  7. Economics  
     Sara Bernardo
  8. English  
     Karen Kaplowitz
  9. History  
     Andrea Balis
  10. Interdisciplinary Studies Program (ISP)  
     Nina Rose Fischer
  11. Library  
     Maria Kiriakova
  12. Latin American & Latinx Studies  
     Suzanne Oboler
  13. Law, Police Science & CJA  
     Beverly Frazier
  14. Mathematics & Computer Science  
     Michael Puls
  15. Modern languages & Literature  
     Fall: Vicente Lecuna  
     Spring: Maria Julia Rossi
  16. Philosophy  
     Sergio Gallegos
  17. Political Science  
     Ke Li
  18. Psychology  
     Michael Leippe
  19. Public Management  
     Judy-Lynne Peters
  20. Sciences  
     Angelique Corthals
     Fall: Susan Pickman  
     Spring: Lucia Velotti  
     Virginia Diaz-Mendoza
  22. SEEK  
     Fall: Jayne Mooney  
     Spring: Henry Pontell
  23. Sociology

- Three (3) students, each of whom have reached or exceeded Sophomore Standing, earned a minimum of 15 credits in residence at John Jay, and have a John Jay College cumulative grade point average of at least 3.0.
  1. Katelynn Seodarsan
  2. Sudhendra Budidi
  3. VACANT
Committee on Student Interests

There shall be a Committee on Student Interests which shall be concerned with matters of student life including but not limited to student organizations, student housing, extracurricular activities, and student concerns at the College. The Committee on Student Interests shall consist of the following members:

- Assistant Vice President and Dean of Students (Chairperson)  Michael Sachs
- Director of Athletics  Carol Kashow
- Senior Director for Student Affairs  Danielle Officer
- Two (2) members of the faculty
  1. Ellen Belcher
  2. Nicole Elias
- Six (6) students
  1. Ariana Kazansky
  2. Amber Rivero
  3. Andrew Berezhansky
  4. Gina George
  5. Tayvhn Pierce
  6. VACANT

Faculty-Student Disciplinary Committee

As set forth in Article XV of the Bylaws of the CUNY Board of Trustees, there shall be a Faculty-Student Disciplinary Committee which shall have primary jurisdiction in all matters of student discipline not handled administratively. The committee shall abide by the procedures required by Article XV of the Bylaws of the CUNY Board of Trustees. A Faculty-Student Disciplinary Committee shall consist of two (2) members of the faculty, two (2) students and a chairperson. As set forth in Article XV of the Bylaws of the CUNY Board of Trustees, the rotating panels shall be appointed as follows:

- The President shall select, in consultation with the Executive Committee, three (3) full-time members of the faculty, as defined in Article I, Section 3.a.i of the Charter of Governance, to receive training and to serve in rotation as chair of the Judicial Committee.
  1. Heath Grant
  2. Liliana Soto-Fernandez
  3. Jamie Longazel

- Two (2) full-time members of the faculty, as defined in the Charter of Governance, shall be selected by lot from a panel of six (6) members of the full-time faculty elected annually by the Faculty Senate.
  1. John Gutierrez
  2. Robert McCrie
  3. Jose Olivo
  4. Margaret Escher
  5. Martin Wallenstein
  6. Peggilee Wupperman
The two (2) student members shall be selected by lot from a panel of six (6) students elected annually in an election in which all students registered at the College shall be eligible to vote.

1. Gavin Dass
2. DeCarlos (Carlos) Hines
3. Musarrat Lamia
4. Melkisedec Francois
5. Hadja Bah
6. Katelynn Seodarsan

In the event that the student panel or faculty panel or both are not elected, or if more panel members are needed, the President shall have the duty to select the panel or panels which have not been elected. No individuals on the panel shall serve for more than two (2) consecutive years.

**Committee on Faculty Personnel**

There shall be a Committee on Faculty Personnel which shall review from the departments and other appropriate units of the College all recommendations for appointments to the instructional staff in the following ranks: Distinguished Professor, Professor, Associate Professor, Assistant Professor, Instructor, Distinguished Lecturer, Lecturer, Chief College Laboratory Technician, Senior College Laboratory Technician, and College Laboratory Technician, and make recommendations to the President. It shall also receive recommendations for promotions and reappointments with or without tenure, together with compensation, in the aforementioned ranks of the instructional staff and shall recommend to the President actions on these matters. It may also recommend to the President special salary increments. The President shall consider such recommendations in making his or her recommendations on such matters to the CUNY Board of Trustees.

Policy recommendations of the committee shall be made to the College Council for action. Recommendations with respect to appointments, promotions, and other matters specified in the paragraph above, shall be reported to the President and shall not be considered by the College Council except at the discretion of the President. The Committee shall receive and consider petitions and appeals from appropriate members of the instructional staff with respect to matters of status and compensation, and shall present its recommendations to the President. Further appeals shall follow CUNY procedures. The Committee on Faculty Personnel shall consist of the following members:

- President (Chairperson)  
  Karol Mason
- Provost and Vice President for Academic Affairs  
  Yi Li
- Interim Dean of Graduate Studies  
  Avram Bornstein
- Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies  
  Dara Byrne
- Associate Provost and Dean of Research  
  Anthony Carpi
- Chairperson of each academic department
  1. Africana Studies  
     Jessica Gordon-Nembhard
  2. Anthropology  
     Alisse Waterston
  3. Art and Music  
     Benjamin Bierman
  4. Communication and Theater Arts  
     Seth Baumrin
  5. Counseling and Human Services  
     Katherine Stavrianopoulos
  6. Criminal Justice  
     Brian Lawton
Three (3) at-large full-time members of the full-time faculty from amongst those who hold the rank of tenured associate and/or tenured full professor, as defined in Article I, Section 3.a.i of the Charter of Governance.

1. Mangai Natarajan, Professor, Criminal Justice
2. Elise Champeil, Professor, Sciences
3. Michael Pfeifer, Professor, History

Three (3) members of the faculty who receive the next highest number of votes in a general faculty election will be alternate faculty representatives on the committee. An alternate may vote, make motions and be counted as part of the quorum only when a chairperson and/or an at-large faculty representative is absent.

1. Warren (Ned) Benton, Professor, Public Management
2. Brian Arbour, Associate Professor, Political Science
3. Aftab Ahmad, Professor, Mathematics and Computer Science

The Student Council may designate up to two (2) students, with at least 30 credits earned at the College, to serve as liaisons to the Review Subcommittees of the Committee on Faculty Personnel. The student liaisons shall be subject to College Council ratification. The role of the student liaisons shall be to review student evaluations of faculty members being considered by the subcommittees for reappointment, promotion and tenure and to summarize the content of those evaluations at a time designated by the Review Subcommittee. Student liaisons are not members of the Committee on Faculty Personnel.

1. VACANT
2. VACANT

**Budget and Planning Committee**

There shall be a Budget and Planning Committee which shall be responsible for reviewing budget information, making recommendations on the financial and budgetary matters of the College, and
providing guidance on comprehensive and strategic planning for the College. The President, or his
designee, shall make quarterly financial reports to the Budget and Planning Committee. The Budget
and Planning Committee shall consist of the following members:

• President (Chairperson) Karol Mason
• Provost and Vice President for Academic Affairs Yi Li
• Vice President for Finance and Administration Steven Titan
• Interim Vice President for Enrollment Management and Student Affairs Ellen Hartigan
• Interim Associate Provost for Institutional Effectiveness Allison Pease
• Executive Director for Human Resources Avram Bornstein
• Interim Dean of Graduate Studies Ella Kiselyuk
• Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies Dara Byrne
• Associate Provost and Dean of Research Anthony Carpi
• Assistant Vice President for Finance Mark Flower
• Vice President for Institutional Advancement Robin Merle
• President of the Faculty Senate Warren (Ned) Benton
• Vice President of the Faculty Senate Karen Kaplowitz
• Co-Chair of the Faculty Senate Fiscal Affairs Committee David Shapiro
• Vice Chair of the Faculty Senate Fiscal Affairs Committee Erica King-Toler
• Chairperson of each academic department
  1. Africana Studies Jessica Gordon-Nembhard
  2. Anthropology Alisse Waterston
  3. Art and Music Benjamin Bierman Seth Baumrin
  4. Communication and Theater Arts Katherine Stavrianopoulos
  5. Counseling and Human Services Brian Lawton
  6. Criminal Justice Jay Hamilton
  7. Economics Jay Gates
  8. English David Munns
  9. History
  10. Interdisciplinary Studies Department Katie Gentile
  11. Latin American and Latinx Studies Jose L. Morin
  12. Law, Police Science, and Criminal Justice Administration Peter Moskos
  13. Library Larry Sullivan
  14. Mathematics and Computer Science Douglas Salane
  15. Modern Languages and Literatures Vicente Lecuna
  16. Philosophy Jonathan Jacobs
  17. Political Science Andrew Sidman
  18. Psychology Angela Crossman
  19. Public Management Warren Eller
  20. Sciences Shu Yuan Cheng
  22. SEEK Monika Son
  23. Sociology Robert Garot
• President of the Higher Education Officers Council Brian Cortijo
• Two (2) higher education officer representatives
1. Jarrett Foster  
2. Michael Scaduto

- President of the Student Council or designee: Musarrat Lamia  
- Treasurer of the Student Council or designee: Adam Fane  
- One (1) additional student representative: DeCarlos (Carlos) Hines  
- Two members of the non-instructional staff, as defined in Article XIV, Section 14.1 of the Bylaws of the CUNY Board of Trustees:
  1. Anthony Chambers  
  2. VACANT

**Financial Planning Subcommittee**

There shall be a Financial Planning Subcommittee of the Budget and Planning Committee which shall meet on a periodic basis in the development of the College’s Annual Financial Plan. The Financial Planning Subcommittee of the Budget and Planning Committee shall consist of the following members:

- Vice President of Finance and Administration (Chairperson): Steven Titan  
- Provost and Vice President for Academic Affairs: Yi Li  
- President of the Faculty Senate: Warren (Ned) Benton  
- Co-Chair of the Faculty Senate Fiscal Affairs Committee: Karen Kaplowitz  
- Vice Chair of the Faculty Senate Fiscal Affairs Committee: Erica King-Toler  
- Chair of the Council of Chairs: Angela Crossman  
- Vice Chair of the Council of Chairs: Jay Gates  
- One (1) representative chosen by the Council of Chairs: Jessica Gordon-Nembhard  
- Chair of the Higher Education Officers Council: Brian Cortijo  
- One (1) student representative: Adam Fane

The Assistant Vice President for Finance Mark Flower and the Provost’s Assistant Dean for Academic Operations and Financial Affairs, Kinya Chandler shall staff the subcommittee.

**Strategic Planning Subcommittee**

There shall be a Strategic Planning Subcommittee of the Budget and Planning Committee which shall provide guidance to the President on comprehensive and strategic planning including development of major planning documents and accreditation studies, related process and outcome assessment and space planning. The Strategic Planning Subcommittee of the Budget and Planning Committee shall consist of the following members:

- Provost and Vice President for Academic Affairs (Chairperson): Yi Li  
- Interim Associate Provost for Institutional Effectiveness: Allison Pease  
- Vice President of Finance and Administration: Steven Titan  
- President of the Faculty Senate: Warren (Ned) Benton  
- Two (2) representatives chosen by the Faculty Senate:
  1. Karen Kaplowitz  
  2. Erica King-Toler  
- Chair of the Council of Chairs: Angela Crossman
• Two (2) representatives chosen by the Council of Chairs
  1. Warren Eller
  2. Jay Gates
• President of the Higher Education Officers Council  
  Brian Cortijo
• One (1) student representative
  1. Musarrat Lamia

The Director of Institutional Research, Ricardo M. Anzaldua and the Director of Outcomes Assessment, Dyanna Pooley shall staff the subcommittee.

Committee on Graduate Studies

There shall be a Committee on Graduate Studies which shall be responsible for establishing general policy for the graduate programs, subject to review by the College Council. It shall have primary responsibility for admission, curriculum, degree requirements, course and standing matters, periodic evaluation of the graduate programs and for other areas of immediate and long-range importance to the quality and growth of graduate study. The committee shall also be responsible for advising on all matters relating to graduate student honors, prizes, scholarships and awards. The Committee on Graduate Studies shall review and approve program bylaws for each graduate program. Such bylaws shall then be submitted to the Executive Committee of the College Council for review and approval. Program bylaws may provide for co-directors after assessing factors such as program size and the interdisciplinary nature of the curriculum. The Committee on Graduate Studies shall consist of the following members:

• Interim Vice President for Enrollment Management and Student Affairs  
  Ellen Hartigan
• Interim Dean of Graduate Studies (Chairperson)  
  Avram Bornstein
• Assistant Vice President and Dean of Students  
  Michael Sachs
• Chief Librarian  
  Larry Sullivan
• Graduate Program Directors
  1. Criminal Justice  
    Jeff Mellow
  2. Digital Forensics and Cybersecurity  
    Doug Salane
  3. Economics  
    Ian Seda
  4. Emergency Management MS  
    Charles Jennings
  5. Forensic Mental Health Counseling  
    James Wulach
  6. Forensic Psychology  
    Diana Falkenbach
  7. Forensic Psychology BA/MA Program  
    Charles Stone
  8. Forensic Science  
    Mechthild Prinz
  9. Human Rights  
    Charlotte Walker-Said
  10. International Crime and Justice  
    Gohar Petrossian
  11. Protection Management  
    Robert McCrie
  12. MPA: Public Policy and Administration  
    Yi Lu
  13. MPA: Inspection and Oversight  
    Dan Feldman
  14. Security Management MS program  
    Charles Nemeth
• Two (2) graduate students
  1. Timothy Botros
  2. Megan Korovich
Committee on Student Evaluation of the Faculty

There shall be a Committee on Student Evaluation of the Faculty which shall be responsible for a continuous review of faculty evaluation procedures; review of the design of the survey instrument; recommendations for the terms under which the instrument will be used; and for the development of guidelines which shall be submitted to the College Council for review. The Provost and Senior Vice President for Academic Affairs shall designate staff for the committee. The Committee on Student Evaluation of the Faculty shall consist of the following members:

- Four (4) full-time members of the faculty
  1. Keith Markus
  2. Brett Stoudt
  3. Daniel Yaverbaum
  4. VACANT
- Two (2) students
  1. Walter Velas
  2. Melkisedec Francois

The committee shall elect a chairperson from among its faculty members. Members shall serve for a term of two (2) years.

Provost Advisory Council

There shall be a Provost Advisory Council which shall provide a formal means for the Provost to consult with faculty leadership on matters of joint concern such as budget, faculty recruitment and development, and personnel policies and practices. The Provost Advisory Council shall consist of the following members:

- Provost and Vice President for Academic Affairs (Chairperson) Yi Li
- Assistant Dean of Academic Operations and Financial Affairs, Office of the Provost Kinya Chandler
- President of the Faculty Senate Warren (Ned) Benton
- Vice President of the Faculty Senate Karen Kaplowitz
- Chairperson of each academic department
  1. Africana Studies Jessica Gordon-Nembhard
  2. Anthropology Alisse Waterston
  3. Art and Music Benjamin Bierman
  4. Communication and Theater Arts Seth Baumrin
  5. Counseling and Human Services Katherine Stavrianopoulos
  6. Criminal Justice Brian Lawton
  7. Economics Jay Hamilton
  8. English Jay Gates
  9. History David Munns
  10. Interdisciplinary Studies Department Katie Gentile
  11. Latin American and Latinx Studies Jose L. Morin
  12. Law, Police Science, and Criminal Justice Administration Peter Moskos
Council of Undergraduate Program Coordinators

There shall be a Council of Undergraduate Program Coordinators which shall provide a formal means to represent the concerns of those responsible for undergraduate majors and shall provide a formal means for reviewing matters of concern such as program review and revision, staffing, curriculum development and the scheduling of courses. The Council of Undergraduate Program Coordinators shall consist of the following members:

- Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies (Chairperson)
  
- Coordinators of Undergraduate Majors
  
  1. Anthropology
  2. Applied Mathematics: Data Science & Cryptography
  3. Cell & Molecular Biology
  4. Computer Science and Information Security
  5. Criminal Justice (B.A.)
  6. Criminal Justice (B.S.)
  7. Criminal Justice Management
  8. Criminology (B.A.)
  9. Culture and Deviance Studies
  10. Economics
  11. English
  12. Emergency Services Administration
  13. Fire Science
  14. Forensic Psychology (B.A.)
  15. Forensic Science (B.S.)
  16. Fraud Examination and Financial Forensics
  17. Gender Studies
  18. Global History (B.A.)
  19. Humanities and Justice
  20. Human Services and Community Justice
  21. International Criminal Justice
  22. Latin American and Latinx Studies
  23. Law and Society
  24. Legal Studies

- Dara Byrne
- Ed Snajdr
- Samuel Graff
- Jason Rauceo
- Sven Dietrich
- Evan Mandery
- Serguei Cheloukhine
- Denise Thompson
- Andrew Karmen
- Ed Snadjr
- Sara Bernardo
- Olivera Jokic
- Robert Till
- Robert Till
- Silvia Mazzula
- Nicholas Petraco
- David Shapiro
- Antonio Jay Pastrana
- James DeLorenzi
- Allison Kavey
- Nancy Velazquez-Torres
- Rosemary Barberet
- Brian Montes
- Jean Carmalt*
- Jamie Longazel*
- Andrew Sidman
25. Library
26. Philosophy
27. Police Studies
28. Political Science
29. Public Administration
30. Security Management
31. Sociology
32. Spanish
33. Toxicology

Karen Okamoto
Amie Macdonald
Joe Pollini
Brian Arbour
Elizabeth Nisbet
Robert McCrie
Jayne Mooney
Aida Martinez-Gomez
Shu-Yuan Cheng (Demi)

*Co-coordinators

**Committee on Honors, Prizes and Awards**

There shall be a Committee on Honors, Prizes and Awards which shall make recommendations to the College Council for undergraduate student recipients. The Committee on Honors, Prizes and Awards shall consist of the following members:

- Interim Vice President for Enrollment Management and Student Affairs (Chairperson)   
  Ellen Hartigan
- Assistant Vice President and Dean of Students    
  Michael Sachs
- Senior Director for Student Affairs    
  Danielle Officer
- Three (3) full-time members of the faculty
  1. Madura Bandyopadhyay
  2. Kevin Wolff
  3. VACANT
- Three (3) students, each of whom have reached or exceeded Sophomore Standing, earned a minimum of 15 credits in residence at John Jay, and have a John Jay College cumulative grade point average of 3.0. Student representatives shall not be seniors.
  1. Rafia Hossain
  2. Rachel Goryachkovsky
  3. VACANT

**College-Wide Grade Appeals Committee**

The college-wide grade appeals committee shall comprise five (5) tenured members of the faculty, who shall be nominated by the Faculty Senate and elected by the College Council. No more than one faculty member from any department may concurrently serve on the committee. The committee shall elect a chair from its own membership.

1. Toy-Fung Tung
2. Melinda Powers
3. Brian Montes
4. Catherine Mulder
5. P.J. Gibson

Alternate: Alexander Long
**College-Wide Assessment Committee**

There shall be a campus-wide committee to coordinate assessment efforts for both student learning and institutional effectiveness, broadly understood. The purpose of assessment is continuous improvement of teaching, student learning, institutional effectiveness, and service to internal and external constituencies. The Committee comprises seven faculty members and three Higher Education Officers. The Director of Assessment is an ex officio member without vote. The Associate Provost for Institutional Effectiveness is the committee chair.

- Director of Assessment (ex officio)  
  Dyanna Pooley
- Interim Associate Provost for Institutional Effectiveness (ex officio)  
  Allison Pease
- Seven (7) Full-time Faculty Members
  1. Mechthild Prinz
  2. David Shapiro
  3. Peter Mameli
  4. Stephen Russell
  5. Sandra Swenson
  6. Kim Liao
  7. Karen Okamoto
- Three (3) Higher Education Officers
  1. Demy Spadideas
  2. Gulen Zubizarreta
  3. Elena Beharry

**Special Committee of the College Council**

**Committee on Faculty Elections**

There shall be a Committee on Faculty Elections which shall conduct faculty elections. The committee shall be comprised of five (5) full-time members of the faculty, as defined in Article I, Section 3.a.i of the Charter. The Committee on Faculty Elections shall consist of the following members:

1. Maria Kiriakova
2. Ekaterina Korobkova
3. Matluba Khodjaeva
4. Hyunhee Park
5. Maureen Richards
PROGRAM IN INTERNATIONAL CRIME AND JUSTICE

JOHN JAY COLLEGE OF CRIMINAL JUSTICE
The City University of New York

PROPOSED CHANGES IN A DEGREE PROGRAM

The following is the revised curriculum for International Crime and Justice leading to the MA Degree.

Program Name and Degree Awarded: International Crime and Justice, MA
HEGIS Code: 2105
NY State Program Code: 33083
Effective term: Fall, 2020

Date of Program Approval: November 2019
Date of CGS approval: February 11, 2020

Rationale for proposed changes: The International Crime and Justice MA program students have recently requested that the program consider adding elective courses to the list of approved electives for the program. The ICJ MA faculty have generously developed several new courses for our students to meet this demand. The courses include ICJ755 (Terrorism and Transnational Crime), ICJ726 (Drug Trafficking), and ICJ750 (Special Topics in International Crime and Justice). We, therefore, request that these courses be added as approved electives for the International Crime and Justice Masters Program.

ICJ755: Terrorism and Transnational Crime

This course will explore the intersection of terrorism and transnational crime. Since the 9/11 terrorist attacks in the US, there has been an increasing concern about the convergence of these threats to US national security. The course will examine the role of globalization in the growth of transnational illicit enterprises, the interaction between terrorist and transnational organized crime groups, and the extent to which terrorist groups are engaged in various illicit enterprises. This course will critically examine the nature of the relationship by considering the concepts of terrorism and transnational crime and explore various strategies and instruments of national power to combat and mitigate the threat.

ICJ726: Drug Trafficking

This course focuses on drug trafficking, a global illicit trade. It examines trends in the type of drugs produced, manufactured, smuggled, and distributed at the transnational level. It illustrates various macro level factors including social, economic, political, and cultural with a specific focus on the crime opportunity structures that facilitate the drug trafficking business. It will introduce the economic principles of supply and demand, and business management principles in understanding the expanding entrepreneurial clandestine business. While it analyzes the role of criminal organizations and the evolving transnational networks, it will also emphasize the connections with other transnational crimes such as human trafficking and terrorism. Finally, it will review data sources, data analytical methods, and case studies of drug trafficking operations in the search for immediate and long-term counter measures both at national and international levels.
ICJ750: Special Topics in International Crime and Justice

This course will allow students an in-depth analysis of 21st century challenges facing the field of international crime and justice. The specific topic of study will be chosen by the instructor each term. Enrollment Requirements: Matriculated in the International Crime and Justice MA program.
The Master of Arts in International Crime and Justice reflects the College’s commitment to the internationalization of criminal justice education and builds on the strengths of our undergraduate degree in international criminal justice by opening the possibility of graduate education in this field. Indeed, this is the first program of this nature in the United States. The MA in International Crime and Justice combines advanced substantive knowledge of international crime challenges and domestic and international responses, with analytic and research techniques in an interdisciplinary framework. It aims to produce graduates with a truly global outlook on criminal justice, a moral commitment to international justice, and professional competence in the increasingly multicultural workforce.

This program may also be completed fully online.

### Degree Requirements

The Master of Arts in International Crime and Justice requires 36 credits of coursework, consisting of 24 credits from required courses and 12 credits from elective courses.

#### Core Requirements (24 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
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</thead>
<tbody>
<tr>
<td>ICJ 700</td>
<td>International Crime &amp; Justice Theory</td>
</tr>
<tr>
<td>ICJ 701</td>
<td>Illegal Markets &amp; Economic Justice</td>
</tr>
<tr>
<td>ICJ 702</td>
<td>Comparative CRJ Systems</td>
</tr>
<tr>
<td>ICJ 703</td>
<td>International Criminal Law</td>
</tr>
<tr>
<td>ICJ 704</td>
<td>Crime, Justice &amp; Cultural Struggles</td>
</tr>
<tr>
<td>ICJ 706</td>
<td>Transnational Crime</td>
</tr>
<tr>
<td>ICJ 715</td>
<td>Applied Research Methods in IC&amp;J</td>
</tr>
<tr>
<td>ICJ 770</td>
<td>Capstone Course in International Crime &amp; Justice</td>
</tr>
</tbody>
</table>

#### Electives (12 credits)

Electives may be selected from the list below or from any of the graduate courses offered at John Jay and CUNY, subject to the approval of the graduate program director. Students may use their 12 elective
Students who have completed 15 credits and have a GPA of 3.5 or above are eligible to take the following electives: Internship (6 credits) and Thesis I/Thesis II (6 credits). The thesis elective is taken over a two semester sequence as ICJ 791 and ICJ 792. The internship course (ICJ 780) is an online course that is accompanied by a mandatory 280 hours in an internship site. Placements in internship sites are arranged at the initiative of the student in consultation with the Center for Career and Professional Development and the program director. Students interested in the internship elective should start their search for an internship site at least one semester in advance. Students are encouraged to pursue one or more internships during their graduate studies, even if they are not taking the internship elective course, potentially as an Independent Study (3 credits).

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<td>ICJ 780</td>
<td>Internship Course</td>
</tr>
<tr>
<td>ICJ 791</td>
<td>International Crime and Justice Thesis I</td>
</tr>
<tr>
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<td>International Crime and Justice Thesis II</td>
</tr>
<tr>
<td>ICJ 705</td>
<td>Human Rights and Counterterrorism</td>
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<td>Corruption and the Global Economy</td>
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<tr>
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</tr>
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<td>CRJ 727/FCM 727</td>
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<td>CRJ 744</td>
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<td>International Public Policy and Administration</td>
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<td>International Inspection and Oversight</td>
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<td>HR 701</td>
<td>International Human Rights: Organizations and Institutions</td>
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<td>ICJ 750</td>
<td>Special Topics in International Crime and Justice</td>
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<tr>
<td>HR 711</td>
<td>Human Rights and Humanitarianism</td>
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<td>HR 712</td>
<td>Civil and Political Rights and Civil Liberties</td>
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**Sub-total:** 24 credits  
**Electives:** 12 credits  
**Total credits required:** 36 credits

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**Sub-total:** 24 credits  
**Electives:** 12 credits  
**Total credits required:** 36 credits

**Note:** The proposal should show the complete text of existing requirements and of proposed requirements. The State Education Department requires that all program changes include a complete listing of required courses.

**Does this change affect any other program?**

_ X _ No ______ Yes

If yes, what consultation has taken place?
PROGRAM IN ADVANCED CERTIFICATE IN TRANSNATIONAL ORGANIZED CRIME STUDIES

JOHN JAY COLLEGE OF CRIMINAL JUSTICE
The City University of New York

PROPOSED CHANGES IN A DEGREE PROGRAM

Program Name and Degree Awarded: Advanced Certificate in Transnational Organized Crime Studies

HEGIS Code: 2105
NY State Program Code: 38351
Effective term: Fall, 2020

Date of Program Approval: 02/03/2020
Date of CGS approval: 2/11/2020

Rationale for proposed changes:

The International Crime and Justice Masters Program would like to introduce the following four changes to the Advanced Certificate in Transnational Organized Crime Studies (ACTOCS). The four changes are outlined below.

Change #1: Remove CRJ784 (Organized Crime) as a core requirement for the ACTOCS certificate.

Rationale: Students in the ICJ MA program have been having significant difficulty and delayed graduation issues because of the lack of space in this class and their inability to register for this (as the CRJ MA program, understandably, prioritizes its students). For the students in the Fall, 2019, and Spring, 2020, faculty recommended that they take ICJ706 as the core course (which is the other core class for the certificate) and three electives from the list of available electives to satisfy the certificate requirements. The program is looking into making this as a permanent requirement/change for all ACTOCS students starting Fall, 2020.

Change #2. Add CRJ784 as an elective for the ACTOCS certificate

Rationale: Students should still be encouraged to take this class should there be space in the class for them to register.

Change #3. Remove CRJ744, CRJ746, and CRJ748 (all Terrorism courses) as Category 2 courses for the ACTOCS certificate

Rationale: Students in the past have attempted many times to double-dip in obtaining both ACTOCS and TERRORISM certificates taking as fewer classes as they can, and satisfying the requirements for both certificates. While this may not necessarily be a problem, these certificates, nevertheless, should be treated as two stand-alone certificates, and not those that complement each other. We also have (potentially two) terrorism classes (ICJ705: Counter-Terrorism and Human Rights) and (ICJ755: Terrorism and Organized Crime) if they want to
take terrorism courses to complete their ACTOCS certificate elective requirements. Importantly, all the above-mentioned terrorism courses as CRJ-prefixed, thus putting students at a similar disadvantage as with CRJ784, albeit, to a lesser extent.

**Change #4: Add ICJ755 (Terrorism and Transnational Crime); and ICJ726 (Drug Trafficking) as new electives for the ACTOCS certificate.**

**ICJ755: Terrorism and Transnational Crime**

This course will explore the intersection of terrorism and transnational crime. Since the 9/11 terrorist attacks in the US, there has been an increasing concern about the convergence of these threats to US national security. The course will examine the role of globalization in the growth of transnational illicit enterprises, the interaction between terrorist and transnational organized crime groups, and the extent to which terrorist groups are engaged in various illicit enterprises. This course will critically examine the nature of the relationship by considering the concepts of terrorism and transnational crime and explore various strategies and instruments of national power to combat and mitigate the threat.

**ICJ726: Drug Trafficking**

This course focuses on drug trafficking, a global illicit trade. It examines trends in the type of drugs produced, manufactured, smuggled, and distributed at the transnational level. It illustrates various macro level factors including social, economic, political, and cultural with a specific focus on the crime opportunity structures that facilitate the drug trafficking business. It will introduce the economic principles of supply and demand, and business management principles in understanding the expanding entrepreneurial clandestine business. While it analyzes the role of criminal organizations and the evolving transnational networks, it will also emphasize the connections with other transnational crimes such as human trafficking and terrorism. Finally, it will review data sources, data analytical methods, and case studies of drug trafficking operations in the search for immediate and long-term counter measures both at national and international levels.

**Rationale:** Both classes are strongly related to transnational organized crime, and will be offered regularly. Importantly, this will give our students a broader range of classes (electives) to choose from.
<table>
<thead>
<tr>
<th><strong>FROM</strong></th>
<th><strong>TO</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>List of Course (Prefix, Number, and Name)</strong></td>
<td><strong>List of Course (Prefix, Number, and Name)</strong></td>
</tr>
<tr>
<td><strong>Requirements for the Degree Program:</strong>&lt;br&gt;<strong>strike through what is to be changed.</strong></td>
<td><strong>Requirements for the Degree Program:</strong>&lt;br&gt;<strong>underline the changes.</strong></td>
</tr>
<tr>
<td><strong>Core Courses (6 credits)</strong></td>
<td><strong>Core Course (3 credits)</strong></td>
</tr>
<tr>
<td>CRJ 784 Organized Crime</td>
<td>ICJ 706 Transnational Crime</td>
</tr>
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<td></td>
</tr>
<tr>
<td><strong>Electives (6 credits)</strong></td>
<td><strong>Electives (9 credits)</strong></td>
</tr>
<tr>
<td><strong>Category 1</strong></td>
<td>ICJ 705: Counter-Terrorism and Human Rights</td>
</tr>
<tr>
<td>Select up to 2 courses:</td>
<td>ICJ 725 Environmental Crime</td>
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<td>ICJ 725 Environmental Crime</td>
<td>ICJ 726 Drug Trafficking</td>
</tr>
<tr>
<td>ICJ 730 Human Trafficking</td>
<td>ICJ 755: Terrorism and Transnational Crime</td>
</tr>
<tr>
<td>ICJ/PAD 762 Corruption and the Global Economy</td>
<td>ICJ/PAD 762 Corruption and the Global Economy</td>
</tr>
<tr>
<td>CRJ 713 White Collar Crime</td>
<td>CRJ 713 White Collar Crime</td>
</tr>
<tr>
<td>CRJ/FCM 727 Cybercriminology</td>
<td>CRJ/FCM 727 Cyber Criminology</td>
</tr>
<tr>
<td><strong>Category 2</strong></td>
<td>CRJ 784 Organized Crime</td>
</tr>
<tr>
<td>Select up to 1 course:</td>
<td></td>
</tr>
<tr>
<td>CRJ 744: Terrorism and Politics</td>
<td></td>
</tr>
<tr>
<td>CRJ 746: Terrorism and Apocalyptic Violence</td>
<td></td>
</tr>
<tr>
<td>CRJ 748: Counter Terrorism Policy For Law Enforcement</td>
<td></td>
</tr>
<tr>
<td>ICJ 705: Counter-Terrorism and Human Rights</td>
<td></td>
</tr>
<tr>
<td><strong>Sub-total: 6 credits</strong></td>
<td><strong>Sub-total: 3 credits</strong></td>
</tr>
<tr>
<td><strong>Electives: 6 credits</strong></td>
<td><strong>Electives: 9 credits</strong></td>
</tr>
<tr>
<td><strong>Total credits required: 12 credits</strong></td>
<td><strong>Total credits required: 12 credits</strong></td>
</tr>
</tbody>
</table>

**Note:** The proposal should show the complete text of existing requirements and of proposed requirements. The State Education Department requires that all program changes include a complete listing of required courses.

**Does this change affect any other program?**  
___ X ___ No  ___ Yes  
If yes, what consultation has taken place?
The following is the revised curriculum for the Forensic Science program leading to the Masters of Science Degree.

Program Name and Degree Awarded: MS in Forensic Science
HEGIS Code: 1999.20
NY State Program Code: 02526
Effective term: Fall 2020

Date of Program Curriculum Committee approval: February 24, 2020
Date of CGS approval: March 11, 2020

Rationale for proposed changes (A): Update wording on specialized content in the degree requirements elective courses section

The old elective list contained courses on topics like fire examination and questioned documents that have not been offered lately. Instead of updating the list with more current examples, we changed the wording to a more general statement. This will allow us to add relevant electives in more specialized areas as needed.

Rationale for proposed changes (B): Addition of Current Trends in Forensic Pathology and Entomology (FOS 762) under highly recommended electives

The current list of available electives for the Masters in Forensic Science does not have a course that provides students with relevant knowledge in forensic pathology and forensic entomology. This course combines both topics to cover subjects like cause and manner of death and post mortem interval. The lecture will be important in allowing students to learn about the history of each field as well as the current methodologies involved in collecting, preserving, and analyzing pathological and entomological evidence. This course also includes a practical field exercise. Overall the class will provide students with the basic knowledge and reasoning skills necessary to understand and integrate pathological and entomological evidence within a forensic context. They will develop their critical thinking skills in order to evaluate past and current research in the field.

The course has been taught as an experimental class (FOS824) the fall of 2018 and 2019, and was approved as a permanent class under the number FOS762. This is a valuable elective and students will benefit from having the option to choose this class.

Rationale for proposed changes (C): Addition of Microscopy, Spectrometry and Diffraction with Electrons in Forensic and Chemical Analysis (FOS 737) under highly recommended electives

The current list of available electives for the Masters in Forensic Science does not have a course that provides students with a class on Microscopy, Spectrometry and Diffraction with Electrons in Forensic and Chemical Analysis. A corresponding course had been developed and was taught on an experimental basis (FOS 832) in fall of 2016. It has since then been approved as a permanent class (FOS 737). This course educates future forensic scientists on the basic theory
and operation of electronic microscopes, which are common modern technologies employed routinely in the current world of nano-technology. This course addresses forensic analysis of sub-micron physical evidence. The interpretation of highly magnified images is based on increased resolution and greater discrimination in sample comparison and requires advanced reasoning and critical thinking skills. Electron based techniques also provide elemental chemical analysis of these very small samples. The exposure of John Jay’s graduate forensic science students to this technology will be invaluable to their overall education and their obtaining of future employment.
Requirements for the Degree Program:
**strike through what is to be changed.**

Degree Requirements:
Program requirements consist of 41-43 credit hours. Core courses provide the student with the knowledge and skills required of crime laboratory analysis; elective courses, coupled with research experience, provide training in more specialized areas such as microspectrophotometry, fire examination, microscopy, forensic anthropology and questioned documents.

All students are required to write a thesis. There are no alternatives.

Required Courses (27 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 706</td>
<td>Physical and Biological Evidence</td>
<td>3</td>
</tr>
<tr>
<td>FOS 707</td>
<td>Principles of Forensic Toxicology</td>
<td>3</td>
</tr>
<tr>
<td>FOS 710</td>
<td>Advanced Criminalistics I</td>
<td>5</td>
</tr>
<tr>
<td>FOS 721</td>
<td>Instrumental Analysis I</td>
<td>5</td>
</tr>
<tr>
<td>FOS 722</td>
<td>Instrumental Analysis II</td>
<td>5</td>
</tr>
<tr>
<td>FOS 730</td>
<td>Forensic DNA Technology</td>
<td>3</td>
</tr>
<tr>
<td>FOS 795</td>
<td>Thesis Prospectus I</td>
<td>1</td>
</tr>
<tr>
<td>FOS 796</td>
<td>Thesis Prospectus II</td>
<td>1</td>
</tr>
<tr>
<td>FOS 797</td>
<td>Thesis Prospectus III</td>
<td>1</td>
</tr>
</tbody>
</table>

FOS 730: Not required for students in the Molecular Biology specialization.

Required Courses for the Criminalistics Specialty (8 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 711</td>
<td>Advanced Criminalistics II</td>
<td>5</td>
</tr>
</tbody>
</table>

Select one of the following:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 717</td>
<td>Organic Compound Structure Determination</td>
<td>3</td>
</tr>
<tr>
<td>FOS 735</td>
<td>Advanced Topics in Physical Science</td>
<td>3</td>
</tr>
<tr>
<td>FOS 736</td>
<td>Forensic Examination of Firearms and Toolmarks</td>
<td>3</td>
</tr>
</tbody>
</table>

Required Courses for the Molecular Biology Specialty (13 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 704</td>
<td>Advanced Genetics</td>
<td>3</td>
</tr>
<tr>
<td>FOS 732</td>
<td>Advanced Molecular Biology I</td>
<td>5</td>
</tr>
<tr>
<td>FOS 733</td>
<td>Advanced Molecular Biology II</td>
<td>5</td>
</tr>
</tbody>
</table>

Required Courses for the Forensic Toxicology Specialty (10 credits)

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 725</td>
<td>Forensic Toxicology I</td>
<td>5</td>
</tr>
<tr>
<td>Course Code</td>
<td>Course Title</td>
<td>Credits</td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>FOS 725</td>
<td>Forensic Toxicology I</td>
<td>5</td>
</tr>
<tr>
<td>FOS 726</td>
<td>Forensic Toxicology II</td>
<td>5</td>
</tr>
<tr>
<td>FOS 705</td>
<td>Mathematical Statistics for Forensic Scientist</td>
<td>3</td>
</tr>
<tr>
<td>FOS 717</td>
<td>Organic Compound Structure Determination</td>
<td>3</td>
</tr>
<tr>
<td>FOS 735</td>
<td>Advanced Topics in Physical Science</td>
<td>3</td>
</tr>
<tr>
<td>FOS 736</td>
<td>Forensic Examination of Firearms and Toolmarks</td>
<td>3</td>
</tr>
<tr>
<td>FOS 760</td>
<td>Scientific Evidence, Expert Testimony and Ethics for Research and Forensic Scientists</td>
<td>3</td>
</tr>
<tr>
<td>FOS 761</td>
<td>Forensic Anthropology: Osteological &amp; Genetic Identification</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 708</td>
<td>Law, Evidence, and Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Highly Recommended Electives for All Specialties (6 credits)**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>FOS 726</td>
<td>Forensic Toxicology II</td>
<td>5</td>
</tr>
<tr>
<td>FOS 705</td>
<td>Mathematical Statistics for Forensic Scientist</td>
<td>3</td>
</tr>
<tr>
<td>FOS 717</td>
<td>Organic Compound Structure Determination</td>
<td>3</td>
</tr>
<tr>
<td>FOS 735</td>
<td>Advanced Topics in Physical Science</td>
<td>3</td>
</tr>
<tr>
<td>FOS 736</td>
<td>Forensic Examination of Firearms and Toolmarks</td>
<td>3</td>
</tr>
<tr>
<td>FOS 737</td>
<td>Microscopy, Spectrometry, and Diffraction with Electrons in Forensic and Chemical Analysis</td>
<td>3</td>
</tr>
<tr>
<td>FOS 760</td>
<td>Scientific Evidence, Expert Testimony and Ethics for Research and Forensic Scientists</td>
<td>3</td>
</tr>
<tr>
<td>FOS 761</td>
<td>Forensic Anthropology: Osteological &amp; Genetic Identification</td>
<td>3</td>
</tr>
<tr>
<td>FOS 762</td>
<td>Current Trends in Forensic Pathology and Entomology</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 708</td>
<td>Law, Evidence, and Ethics</td>
<td>3</td>
</tr>
</tbody>
</table>

**Sub-total: 35-37**
**Electives: 6**
**Total credits required: 41-43**

Note: The proposal should show the complete text of existing requirements and of proposed requirements. The State Education Department requires that all program changes include a complete listing of required courses.

**Does this change affect any other program?**

___x___ No  ____ Yes

If yes, what consultation has taken place?
**JOHN JAY COLLEGE OF CRIMINAL JUSTICE**
The City University of New York

**PROPOSED CHANGES TO A DEGREE PROGRAM**

**Program Name and Degree Awarded:** Master of Arts in Human Rights  
**HEGIS Code:** 2299  
**NY State Program Code:** 38851  
**Effective term:** Fall 2020

**Date of Program Approval:** 3/3/20  
**Date of CGS approval:** 3/11/20

**Rationale for proposed changes:**

A growing number of students are enrolling in the Human Rights MA. After launching the program with roughly 14 students in fall 2018, the Human Rights MA currently has 57 students (per the January 2020 enrollment count). The rapid expansion of our program has resulted in a need to expand our course offerings. Many students are requesting to be allowed to take courses in the International Criminal Justice and Criminal Justice programs, as these programs’ courses dovetail seamlessly with our Human Rights course offerings. Our program wishes to reduce barriers to enrolling in a greater number of courses and increase access to and awareness of courses that correspond to the themes, topics, and methodologies of human rights studies-based courses. We also wish to reduce the administrative burden on the Human Rights MA director and the directors of the International Criminal Justice and Criminal Justice programs, who must complete paperwork to allow a student to enroll in a course outside of the degree program. With this expansion of course offerings, greater numbers of students will be able to choose from twenty-one electives that they can use to complete their degree requirements (an additional eight electives). Students will have more options to choose from and will also have a greater variety and greater degree of flexibility offered to them as these additional courses often offer online options and are offered multiple semesters per year (while many Human Rights MA courses are only offered one semester per year). This means our students can advance toward degree completion more efficiently. Overall, we believe adding these eight additional electives (six ICJ courses and 2 CRJ courses) will contribute to our MA students’ success.

We have sought—and have received—approval for including the below listed six ICJ courses and 2 CRJ courses (with the explicit agreement with the CRJ department that students will be informed that they are not guaranteed access to those courses, nor may they find room in the courses if/when they are offered).
List of Course (Prefix, Number, and Name).

Requirements for the Degree Program:
**strike through what is to be changed.

Degree Requirements

The Master of Arts in Human Rights consists of 36 credits. Students should be able to complete the course of study in two years of full-time study or four years of part-time study.

The program culminates for all students in HR 750: Advanced Seminar in Human Rights, in which students participate in collaborative research and advocacy with a human rights organization serving as a client, and produce a value added original policy paper to serve the organization's needs. Students also have the option of engaging in an internship or, those with overall GPAs of 3.5 or higher and an A- or better in ICJ 715, may write a thesis with the approval of the program director. Internships and theses can count toward elective credit.

Core Requirements (24 credits)

HR 700 Introduction to Human Rights
HR 701 International Human Rights: Organizations and Institutions
HR 702 Human Rights: International and Domestic Legal Frameworks
ICJ 703 International Criminal Law
HR 705 Philosophy of Human Rights
HR 706 Human Rights Advocacy and Activism
ICJ 715 Applied Research Methods in International Crime and Justice
HR 750 Advanced Seminar in Human Rights

Electives (12 credits)

Select four courses:
HR 711 Human Rights and Humanitarianism
HR 712 Civil and Political Rights and Civil Liberties
HR 713 Economic, Social and Cultural Rights
HR 714 Human Rights and Corporate Social Responsibilities
HR 718 Health as a Human Right
PAD 732 The Independent Sector: Contemporary Issues in Nonprofits and Philanthropy
CRJ 765 Social Movements, Revolution, and Terrorism
CRJ 778 Victimology
PSY 705 Victimology
CRJ 754/PAD 754 Investigative Techniques
FOS 761 Forensic Anthropology: Osteological & Genetic Identification
PAD 718 International Public Policy and Administration

Requirements for the Degree Program:
**underline the changes.

Degree Requirements

The Master of Arts in Human Rights consists of 36 credits. Students should be able to complete the course of study in two years of full-time study or four years of part-time study.

The program culminates for all students in HR 750: Advanced Seminar in Human Rights, in which students participate in collaborative research and advocacy with a human rights organization serving as a client, and produce a value added original policy paper to serve the organization's needs. Students also have the option of engaging in an internship or, those with overall GPAs of 3.5 or higher and an A- or better in ICJ 715, may write a thesis with the approval of the program director. Internships and theses can count toward elective credit.

Core Requirements (24 credits)

HR 700 Introduction to Human Rights
HR 701 International Human Rights: Organizations and Institutions
HR 702 Human Rights: International and Domestic Legal Frameworks
ICJ 703 International Criminal Law
HR 705 Philosophy of Human Rights
HR 706 Human Rights Advocacy and Activism
ICJ 715 Applied Research Methods in International Crime and Justice
HR 750 Advanced Seminar in Human Rights

Electives (12 credits)

Select four courses:
HR 711 Human Rights and Humanitarianism
HR 712 Civil and Political Rights and Civil Liberties
HR 713 Economic, Social and Cultural Rights
HR 714 Human Rights and Corporate Social Responsibilities
HR 718 Health as a Human Right
PAD 732 The Independent Sector: Contemporary Issues in Nonprofits and Philanthropy
CRJ 765 Social Movements, Revolution, and Terrorism
CRJ 778 Victimology
PSY 705 Victimology
CRJ 754/PAD 754 Investigative Techniques
FOS 761 Forensic Anthropology: Osteological & Genetic Identification
PAD 718 International Public Policy and Administration
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR 780</td>
<td>Internship in Human Rights</td>
</tr>
<tr>
<td>ICJ 703</td>
<td>International Criminal Law</td>
</tr>
<tr>
<td>ICJ 704</td>
<td>Crime, Justice, and Cultural Struggles</td>
</tr>
<tr>
<td>ICJ 705</td>
<td>Human Rights and Counterterrorism</td>
</tr>
<tr>
<td>ICJ 706</td>
<td>Transnational Crime</td>
</tr>
<tr>
<td>ICJ 715</td>
<td>Applied Research Methods in International Crime</td>
</tr>
<tr>
<td>ICJ 730</td>
<td>Human Trafficking</td>
</tr>
<tr>
<td>CRJ 744</td>
<td>Terrorism and Politics</td>
</tr>
<tr>
<td>CRJ 784</td>
<td>Organized Crime</td>
</tr>
</tbody>
</table>

**Note:** The proposal should show the complete text of existing requirements and of proposed requirements. The State Education Department requires that all program changes include a complete listing of required courses.

**Does this change affect any other program?**

___ No ___X___ Yes

If yes, what consultation has taken place?

As mentioned above, the HR MA program received approval for including the ICJ courses and 2 CRJ courses in the list of HR electives. Given the demand for CRJ courses, HR MA students will be informed that they are not guaranteed access to those courses, nor may they find room in the courses if/when they are offered.
PROPOSED CHANGES TO A DEGREE PROGRAM

Program Name and Degree Awarded: Master of Public Administration – Public Policy and Administration

HEGIS Code: 2102
NY State Program Code: 02533
Effective term: Fall 2020

Date of Program Approval: 12/12/19
Date of CGS approval: 3/11/20

Rationale for proposed changes:

The MPA Program requests to remove the Court Administration specialization effective spring 2020. The MPA core faculty voted unanimously to eliminate the Court Administration specialization on December 12, 2019. This streamlining decision was based on student demands, market analysis, and faculty expertise.

Court Administration specialization students account for .02% of the MPA Public Policy and Administration cohort. Moreover, there is only one required course (PAD 760) for this specialization. Elimination of this specialization does not impact any other courses within the program.

As per the Network of Schools of Public Administration and Affairs (NASPAA) accreditation requirements, removing the Court Administration specialization will help the program to maintain the required 50% faculty coverage on MPA courses.

Lastly, retaining the specialization risks having students fail to graduate because too few students register for the specialization-required course to actually offer the course.
**Requirements for the Degree Program:**

**strikethrough what is to be changed.**

The MPA-PPA program at John Jay College of Criminal Justice equips future public servants with the knowledge, skills, and leadership experiences necessary for the advancement of integrity, accountability, inclusiveness, and justice in society and governance. The program celebrates the diversity of our students, including those underrepresented in the leadership of public service.

Specializations in the program are offered in the following fields:

- Court Administration
- Criminal Justice Policy and Administration
- Emergency Management
- Human Resources Management
- Law and Public Management
- Management and Operation
- Public Policy Analysis
- Urban Affairs

This program may also be completed fully online.

Degree Requirements

Students enrolled in the Master of Public Administration Program in Public Policy and Administration are required to complete 42 course credits. Students are also required to pass the MPA qualifying examination (MPAQE), which is administered as a part of PAD 700. Complete information about the MPAQE is found at the John Jay College website http://www.jjay.cuny.edu/mpa-qualifying-exam-student-guide.

Students are advised to complete PAD 700 and the two other core foundation courses, PAD 702 and PAD 705, within the first 15 credits of matriculation. Failure to complete program requirements or admission conditions on a timely basis may result in a student not being permitted to register for future classes without the explicit permission of the program director.

Additional information. Students, who enroll for the first time at the College in September 2011 or thereafter, must complete the program in the form presented here. Students who enrolled prior to that date and have consistently maintained matriculation, may choose the form shown here or the version of the program in place at their time of enrollment.

**Required Courses (21 credits)**
<table>
<thead>
<tr>
<th>Required Courses (21 credits)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 700  Public Administration</td>
<td>3</td>
</tr>
<tr>
<td>PAD 702  Human Resources Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 704  Economics for Public Administrators</td>
<td>3</td>
</tr>
<tr>
<td>PAD 705  Organization Theory and Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 739  Policy Analysis</td>
<td>3</td>
</tr>
<tr>
<td>PAD 743  Public Sector Financial Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 771  Capstone Seminar</td>
<td>3</td>
</tr>
</tbody>
</table>

PAD 704: Students who have completed three courses in economics with a grade of B or better at the undergraduate or graduate level may request a waiver of PAD 704 from the program director. A course cannot be used to satisfy both a core course requirement and a specialization requirement.

Research Methods and Quantitative Skills (6 credits)

The student must complete a course from each of the following two categories:

**Research Methods**

<table>
<thead>
<tr>
<th>Course</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 715</td>
<td>Research Methods in Public Administration 3</td>
</tr>
</tbody>
</table>

**Quantitative Methods and Information Management**

Select one of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 713</td>
<td>Management of Information Technology 3</td>
</tr>
<tr>
<td>PAD 745</td>
<td>Program Development and Evaluation 3</td>
</tr>
<tr>
<td>PAD 747/CRJ 747</td>
<td>Computer Applications in Public Policy and Management 3</td>
</tr>
<tr>
<td>PAD 770</td>
<td>Cases and Techniques in Quantitative Policy Analysis 3</td>
</tr>
</tbody>
</table>

PAD 713, PAD 747, PAD 770: There is no prerequisite for PAD 747 or PAD 713. However, computer skills and experience are assumed for both these courses. Students who need additional computer skills will be directed by the program director to other places in the College where skills may be obtained. PAD 715 is a prerequisite for PAD 745 and PAD 770. Students with 12 undergraduate credits in computer courses may request a waiver of the Quantitative Methods and Information Management requirement. A student may not use a course completed to fulfill this section to satisfy requirements in specialization and elective courses.

Specialization (9 credits)

A three-course specialization is required. Students should declare a specialization upon the completion of 12 credits. Except where otherwise noted, students must complete a specialization by completing three courses designated for the specialization including each course designated as required.

<table>
<thead>
<tr>
<th>Course</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 780</td>
<td>Internship</td>
</tr>
<tr>
<td>PAD 755/CRJ 755</td>
<td>Writing for</td>
</tr>
</tbody>
</table>

PAD 704: Students who have completed three courses in economics with a grade of B or better at the undergraduate level may request a waiver of PAD 704 from the program advisor or director. If granted, the student must replace the waived course by taking a 3-credit PAD course.

Research Methods and Quantitative Skills (6 credits)

The student must complete a course from each of the following two categories:

**Research Methods**

<table>
<thead>
<tr>
<th>Course</th>
<th>Department</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 715</td>
<td>Research Methods in Public Administration 3</td>
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</tbody>
</table>

**Quantitative Methods and Information Management**

Select one of the following courses:

<table>
<thead>
<tr>
<th>Course</th>
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</tr>
</thead>
<tbody>
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</tbody>
</table>

PAD 713, PAD 747, PAD 770: There is no prerequisite for PAD 747 or PAD 713. However, computer skills and experience are assumed for both these courses. Students who need additional computer skills will be directed by the program director to other places in the College where skills may be obtained. PAD 715 is a prerequisite for PAD 745 and PAD 770. Students with 12 undergraduate credits in computer courses may request a waiver of the Quantitative Methods and Information Management requirement. If granted, the student must replace the waived course by taking a 3-credit PAD course. A student may not use a course completed to fulfill this section to satisfy requirements in specialization and elective courses.

Specialization (9 credits)

A three-course specialization is required. Students should declare a specialization upon the completion of 12 credits. Except where otherwise noted, students must complete a specialization by completing three courses designated for the specialization including each course designated as required.
Dual specializations are permissible if the student has fulfilled the requirements of both specializations. One course can count as an elective for two specializations with approval from the program director.

**Court Administration**

This specialization prepares students for responsibilities involving policy making and administration in the courts. Additional materials on the specialization are available from the specialization coordinator.

**Required Course**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 760</td>
<td>Court Administration</td>
<td>3</td>
</tr>
</tbody>
</table>

**Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 735</td>
<td>Prosecuting Crime</td>
<td>3</td>
</tr>
<tr>
<td>PAD 710</td>
<td>The Ethical and Legal Environment of Public Employment</td>
<td>3</td>
</tr>
<tr>
<td>PAD 713</td>
<td>Management of Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>PAD 726</td>
<td>The Politics and Process of Outsourcing</td>
<td>3</td>
</tr>
<tr>
<td>PAD 741</td>
<td>Administrative Law and Regulation</td>
<td>3</td>
</tr>
<tr>
<td>PAD 745</td>
<td>Program Development and Evaluation</td>
<td>3</td>
</tr>
<tr>
<td>PAD 758</td>
<td>Ethics, Integrity and Accountability</td>
<td>3</td>
</tr>
<tr>
<td>PAD 761</td>
<td>Contemporary Issues in Court Administration</td>
<td>3</td>
</tr>
</tbody>
</table>

Students may also fulfill requirements for this specialization with 6 credits of law courses in civil and criminal procedures.

**Criminal Justice Policy and Administration**

This specialization prepares students for responsibilities involving policy making and administration in criminal justice agencies. Additional materials on the specialization are available from the specialization coordinator.

**Required Courses**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 730</td>
<td>Policy Analysis in Criminal Justice</td>
<td>3</td>
</tr>
<tr>
<td>PAD 719</td>
<td>Delivery Systems in Justice and Urban Services Systems</td>
<td>3</td>
</tr>
</tbody>
</table>

*CRJ 730: PAD 715 or CRJ 715 is a prerequisite.*

**Electives**

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CRJ 704</td>
<td>Probation and Parole: Theory and Practice</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 728</td>
<td>Critical Issues in Corrections</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 736</td>
<td>Seminar in Civil Rights and Civil Liberties</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 741</td>
<td>An Economic Analysis of Crime</td>
<td>3</td>
</tr>
<tr>
<td>PAD 750</td>
<td>Security of Information Technology</td>
<td>3</td>
</tr>
<tr>
<td>CRJ 757</td>
<td>Police and the Community</td>
<td>3</td>
</tr>
</tbody>
</table>

Two additional courses are to be selected from the above list or from any of the specialization courses in the MPA in Public Policy and Administration Program, the MPA in Inspection and Oversight Program, or from any of the courses listed under specializations in the Master of Arts in Criminal Justice Program.

**Emergency Management**

This specialization prepares students for careers in emergency management. The concentration is designed to emphasize technology and business continuity planning.
CRJ 761 Youth Crime and Delinquency Control 3
PMT 711 Introduction to Emergency Management 3
PMT 781 Risk Analysis and Loss Prevention 3
PAD 726 The Politics and Process of Outsourcing 3
PAD 745 Program Development and Evaluation 3
PAD 758 Ethics, Integrity and Accountability 3
PAD 760 Court Administration 3
PAD 770 Cases and Techniques in Quantitative Policy Analysis 3

Two additional courses are to be selected from the above list or from any of the specialization courses in the MPA in Public Policy and Administration Program, the MPA in Inspection and Oversight Program, or from any of the courses listed under specializations in the Master of Arts in Criminal Justice Program.

### Emergency Management

This specialization prepares students for careers in emergency management. The concentration is designed to emphasize technology and business continuity planning, building design issues and terrorism. The specialization has three required courses.

#### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMT 711</td>
<td>Introduction to Emergency Management</td>
<td>3</td>
</tr>
<tr>
<td>PMT 760</td>
<td>Emergency Management: Mitigation and Recovery</td>
<td>3</td>
</tr>
<tr>
<td>PMT 763</td>
<td>Emergency Management: Preparedness</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Electives

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMT 703</td>
<td>Analysis of Building and Fire Codes</td>
<td>3</td>
</tr>
<tr>
<td>PMT 712</td>
<td>Theory and Design of Fire Protection Systems</td>
<td>3</td>
</tr>
<tr>
<td>PMT 751</td>
<td>Contemporary Fire Protection Issues</td>
<td>3</td>
</tr>
<tr>
<td>PMT 761</td>
<td>Technology in Emergency Management</td>
<td>3</td>
</tr>
<tr>
<td>PMT 762</td>
<td>Business Continuity Planning</td>
<td>3</td>
</tr>
<tr>
<td>PMT 781</td>
<td>Risk Analysis and Loss Prevention</td>
<td>3</td>
</tr>
<tr>
<td>PAD 726</td>
<td>The Politics and Process of Outsourcing</td>
<td>3</td>
</tr>
<tr>
<td>PAD 748</td>
<td>Project Management</td>
<td>3</td>
</tr>
<tr>
<td>PAD 758</td>
<td>Ethics, Integrity and Accountability</td>
<td>3</td>
</tr>
</tbody>
</table>

### Human Resources Management

This specialization prepares students to assume supervisory and administrative responsibilities involving personnel management. The specialization has two required courses.

#### Required Courses

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 703</td>
<td>Techniques and Tools of Human Resources Administration</td>
<td>3</td>
</tr>
<tr>
<td>PAD 707</td>
<td>Managing People: A Human Resources Perspective</td>
<td>3</td>
</tr>
</tbody>
</table>

#### Electives

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PAD 708</td>
<td>Human Resources and Labor in the Public Sector</td>
<td>3</td>
</tr>
<tr>
<td>PAD 710</td>
<td>The Ethical and Legal Environment of Public Employment</td>
<td>3</td>
</tr>
<tr>
<td>PAD 723</td>
<td>Assessments, Audits and Investigations in Human Resources</td>
<td>3</td>
</tr>
<tr>
<td>PAD 726</td>
<td>The Politics and Process of Outsourcing</td>
<td>3</td>
</tr>
</tbody>
</table>

### Law and Public Management

Students enrolled in the MPA program in Public Policy and Administration may complete the Law and Public Management specialization by completing three courses at the CUNY Law School. Students should contact the specialization advisor for guidance and assistance.

Students may also complete this specialization while attending law school. Students must apply to, and be accepted at, law school while enrolled in the MPA Program in Public Policy and Administration, and complete their specialization while attending law school. Subject to the...
Electives
PAD 708 Human Resources and Labor in the Public Sector 3
PAD 710 The Ethical and Legal Environment of Public Employment 3
PAD 723 Assessments, Audits and Investigations in Human Resources 3
PAD 726 The Politics and Process of Outsourcing 3

Law and Public Management

Students enrolled in the MPA program in Public Policy and Administration may complete the Law and Public Management specialization by completing three courses at the CUNY Law School. Students should contact the specialization advisor for guidance and assistance.

Students may also complete this specialization while attending law school. Students must apply to, and be accepted at, law school while enrolled in the MPA Program in Public Policy and Administration, and complete their specialization while attending law school. Subject to the approval of the program director, 9 credits of law courses concerning legal research, civil and criminal procedure, and public institutions and the law, may be transferred for credit. Students must also pass the MPA Qualifying Examination and the Capstone Course and fulfill remaining requirements for the MPA degree. Students who have completed coursework in law school prior to enrollment in the MPA Program in Public Policy and Administration may apply to the program director to transfer up to 12 credits from law school toward this concentration.

Courses in this specialization may be taken at CUNY Law School or at other law schools offering comparable courses.

Management and Operations

This concentration prepares students to assume supervisory and managerial responsibilities in operational services. Additional materials for this specialization are available from the specialization coordinator.

Required Courses
PAD 712 Management Systems and Techniques in the Public Sector 3
PAD 714 Organizational Performance Assessment 3

Electives
PAD 713 Management of Information Technology 3
PAD 716 Cases in Productive Public Management 3
PAD 718 International Public Policy and Administration 3

Public Policy Analysis

This specialization provides students with the opportunity to develop their skills in policy analysis and evaluation by examining analytical techniques, substantive policy issues and their impacts.

Required Courses
PAD 756 Tools and Techniques of Policy Analysis 3
PAD 745 Program Development and Evaluation 3

Electives
PAD 718 International Public Policy and Administration 3
PAD 730 Policy Analysis in Criminal Justice 3
### Public Policy Analysis

This specialization provides students with the opportunity to develop their skills in policy analysis and evaluation by examining analytical techniques, substantive policy issues and their impacts.

**Required Courses**
- PAD 756 Tools and Techniques of Policy Analysis 3
- PAD 745 Program Development and Evaluation 3

**Electives**
- PAD 718 International Public Policy and Administration 3
- PAD 730 Policy Analysis in Criminal Justice 3
- PAD 740 Public Sector Inspection and Oversight 3
- PAD 747/CRJ 747 Computer Applications in Public Policy and Management 3
- PAD 756 Tools and Techniques of Policy Analysis 3
- PAD 770 Cases and Techniques in Quantitative Policy Analysis 3
- PMT 715 Analytical Methods in Protection Management 3
- CRJ 741 An Economic Analysis of Crime 3
- CRJU 88100 Criminology and Public Policy 3
- CRJU 84100 Advanced Policy Analysis 3
- CRJU 88100, CRJU 84100: Requires Permission of the CUNY PhD Program in Criminal Justice.

### Urban Affairs

The three courses in this specialization are taken at the Department of Urban Affairs and Planning at Hunter College, City University of New York. Courses should be selected in consultation with the specialization advisor. The Urban Affairs courses at Hunter College cover topics such as urban development, social and economic analysis and problem solving in urban and community settings.

**Free Electives (6 credits)**

Students must select two elective courses from any MPA offering.

*A course cannot be used to satisfy both a core course requirement and a specialization requirement.*
Note: The proposal should show the complete text of existing requirements and of proposed requirements. The State Education Department requires that all program changes include a complete listing of required courses.

**Does this change affect any other program?**

X  No  _____ Yes

If yes, what consultation has taken place?
When completed and approved by the appropriate Graduate Program, this proposal should be submitted to the Office of Graduate and Professional Studies for the consideration of the Committee on Graduate Studies. The proposal form, along with a syllabus and bibliography, should be submitted via email as a single attachment to the Associate Dean of Graduate Studies at rmeeks@jjay.cuny.edu.

Date of CGS Approval: 2/11/2020

1. Contact information of proposer(s):

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Email(s)</th>
<th>Phone number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charlotte Walker-Said</td>
<td><a href="mailto:cwalker-said@jjay.cuny.edu">cwalker-said@jjay.cuny.edu</a></td>
<td>212-237-8758</td>
</tr>
</tbody>
</table>

2. Course details:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Human Rights MA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Prefix &amp; Number</td>
<td>HR 794</td>
</tr>
<tr>
<td>Course Title</td>
<td>Independent Study in Human Rights</td>
</tr>
<tr>
<td>Catalog Description</td>
<td>Students may enroll in an independent study under the direction of a faculty mentor. Students must complete the Independent Study Request Form, available on the Jay Stop website, and secure the appropriate signatures.</td>
</tr>
<tr>
<td>Prerequisites (specify which are pre, co, or both)</td>
<td>Permission of instructor</td>
</tr>
<tr>
<td>Credits</td>
<td>3</td>
</tr>
<tr>
<td>Contact Hours (per week)</td>
<td>3</td>
</tr>
<tr>
<td>Lab Hours</td>
<td>0</td>
</tr>
</tbody>
</table>

3. Rationale for the course (will be submitted to CUNY in the Chancellor’s Report). Why should this program offer this course? (Explain briefly, 1-3 paragraphs).

This course will allow students in the Human Rights MA program to pursue independent research on a topic of their choosing under the guidance of a full-time faculty member.

4. Degree requirements satisfied by the course:
Elective for the Human Rights MA program.

5. **Has this course been taught on an experimental basis?**

   Yes ______ No ___X____

   If yes, please provide the following:
   I. Semester(s) and Year(s):
   II. Teacher(s):
   III. Enrollment(s):
   IV. Prerequisite(s):

6. **Learning Outcomes:**
   a. What will students be able to demonstrate knowledge or understanding of or be able to do by the end of the course?

   - Identify a project for independent research
   - Produce a high-quality research product addressing that project
   - Find, analyze, evaluate, select and integrate information using various sources, including from diverse fields of knowledge that address human rights, and from critical judgements of human rights as politics, law, philosophy, and practice
   - Can conduct substantive argumentation based on critical analysis of works from various fields of knowledge relevant to human rights

7. **Proposed texts and supplementary readings** (including ISBNs):

   Will vary by topic.

   **Library resources for this course:** Please consult with a member of the Library faculty before completing the following sections of this question. Please provide the name of the Librarian consulted below.

   N/A

8. **Identify and assess the adequacy of available library resources**

   a. **Databases**

   The library contains a strong and rich collection in international criminal justice topics, and our librarians have compiled a wonderful online guide to International Criminal Justice resources at [http://guides.lib.jjay.cuny.edu/c.php?g=288352&p=1922621](http://guides.lib.jjay.cuny.edu/c.php?g=288352&p=1922621).

   b. **Books, Journals and eJournals**

   The library contains a strong and rich collection in international criminal justice topics, both electronic and in its stacks.
9. Identify recommended additional library resources

None

10. Estimate the cost of recommended additional library resources (For new courses and programs):

11. Please list any specific bibliographic indices/databases to which students will be directed for this course. (Please check the list of databases licensed by the library before answering this question).

Specific databases may vary by topic, but the library has access to all major criminal justice databases.

12. Are current College resources (e.g. Computer labs, facilities, equipment) adequate to support this course?

Yes _____ X ______ No ________________

If no, what resources will be needed? With whom have these resource needs been discussed?

13. Proposed instructors:

Will vary by topic.

14. Other resources needed to offer this course:

None.

15. If the subject matter of the proposed course may conflict with existing or proposed courses in other programs, indicate action taken:

N/A

16. Syllabus

N/A. The course of study for each independent study will be developed by the student and faculty member together.
JOHN JAY COLLEGE OF CRIMINAL JUSTICE  
The City University of New York

PROPOSAL FOR A NEW GRADUATE COURSE

When completed and approved by the appropriate Graduate Program, this proposal should be submitted to the Office of Graduate and Professional Studies for the consideration of the Committee on Graduate Studies. The proposal form, along with a syllabus and bibliography, should be submitted via email as a single attachment to the Associate Dean of Graduate Studies at rmeeks@jjay.cuny.edu.

Date of CGS Approval: 2/11/2020

1. Contact information of proposer(s):

<table>
<thead>
<tr>
<th>Name(s)</th>
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<th>Phone number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charlotte Walker-Said</td>
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<td>212-237-8758</td>
</tr>
</tbody>
</table>

2. Course details:

<table>
<thead>
<tr>
<th>Program Name</th>
<th>Human Rights MA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Prefix &amp; Number</td>
<td>HR 798</td>
</tr>
<tr>
<td>Course Title</td>
<td>Faculty-Mentored Research in Human Rights</td>
</tr>
<tr>
<td>Catalog Description</td>
<td>A Faculty-Mentored Research Course is a 3-credit course for which a minimum of three (3) students have registered and which is taught by a full-time faculty member. Students may be engaged in individual research projects or a single research project, and must be conducting this research under the guidance and direction of the faculty member teaching the course. These may be major thesis projects, fieldwork projects, or faculty-research projects in which students are research assistants.</td>
</tr>
<tr>
<td>Prerequisites</td>
<td>Permission of instructor</td>
</tr>
<tr>
<td>Credits</td>
<td>3</td>
</tr>
<tr>
<td>Contact Hours (per week)</td>
<td>3</td>
</tr>
<tr>
<td>Workload Credit</td>
<td>1.5</td>
</tr>
<tr>
<td>Effective Date</td>
<td>Fall 2020</td>
</tr>
</tbody>
</table>

3. Rationale for the course (will be submitted to CUNY in the Chancellor’s Report). Why should this program offer this course? (Explain briefly, 1-3 paragraphs).
The updated college policy on independent studies effective August 27, 2015 introduced Faculty-Mentored Research courses. These 3-credit courses permit a minimum of 3 students to engage in individual or group research under the guidance of a full-time faculty member. Faculty teaching mentored research courses receive 1.5 workload credits.

This proposal creates a permanent graduate-level number for Faculty Mentored Research courses for the Human Rights MA program to schedule non-experimentally when appropriate.

4. **Degree requirements satisfied by the course:**

Elective for the Human Rights MA program.

5. **Has this course been taught on an experimental basis?**

   Yes ______ No ___X____

   If yes, please provide the following:
   I. Semester(s) and Year(s):
   II. Teacher(s):
   III. Enrollment(s):
   IV. Prerequisite(s):

6. **Learning Outcomes:**

   a. What will students be able to demonstrate knowledge or understanding of or be able to do by the end of the course?

   1) draw on more than one disciplinary perspective in approach to chosen area of study.
   2) express ideas clearly and complexly in one or more chosen media.
   3) recognize and articulate meaningful questions regarding human rights challenges, philosophy, and law in the chosen area of study.
   4) Demonstrate a knowledge of the basic content and methods of the area of concentration chosen by the student.

7. **Proposed texts and supplementary readings** (including ISBNs):

   Will vary by topic.

**Library resources for this course:** Please consult with a member of the Library faculty before completing the following sections of this question. Please provide the name of the Librarian consulted below.

   N/A

8. **Identify and assess the adequacy of available library resources**

   a. **Databases**
The library contains a strong and rich collection in international criminal justice topics, and our librarians have compiled a wonderful online guide to International Criminal Justice resources at http://guides.lib.jjay.cuny.edu/c.php?g=288352&p=1922621.

b. Books, Journals and eJournals

The library contains a strong and rich collection in international criminal justice topics, both electronic and in its stacks.

9. Identify recommended additional library resources

None

10. Estimate the cost of recommended additional library resources (For new courses and programs):

11. Please list any specific bibliographic indices/databases to which students will be directed for this course. (Please check the list of databases licensed by the library before answering this question).

Specific databases may vary by topic, but the library has access to all major criminal justice databases.

12. Are current College resources (e.g. Computer labs, facilities, equipment) adequate to support this course?

Yes _____X_______ No ______________

If no, what resources will be needed? With whom have these resource needs been discussed?

13. Proposed instructors:

Will vary by topic.

14. Other resources needed to offer this course:

None.

15. If the subject matter of the proposed course may conflict with existing or proposed courses in other programs, indicate action taken:

N/A

16. Syllabus

N/A.
John Jay College of Criminal Justice  
The City University of New York

Change in Existing Graduate Course

This form should be used for revisions to course titles, prefixes/numbers, descriptions, and/or prerequisites. For small course content changes please also submit a syllabus. For significant content changes, a New Course Proposal form may be required instead. Please email the completed form to the Associate Dean of Graduate Studies at rmeeks@jjay.cuny.edu.

Date of Program Approval: 01/31/2020  
Date of CGS Approval: 2/11/2020

1. Contact information of proposer(s):

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Email(s)</th>
<th>Phone number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gohar A Petrossian</td>
<td><a href="mailto:gpetrossian@jjay.cuny.edu">gpetrossian@jjay.cuny.edu</a></td>
<td>212-393-6409</td>
</tr>
</tbody>
</table>

2. Proposed changes. Please complete the entire “FROM” column. Only complete the proposed changes in the “TO” column.

<table>
<thead>
<tr>
<th>FROM (strike through changes)</th>
<th>TO (underline changes)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program</strong></td>
<td><strong>Program</strong></td>
</tr>
<tr>
<td>International Crime and Justice MA</td>
<td>Course</td>
</tr>
<tr>
<td><strong>Course</strong></td>
<td><strong>Course</strong></td>
</tr>
<tr>
<td>ICJ726 Drug Trafficking</td>
<td>Course</td>
</tr>
<tr>
<td><strong>Pre- and/or Corequisites</strong></td>
<td><strong>Pre- and/or Corequisites</strong></td>
</tr>
<tr>
<td>(specify which are pre, co, or both)</td>
<td>(specify which are pre, co, or both)</td>
</tr>
<tr>
<td>Pre-requisites: ICJ700, ICJ715</td>
<td>Pre-requisites: None</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td><strong>Hours</strong></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Credits</strong></td>
<td><strong>Credits</strong></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td><strong>Description</strong></td>
</tr>
<tr>
<td>This course focuses on drug trafficking, a global illicit trade. It examines trends in the type of drugs produced, manufactured, smuggled, and distributed at the transnational level. It illustrates various macro level factors including social, economic, political, and cultural with a specific focus on the crime opportunity structures that facilitate the drug trafficking business. It will introduce the economic principles of supply and demand, and business management principles in understanding the expanding entrepreneurial clandestine business. While it analyzes the role of criminal organizations and the evolving</td>
<td></td>
</tr>
</tbody>
</table>
transnational networks, it will also emphasize the connections with other transnational crimes such as human trafficking and terrorism. Finally, it will review data sources, data analytical methods, and case studies of drug trafficking operations in the search for immediate and long-term counter measures both at national and international levels.

| Effective Term | Fall 2020 |

3. **Rationale for the proposed change(s):**

No other elective courses similar to this course (e.g. ICJ 706, ICJ725) require ICJ700 and ICJ715 as pre-requisites. This course is not any different. Importantly, the ICJ726 will be introduced as an elective course for the ACTOCS certificate, which would mean that students who end up doing the stand-alone certificate will not be allowed to take this course, thus, putting them at a disadvantage. Removing these pre-requisites will not, in any way, affect the students’ learning outcomes for the ICJ726 course.

4. **Does this change affect other programs?**

   ____X____ No   _____ Yes

   If yes, what consultation has taken place?

5. **Sample syllabus: See attached**
ICJ 7XX
DRUG TRAFFICKING
SYLLABUS

Professor: Dr. Mangai Natarajan
Office Hours: By appointment
Department of Criminal Justice
Haaren Hall, Room # 63205
524 West 59th Street
Telephone #: 212-237-8673
New York, NY 10019
e-mail address:

COURSE DESCRIPTION:

This course focuses on drug trafficking, a global illicit trade. It examines trends in the type of drugs produced, manufactured, smuggled, and distributed at the transnational level. It illustrates various macro level factors including social, economic, political, and cultural with a specific focus on the crime opportunity structures that facilitate the drug trafficking business. It will introduce the economic principles of supply and demand, and business management principles in understanding the expanding entrepreneurial clandestine business. While it analyzes the role of criminal organizations and the evolving transnational networks, it will also emphasize the connections with other transnational crimes such as human trafficking and terrorism. Finally, it will review data sources, data analytical methods, and case studies of drug trafficking operations in the search for immediate and long-term counter measures both at national and international levels.

TEACHING STYLE:

Classroom lectures, lectures by guest speakers, video presentations, classroom discussions.

GOALS AND LEARNING OBJECTIVES:

This course will examine drug trafficking from a transnational perspective. Upon completion of the course, students will:

- acquire knowledge on the nature, patterns, types and trends of drug use, drug distribution strategies and socio, economic and political factors that facilitate drug trafficking.
- gain understanding on the nexus between transnational organized crime groups and drug trafficking operations.
- assess the crime opportunity structures that facilitate the collaboration of drug trafficking operations and various trafficking businesses.
- examine the clandestine nature of illicit drug trafficking business with licit business operations worldwide.
- comprehend the challenges that revolve around the various national and international strategies in dealing with drug trafficking.
- learn to tap various data-bases to integrate both quantitative and qualitative methodologies in studying drug trafficking organizations.
- obtain skills to write short reports that are needed for policy makers
- get experience in writing lengthy academic paper for possible publication.
- extend skills to communicate findings of research at both academic and policy settings.
- learn to undertake peer reviews as part of valuable scholarly experience/training.

REQUIREMENTS:
1. **Class Readings:** Each student will be assigned an article/report or two from the listed reading for each week/session (see the class schedule). The students must read the entire article, review and provide a summary to the class for discussion. Readings should be completed before each class. No excuses will be allowed. Apart from the lecture on the topic, the review of the studies helps enhance the understanding of the topic to be discussed.

2. **Participation** in the class discussion is mandatory. Each class is a mixture of lecture and class discussions. This is to enhance students’ critical thinking and communication skills.

3. **Policy Position-Reports:** Two short policy reports are required. Each policy position report should be 1000-1500 words (2-3 single-spaced) excluding the abstract and references.
   - **Policy report 1:** A critical review of the status of organized crime/crime groups and drug trafficking worldwide
   - **Policy report 2:** A critical review of evidence-based supply and demand reduction strategies (what works and what did not work) worldwide. Students can take a global, regional or a country level position.
   Instructions will be provided.

4. **Term Paper: Crime Analysis:** A research paper is required about drug trafficking in a specific region/country assigned to each student. There are two parts to the term paper. Part I involves compiling trend and indicator data for analysis. First, students must compile quantitative data (drug related data and all macro level indicators such as economic development, corruption from existing grey literature- including Government (such as UNODC, World Customs Organization) and NGO (such as Amnesty International) on their assigned country/region. The professor will provide a template to collect these basic statistical facts and will give further instructions for collating the information. Secondly, students must collect data from 4-6 published court cases of drug trafficking and identify themes that emerged from the qualitative data. (Instructions will be provided how to extract concepts). They will also be provided with variables, including the nature of drug trafficking; the operations of drug trafficking organizations; roles people take; ethnic group connections, methods of transporting, list of transit countries with characteristics features to extract information on each of the cases. Students will be evaluated of their data collection and analysis. A brainstorming session with the professor is required. Further details will be discussed in the class. For part II of the paper, the students should gather general details of the drug trafficking problem in the assigned region/country (including patterns, trends and the transnational impact, challenges), analyze the root causes and immediate causes, trafficked routes, methods, review of port of entry/exit and suggest ways in which the drug trafficking and its consequences can be minimized. This will involve a great deal of reviewing the literature on the topic, listening to the lectures, synthesizing the materials, analyzing the data collected, and integrating original thoughts into writing the paper. Instructions will be provided. Students must prepare a 5000-word (10 pages -single spaced excluding references) paper. The professor might put together a synthesis of these papers for possible publication or conference presentation(s).

5. **Oral Presentation of the Crime Analysis Paper (Analysis of drug trafficking: Lessons learned).** Each student will make a 15-minute presentation to the class on his or her paper. This will take place at the end of the semester including the exam week. This presentation is intended to help students develop skills in presenting their work to an academic and policy audience, and to train them in putting together materials in a comprehensive and succinct way. The presentations will give other students the opportunity to learn about research on drug trafficking other countries and/regions. Further instructions will be given. Also, two students will be assigned to evaluate a student presentation. One student will take a practitioner role and the other of an academic role. This part of the presentation is also designed to prepare the students for peer reviews as part of their scholarly experience/training. Students must make their presentations on their scheduled days. No excuses will be allowed.

6. **Turnitin Submission:** All written assignments will be turned in using www.turnitin.com. This applies particularly to the writing diagnostic, to the term paper. As you may already know, John Jay College subscribes to “Turnitin,” an on-line plagiarism prevention service. To meet the deadline for the term paper, the professor requires all students to submit, by Date, 11:59 pm, an electronic version to www.turnitin.com or by email to the professor as proof that they have met
the deadline. However, **no grade will be given until the electronic version has been submitted to www.turnitin.com.** Assignments submitted to www.turnitin.com will be included in its restricted access database solely for the purpose of detecting plagiarism. Students may not submit an electronic version of a written assignment to www.turnitin.com in advance of the due date to "test" the assignment's originality. Students may not submit material for this course that has been or is being used for written assignments in other courses. Students need to log in as new users (upper right-hand corner of the home page). Our class ID is ………... and our password is …….. Students are encouraged to log in at the beginning of the semester.

POLICIES:

ATTENDANCE:

Regular attendance is important, since good performance on the exams requires knowledge of material presented in classes, which is not always fully covered in the course textbook. Therefore, any absence will be likely to affect grades. Missing more than four sessions will result in a reduced grade (see college bulletin). Missing more than a third of the class (ten sessions or more) will result in a failing grade.

CLASSROOM GUIDELINES:

1. ARRIVE ON TIME. Late arrival is disruptive to the students and the professor.
2. REMAIN IN THE CLASSROOM FOR THE ENTIRE PERIOD. Once you have entered the classroom you may only leave for an emergency or with the professor’s permission.
3. PAY ATTENTION TO THE LECTURE OR DISCUSSION GOING ON IN THE CLASSROOM. Classroom activities are centered on teaching and learning. Any activity which does not contribute to these processes is not allowed.
4. FOOD MAY NOT BE BROUGHT INTO OR CONSUMED IN THE CLASSROOM.
5. NO CELL PHONES, UNLESS YOU HAVE AN IMPENDING EMERGENCY [IN WHICH CASE SET YOUR RINGER TO VIBRATE].
6. NO INTERNET BROWSING IN THE CLASS

**Violating any of the above listed rules may result in a reduced grade.**

THE CUNY POLICY ON ACADEMIC INTEGRITY:

Academic dishonesty is prohibited at The City University of New York and is punishable by penalties, which may include failing grades, suspension, and expulsion.

1. **Cheating** is the unauthorized use or attempted use of material, information, notes, study aids, devices or communication during an academic exercise.

The following are some examples of cheating, but by no means is the list exhaustive:
   - Copying from another student during an examination or allowing another to copy your work.
   - Unauthorized collaboration on a take-home assignment or examination.
   - Using notes during a closed book examination.
   - Taking an examination for another student or asking or allowing another student to take an examination for you.
   - Changing a graded exam and returning it for more credit.
   - Submitting substantial portions of the same paper to more than one course without receiving advance permission from each instructor to do so.
   - Preparing answers or writing notes in a blue book (exam booklet) before an examination.
   - Allowing others to research and write papers that have been assigned to you, or to do projects that have been assigned to you. This includes the use of commercial term paper services.
   - Giving assistance to acts of academic misconduct / dishonesty.
II. **Plagiarism** is the act of presenting another person’s ideas, research or writings as your own. Much research requires paraphrasing and summarizing the ideas or work of others, but when you do so, you have to identify the original author and source in a way that the reader can verify that this person actually presented the ideas in question.

The following are some examples of plagiarism, but by no means is the list exhaustive:

- Copying another person’s actual words without the use of quotation marks and without attributing the words to their source.
- Presenting another person’s ideas or theories in your own words without acknowledging the source.
- Using information that is not common knowledge without acknowledging the source.
- Failing to acknowledge collaborators on homework and laboratory assignments.

Suggested Readings

Internet plagiarism includes submitting downloaded term papers or parts of term papers, paraphrasing or copying information from the internet without citing the source, and “cutting & pasting” from various sources without proper attribution.

Internet plagiarism includes submitting downloaded term papers or part of term papers, paraphrasing or copying information from the Internet without citing the source, and “cutting and pasting” from various sources without proper attribution. (From the John Jay College of Criminal Justice Graduate Bulletin, p. 89).

**EMAIL AND OFFICE HOUR POLICIES**:  
*The description below may vary among instructors*

Emails need to have the following elements: 1. A subject (what you are inquiring) in the subject line and be written in a professional manner (proper punctuation and capitalization); 2. Address the professor in a professional way (Not hey professor), as Prof. Natarajan or Prof. Mangai; 3. The matter; 4. Signature (your name), 5. Use your JJ email ID to send (Please note that I will respond to only your JJ email). If the email from you does not meet the above basic requirements, the reply will be delayed or will not be responded. The emails are for contacting the professor for mostly to clarify any questions that are not in the syllabus. My responses will be brief. If you need to have lengthy discussion, you need to make an appointment for a meeting. I am available during office hours and by appointment. These appointments can be made via email. So that I can block the time for meeting.

**ASSISTANCE WITH WRITING:**

The Writing Center at John Jay - [http://jjcweb.jjay.cuny.edu/writing/homepage.htm](http://jjcweb.jjay.cuny.edu/writing/homepage.htm) located in Room 01.68 NB, (212) 237-8569 is a service that provides free tutoring in writing to students of John Jay College. The Center emphasizes formulating a thesis, organizing and developing ideas, documenting American Psychological Association (APA) style, evaluating evidence and revising a paper, and writing specific to the disciplines.

**AMERICANS WITH DISABILITIES ACT (ADA) POLICIES:**

Qualified students with disabilities will be provided reasonable academic accommodation if determined eligible by the Office of Accessibility Services (OAS). Before granting disability accommodations in the course, the instructor must receive written verification of a student’s eligibility from the OAS that is located in 1233N (tel.: 212-237-8144). It is the student’s responsibility to initiate contact with the OAS and follow the established procedures for having the accommodation notice presented to the instructor. Students with special needs are required to contact the Professor to discuss a concrete action plan for the successful completion of the assignments during the semester and achievement of the course objectives.
N.B. It is important to retain this syllabus as a guide to the material covered, schedule of classes and assignment

GRADING:

Final grades will be determined as follows:
Policy Position Report I 15%
Policy Position Report II 15%
Term paper: Crime Analysis
Part I: Trend and Indicator Data and Analysis 20%
Part II: Paper on Drug trafficking 30%
Presentations 10%
Attendance, punctuality, participation 10%

Grading will follow the standards of the College. The table below indicates the index values and the suggested numerical values as a guide for students to understand their grades

Grade Points and Grading definition

<table>
<thead>
<tr>
<th>Grade</th>
<th>Points Range</th>
<th>Numerical Value</th>
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<td>A</td>
</tr>
<tr>
<td>A-</td>
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<tr>
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<td>C-</td>
<td>70.0-72.9</td>
<td>C- below 70.0 F</td>
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<tr>
<td>F</td>
<td>below 70.0</td>
<td>F Failure/ Unsuccessful Completion of Course</td>
</tr>
</tbody>
</table>

READING(S):

Recommended Readings


*READINGS ARE LISTED FOR EACH WEEK SESSION. NO SPECIFIC BOOK IS ASSIGNED.

COURSE OUTLINE

(15 weeks schedule of classes including a final exam - Each session denotes each week)

ORIENTATION

SESSION 1: COURSE INTRODUCTION AND AN OVERVIEW OF THE TRANSNATIONAL NATURE OF DRUG TRAFFICKING

Overview of the syllabus; discussion of class assignments, including APA Style referencing. Discussion on the problem of drug use and trafficking, and their impact on health, governance, and security; Discussion of demand and supply data.

Readings


World Drug Report: UNODC

APA-style guide (http://www.lib.jjay.cuny.edu/research/apastyle2010.pdf)

SESSION 2: THE STATUS OF DRUG TRAFFICKING: WHAT DO WE KNOW?

A global overview of trends in drug cultivation, production and trafficking of drugs, including on the Internet via the darknet; drug demand and supply -principles. Discussion on natural vs synthetic markets, and the impact of drug use and drug trafficking in transit countries (usually developing countries).

Readings: World Drug Report: UNODC


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**PART I**

**DRUG SUPPLY AND DEMAND BUSINESS MODEL**

Discussion on basic concepts of licit business models in explaining the intricacies of illicit drug supply at the international level; Elasticity of price and purity of drug supply; Introduction to economics of licit transnational business and its implications for illicit business operations. Structural features of organizations and evolving entrepreneurial models of business; Latest trends in technology and ethnic networks.

**SESSION 3: ILLICIT DRUG BUSINESS MODEL**

**Readings**


**SESSION 4: ILLICIT DRUG TRAFFICKING OPERATIONS**

**Readings**


**PART III**

**DRUG TRAFFICKING nexus**

**CRIMINAL ORGANIZATIONS AND TRAFFICKING BUSINESSES**

Discussion of international drug trafficking-history and the 21st century operations; Drug trafficking development strategies; Drug trafficking and organized crime models; Drug trafficking and financing of terrorist organizations—myth or reality; Drug trafficking and other transnational crimes; multi drug business vs multi transnational business; profits vs safe business

**SESSION 5 and 6: DRUG TRAFFICKING AND CRIMINAL ORGANIZATIONS**


**SESSION 7: DRUG TRAFFICKING AND OTHER TRANSNATIONAL CRIMES**

**Readings**


**Discussion: Policy Position paper 1 . (SUBMIT to TURNITIN)**
Discussion on globalization: Expansion of trade, communication, technology, foreign currency, travel, global economic development, political structures, social-cultural development, Crime opportunity structures: porous borders, delegation of trafficking through incorporating large number of transit countries, network structures, ethnic connections -supply and demand and transit countries; Multiple mixed methods; Multivariate explanations; Qualitative vs quantitative data and limitations.

**SESSION 8: MACRO LEVEL INDICATORS**

**Readings**


**SESSION 9: CRIME OPPORTUNITY STRUCTURES**

**Readings**


**SESSION 10: RESEARCH-MAPPING HOTSPOTS; NETWORKS, CASE STUDIES, QUALITATIVE AND QUANTITATIVE**

**Readings**


**Brief Discussion: Policy Position Paper 2 (SUBMIT to TURNITIN)**

**PART V  
CONTROL AND PREVENTION OF DRUG TRAFFICKING**

This part provides an account of law enforcement activities directed against drug trafficking the importance of cross border patrol; the development of regional police cooperation and cooperation among the judiciary; National/domestic level legal instruments and the limitations in dealing with transnational illegal operators; UN’s global war on drugs and International Narcotics Control Board efforts including various conventions.

**SESSION 11: National/Domestic Efforts**

**Readings**


**Trends and Indicator data analysis- Draft Due**

**SESSION 12 and SESSION 13: International Efforts-War on Drugs**

**Readings**


International Narcotics Control Board (http://www.incb.org/) on UN "Drug Conventions."


**PART V**
**CHALLENGES TO OVERCOME**
**CLASS PRESENTATIONS**

SESSION 14 and Session 15 (Final exam week): ANALYSIS OF DRUG TRAFFICKING ORGANIZATIONS: LESSONS LEARNED.

Two sessions are allocated for student presentations.
CHANGE IN EXISTING GRADUATE COURSE

This form should be used for revisions to course titles, prefixes/numbers, descriptions, and/or prerequisites. **For small course content changes please also submit a syllabus.** For significant content changes, a New Course Proposal form may be required instead. Please email the completed form to the Associate Dean of Graduate Studies at rmeeks@jjay.cuny.edu.

**Date of Program Approval:** 2/12/2020  
**Date of CGS Approval:** 3/11/2022

1. **Contact information of proposer(s):**

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Email(s)</th>
<th>Phone number(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gohar A Petrossian</td>
<td><a href="mailto:gpetrossian@jjay.cuny.edu">gpetrossian@jjay.cuny.edu</a></td>
<td>212-393-6409</td>
</tr>
</tbody>
</table>

2. **Proposed changes. Please complete the entire “FROM” column. Only complete the proposed changes in the “TO” column.**

<table>
<thead>
<tr>
<th>FROM (strike through the changes)</th>
<th>TO (underline changes)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Program</strong></td>
<td>International Crime and Justice MA</td>
</tr>
<tr>
<td><strong>Course</strong></td>
<td>ICJ762/PAD762 Corruption and the Global Economy</td>
</tr>
<tr>
<td><strong>Pre- and/or Corequisite(s) (specify which are pre, co, or both)</strong></td>
<td>None</td>
</tr>
<tr>
<td><strong>Hours</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Credits</strong></td>
<td>3</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>This course provides an overview of the conduct and effects of corruption on the private and public sectors of governance and international relations. It presents the evident challenges to the measurement of corruption and the global attempts to eradicate the growing threat of corruption to human well-being. The contending perspectives of corruption and the criminal</td>
</tr>
</tbody>
</table>
3. **Rationale for the proposed change(s):**

The faculty of the ICJ MA program has pointed out that the ICJ762/PAD762 class has only been offered as an ICJ762 class in the past, taught by the ICJ MA faculty. Additionally, no PAD student has ever registered for the ICJ762 course in the past. After speaking with Dr Elaine Yi Lu, the Director of the MPA: Public Policy and Administration program, it was clear that the MPA program will not have the faculty to teach the PAD762 course in the foreseeable future. To that end, the ICJ MA Curriculum Committee voted on February 12, 2020, to remove the ICJ762/PAD762 cross-listing.

4. **Does this change affect other programs?**

   ____ No   ____X__ Yes

   If yes, what consultation has taken place? See above.
Proposed Change to Admissions Requirements for the Master of Arts in International Crime and Justice

Date of Program Approval: 4/1/2019
Date of CGS Approval: 2/11/2020

Contact information of proposer:

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Phone number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gohar Petrossian</td>
<td><a href="mailto:gpetrossian@jjay.cuny.edu">gpetrossian@jjay.cuny.edu</a></td>
<td>212-393-6409</td>
</tr>
</tbody>
</table>

FROM

Program Special Admissions Requirements (in addition to General Requirements for Admission):

**Graduate Bulletin (2019-2020)**

**MASTER OF ARTS IN INTERNATIONAL CRIME AND JUSTICE**

The Master of Arts in International Crime and Justice Program welcomes applicants who have earned a bachelor’s degree from an accredited post-secondary institution, or international equivalent, with a GPA of 3.0 or higher. In addition, applicants should have successfully completed an undergraduate statistics course. Students may be conditionally admitted without undergraduate statistics but must complete this course within the first year of the program. The Graduate Record Examination (GRE) is **not** required.

Applicants are asked to submit:

- Official transcripts of undergraduate and other graduate coursework
- Three letters of recommendation
- A personal statement of approximately 500 words giving reasons for wanting to pursue graduate study
- A writing sample of 5-10 pages (of a research or analytical paper)

The Admissions Committee may request interviews with applicants.

TO

Program Special Admissions Requirements (in addition to General Requirements for Admission):

**MASTER OF ARTS IN INTERNATIONAL CRIME AND JUSTICE**

The Master of Arts in International Crime and Justice Program welcomes applicants who have earned a bachelor’s degree from an accredited post-secondary institution, or international equivalent, with a GPA of 3.0 or higher. In addition, applicants should have successfully completed an undergraduate statistics course. Students may be conditionally admitted without undergraduate statistics but must complete this course within the first year of the program. The Graduate Record Examination (GRE) is **not** required.

Applicants are asked to submit:

- Official transcripts of undergraduate and other graduate coursework
- Three letters of recommendation
- A personal statement of approximately 500 words giving reasons for wanting to pursue graduate study
- A 3-page essay on the question provided through the admissions portal prompt

The Admissions Committee may request interviews with applicants.
Rationale:

The ICJ Admissions Committee recommended that, instead of a 5-10-page writing sample, students submit a 3-page essay on a prompted question that will focus on testing the prospective students’ writing, as well as analytical ability. The questions will be rotated/changed on a regular basis. The two proposed question that have been approved for the next rotation cycle are listed below:

1. What are the primary challenges that nation-states face today in responding to transnational and organized crime? What kinds of responses are most likely to be effective?
2. Some analysts claim that transnational crime poses a threat to the security of nation-states and the international community. Do you agree? Say why or why not?
Course Revision Form

This form should be used for revisions to course titles, prefixes/numbers, course descriptions, and/or prerequisites. For small course content changes please also submit a syllabus. (Please note: for significant content changes you may be asked to complete a New Course Proposal Form). For inclusion in the CUNY Pathways General Education program at John Jay please include a syllabus and the CUNY Common Core or John Jay College Option Form.

Date Submitted: January 31, 2020

1. Name of Department or Program: Department of Sciences

2. Contact information of proposer(s):

   Name(s): Corthals, Angelique
   Email(s): acorthals@jjay.cuny.edu
   Phone number(s): 

3. Current number and title of course: BIO 315, Genetics

4. Current course description: Genetics is an introduction to the field of modern genetics. Topics are drawn from classical, molecular and population genetics and include the nature of genetic variation, genetic disorders, genomics, recombinant DNA and genetic engineering techniques. Emphasis is placed on quantitative analysis and problem solving.

   a. Number of credits: 3

   b. Number of class hours (please specify if the course has lab hours): 3 hours

   c. Current prerequisites: ENG 201, BIO 103 (or BIO 101 & BIO 102), BIO 104, and MAT 301 or STA 250

5. Describe the nature of the revision (what are you changing?): dropping MAT 301 and STA 250 from the pre-requisites.

6. Rationale for the proposed change(s): MAT 301 and STA 250 are unnecessary at this step, and prevent students from moving up in their scaffolded major. Given that the students in the CMB major do take both statistic courses in the major anyway, this pre-requisite is redundant and hinders students’ progress in the completion of their majors.

Approved by UCASC, Feb 7, to College Council, March 16, 2020
7. Text of proposed revisions (use NA, not applicable, where appropriate):

a. Revised course description: N/A

b. Revised course title: N/A

c. Revised short title (the original can be found on CUNYFirst, max of 30 characters including spaces!): N/A

d. Revised learning outcomes N/A

e. Revised assignments and activities related to revised outcomes N/A

f. Revised number of credits: N/A

g. Revised number of hours: N/A

h. Revised prerequisites: **ENG 201, BIO 103 (or BIO 101 & BIO 102), BIO 104 and MAT 301 or STA 250**

8. Enrollment in past semesters: One section of Genetics is offered and usually runs near capacity.

9a. Will this course be offered as part of the new JJ General Education program (CUNY Common Core or College Option)? (reminder - complete the CUNY Common Core or JJ College Option form if appropriate)

   No ___X___ Yes _____ If yes, please indicate the area:

10. Does this change affect any other departments?

    ___X__ No ______ Yes (if so what consultation has taken place)?

11. Date of Department or Program Curriculum Committee approval: December 2019

12. Name of Department Chair(s) or Program Coordinator(s) approving this revision proposal:

   Drs. Shu-Yan Cheng, Jason Rauceo and Angelique Corthals

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Approved by UCASC, Feb 7, to College Council, March 16, 2020
JOHN JAY COLLEGE OF CRIMINAL JUSTICE
The City University of New York
Undergraduate Curriculum and Academic Standards Committee

Course Revision Form

This form should be used for revisions to course titles, prefixes/numbers, course descriptions, and/or prerequisites. For small course content changes please also submit a syllabus. (Please note: for significant content changes you may be asked to complete a New Course Proposal Form). For inclusion in the CUNY Pathways General Education program at John Jay please include a syllabus and the CUNY Common Core or John Jay College Option Form.

Date Submitted: 12/12/19

1. Name of Department or Program: Department of Interdisciplinary Studies

2. Contact information of proposer(s):

   Name(s): Katie Gentile
   Email(s): kgentile@jjay.cuny.edu
   Phone number(s): 212-237-8110

3. Current number and title of course: ISP 277 Experiential Learning: Field Preparation

4. Current course description:

   This preparation for the field class will expose students to a social justice field experience in research, practice or policy and have class time to apply theory to practice through an interdisciplinary lens. Students will learn to apply critical race, gender and class theory to analyze and address social justice issues identified in the field. The course is a synthesis of the students’ classwork, mentoring by professionals in residence, and guided experiences at a placement, reflecting a dual focus on exposing students to academic and professional development.

   a. Number of credits: 3

   b. Number of class hours (please specify if the course has lab hours): 3

   c. Current prerequisites: ENG 101, ISP 101

5. Describe the nature of the revision (what are you changing?): I am deleting ISP 101

6. Rationale for the proposed change(s): We conceived of this class for the college community with a focus on our ISP minors. We found many of our minors are in the process of taking ISP 101 or have not taken it, but are prepared to take this pre-internship course. So we would like

Approved by UCASC, Feb 7, to College Council, March 16, 2020
to delete ISP 101 from the prerequisites.

7. Text of proposed revisions (use NA, not applicable, where appropriate):
   
   a. Revised course description: N/A
   
   b. Revised course title: N/A
   
   c. Revised short title (the original can be found on CUNYFirst, max of 30 characters including spaces!): N/A
   
   d. Revised learning outcomes: N/A
   
   e. Revised assignments and activities related to revised outcomes: N/A
   
   f. Revised number of credits: N/A
   
   g. Revised number of hours: N/A
   
   h. Revised prerequisites: **ENG 101**

8. Enrollment in past semesters: N/A, this is a new course.

9a. Will this course be offered as part of the new JJ General Education program (CUNY Common Core or College Option)? (reminder - complete the CUNY Common Core or JJ College Option form if appropriate)

   No ___X___ Yes _____  If yes, please indicate the area:

10. Does this change affect any other departments?

    ___X___ No  _____ Yes (if so what consultation has taken place)?

11. Date of Department or Program Curriculum Committee approval: 12/9/19

12. Name of Department Chair(s) or Program Coordinator(s) approving this revision proposal: Katie Gentile, Department Chair

Approved by UCASC, Feb 7, to College Council, March 16, 2020
JOHN JAY COLLEGE OF CRIMINAL JUSTICE
The City University of New York
Undergraduate Curriculum and Academic Standards Committee

Course Revision Form

This form should be used for revisions to course titles, prefixes/numbers, course descriptions, and/or prerequisites. For small course content changes please also submit a syllabus. (Please note: for significant content changes you may be asked to complete a New Course Proposal Form). For inclusion in the CUNY Pathways General Education program at John Jay please include a syllabus and the CUNY Common Core or John Jay College Option Form.

Please submit to Kathy Killoran (kkilloran@jjay.cuny.edu) via email in the Office of Undergraduate Studies.

Date Submitted: 1/28/2020

1. Name of Department or Program: Mathematics and Computer Science

2. Contact information of proposer(s):

   Name(s): Michael Puls
   Email(s): mpuls@jjay.cuny.edu
   Phone number(s): 212-484-1178

3. Current number and title of course: MAT 352, Applied Differential Equations

4. Current course description: Derivation of the various types of classical differential equations, such as the one-dimensional oscillator, the wave equation as the description of the vibrating string, and the potential equation. Other types of differential equations governing physical phenomena are introduced. The techniques of integral transforms, eigenfunctions, among others, used to solve the equations. Emphasis on the technique and interpretation of solutions in qualitative and quantitative terms rather than on their theoretical basis.

   a. Number of credits: 3

   b. Number of class hours (please specify if the course has lab hours): 3

   c. Current prerequisites: ENG 201, MAT 242, with recommended corequisites MAT 243 and MAT 351

5. Describe the nature of the revision (what are you changing?): To change the prerequisite from ENG 201, and MAT 242 to ENG 201, and MAT 351.

Approved by UCASC, Feb 7, to College Council, March 16, 2020
6. Rationale for the proposed change(s): A student should have some knowledge of differential equations before they take a course on applied differential equations. MAT 351 provides adequate background in differential equations to prepare the student for MAT 352.

7. Text of proposed revisions (use NA, not applicable, where appropriate):
   a. Revised course description: NA
   b. Revised course title: NA
   c. Revised short title (the original can be found on CUNYFirst, max of 30 characters including spaces!): NA
   d. Revised learning outcomes NA
   e. Revised assignments and activities related to revised outcomes NA
   f. Revised number of credits: NA
   g. Revised number of hours: NA
   h. Revised prerequisites: ENG 201 and MAT 351 Introduction to Ordinary Differential Equations.

8. Enrollment in past semesters: MAT 352 has not been recently taught.

10. Does this change affect any other departments?
    X No _____ Yes (if so what consultation has taken place)?

11. Date of Department or Program Curriculum Committee approval: 10/30/2019

12. Name of Department Chair(s) or Program Coordinator(s) approving this revision proposal:
    Doug Salane
JOHN JAY COLLEGE OF CRIMINAL JUSTICE
The City University of New York
Undergraduate Curriculum and Academic Standards Committee

Course Revision Form

This form should be used for revisions to course titles, prefixes/numbers, course descriptions, and/or prerequisites. For small course content changes please also submit a syllabus. (Please note: for significant content changes you may be asked to complete a New Course Proposal Form). For inclusion in the CUNY Pathways General Education program at John Jay please include a syllabus and the CUNY Common Core or John Jay College Option Form.

Date Submitted: 1/27/2020

1. Name of Department or Program: Mathematics and Computer Science

2. Contact information of proposer(s):

   Name(s): Michael Puls
   Email(s): mpuls@jjay.cuny.edu
   Phone number(s): 212-484-1178

3. Current number and title of course: MAT 361, Introduction to functions of a complex variable
   Short title: Intro: Func Complex Variables

   a. Number of credits: 3
   b. Number of class hours (please specify if the course has lab hours): 3
   c. Current prerequisites: ENG 201 and MAT 242

5. Describe the nature of the revision (what are you changing?): To change the prerequisite from ENG 201, and MAT 242 to ENG 201, and MAT 243. We are also simplifying the course title and short title.

6. Rationale for the proposed change(s): Complex variables requires that students know partial derivatives so that they understand the Cauchy-Riemann equations, and the course material also requires a basic understanding of power series of a real variable. These are topics covered in MAT 243 (Calculus III).

Approved by UCASC, Feb 7, to College Council, March 16, 2020
7. Text of proposed revisions (use NA, not applicable, where appropriate):

   a. Revised course description: NA

   b. Revised course title: Functions of a Complex Variable

   c. Revised short title (the original can be found on CUNYFirst, max of 30 characters including spaces!): Function Complex Variable

   d. Revised learning outcomes NA

   e. Revised assignments and activities related to revised outcomes NA

   f. Revised number of credits: NA

   g. Revised number of hours: NA

   h. Revised prerequisites: ENG 201 and MAT 243 Calculus III


9. Does this change affect any other departments?

   ___X No    ______ Yes (if so what consultation has taken place)?

10. Date of Department or Program Curriculum Committee approval: 10/30/2019

11. Name of Department Chair(s) or Program Coordinator(s) approving this revision proposal:

   Doug Salane
Freshman Forgiveness Policy

Proposed Freshman Forgiveness Policy – Effective September 1, 2020, the college will implement a Freshman Forgiveness Policy. This policy will apply to all lower freshman students, as defined below, who enrolled at the college in the Spring 2020 term or thereafter. In accordance with this new policy, if the student passes the suite of freshman courses, they will receive the grade earned which will carry the designated GPA. If the student fails the course, the failing grade (F, WU, FIN) will be administratively converted to “NC – No Credit,” and have no impact on the GPA. (Restrictions apply. Please read below sections to find all “Restrictions” and “Limitations”)

Explanation – According to John Jay College’s “Fall 2018 Fact Book,”¹ published by the Office of Institutional Research, the percentage of first-time, full-time, degree-seeking freshmen, still enrolled at the college after the first year is 79.9%.² Approximately 20% of the incoming freshman class is absent after the first year. Performance data after the freshman year reflects that over half of the freshman class attrition is due to probation/dismissal action. This policy seeks to assist first-time lower freshman students, who are new to the college experience, by removing the failing grades that place them in academic jeopardy.

Procedure – In CUNYFirst, faculty members assign grades to students via the Faculty Center. There is no anticipated change in the process for faculty. That is, faculty would assign grades at the end of a given term as usual. However, the college would authorize the Office of the Registrar to administratively change failing grades in the lower freshman semester to “NC-No Credit.”

Process

1. At the end of the Fall or Spring term, faculty members assign grades via CUNYFirst. (As usual, no change).
2. The Office of the Registrar extracts from CUNYfirst a report of lower freshman students who have earned failing grades. (see below for further definition)
3. The Office of the Registrar will perform a “change of grade” for failing courses and assign the grade of “NC-No Credit”. This will allow an audit trail to exist of the “original” grade and the “new administrative grade.”

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² See pg. 30 in the Fall 2018 Fact Book.

Approved by UCASC, Dec 13, 2019, to College Council, Feb 6, 2020
4. Faculty members and students will be sent a confirmation email indicating that their grade has been changed.
5. The Provost and Dean of Undergraduate Studies will receive a report each term of the number of failing grades converted to NC-No Credit.
6. The Office of Undergraduate Studies will provide outreach and student success interventions for this population.

Restrictions
1. This policy applies only to a freshman student (attending full-time or part-time) in their first freshman semester, (aka., Lower Freshman).
   a. A lower freshman is defined as a new student who has not previously matriculated in a college, as a degree-seeking student, prior to their first term of attendance at John Jay.
   b. A lower freshman is coded by the Office of Admissions as being in the “FRSH” Student Group in CUNYFirst.
   c. Entering freshman with college credits earned through Regents examination, AP credit, or other exams (i.e., CLEP) are still eligible for forgiveness under this policy.
   d. Transfer students, coded as “TRNS,” who enter into the Upper Freshman level or beyond are not eligible for forgiveness under this policy.
2. This policy is effective for lower freshman students enrolled in the college beginning the Spring 2020 term and thereafter. It cannot be applied retroactively to any semester prior to Spring 2020.
3. This policy will not apply to readmitted students who return to the freshman term.
   a. For this restriction, a readmitted student is considered a student who attended the college and received letter grades.
4. This policy applies to matriculated, undergraduate, degree-seeking students. Non-degree students are ineligible for forgiveness under this policy.
5. For the purpose of this policy, failing grades are considered; “F, WU, FIN.”
6. Students who receive grades of “NC” are not eligible for the Dean’s List for that semester or that year for part-time students.
7. For the purpose of calculating Latin Honor’s, NC grades will be treated as failing grades.

Limitations
1. The Freshman Forgiveness Policy only applies to courses taken in the first, lower freshman semester of matriculation. It will not apply to any courses taken thereafter.
2. Freshman students enrolled less than Full-Time in the lower freshman semester will be permitted to apply the forgiveness policy to the first 18 credits earned at John Jay College.
3. This policy applies only to courses taken at John Jay College. Courses taken at another college (CUNY or otherwise) are not eligible for forgiveness under this policy.
4. Courses with a grade assigned of “NC-No Credit” may negatively impact a student’s financial aid, (i.e., Satisfactory Academic Progress, Program Pursuit
and Credit Accumulation) eligibility. It is strongly recommended that students meet with a financial aid counselor prior to the forgiveness policy being applied.

5. A student who repeats a course that has been assigned an NC grade in the prior term will receive a standard letter grade on the second attempt.

The chart below outlines how the Office of the Registrar will treat repeated courses and grades.

<table>
<thead>
<tr>
<th>Original Grade</th>
<th>Grade Action</th>
<th>Effect on Credits Earned and GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>A, B, C, D, P, CR, (incl all + and minus grades)</td>
<td>None</td>
<td>Grades are factored into GPA and credits are earned.</td>
</tr>
<tr>
<td>F, WU, FIN</td>
<td>Administratively Changed to “NC-No Credit” for Lower Freshmen</td>
<td>GPA will increase due to a grade change from failing to NC. No credits earned for NC courses</td>
</tr>
<tr>
<td>INC, PEN</td>
<td>None</td>
<td>Considered “in progress” grades. If failing grades are ultimately assigned, forgiveness rules apply</td>
</tr>
<tr>
<td>W, WA, WN,</td>
<td>None</td>
<td>No effect on GPA – No credits earned for courses</td>
</tr>
</tbody>
</table>
College Council Bylaws Amendment:
Change of Membership on the Budget and Planning Committee, Financial Planning Subcommittee, and Strategic Planning Subcommittee

Current:

I.2.f. Budget and Planning Committee:
A Budget and Planning Committee shall consist of the following members: President, chairperson; Vice President for Finance and Administration; Provost and Vice President for Academic Affairs; Vice President for Enrollment Management and Student Affairs; Associate Provost for Institutional Effectiveness; Associate Provost and Dean of Research; Executive Director for Human Resources; Dean of Graduate Studies; Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies; Vice President for Finance; Vice President for Institutional Advancement; President and Vice President of the Faculty Senate; Chair and Vice Chair of the Faculty Senate Fiscal Affairs Committee; all academic department chairpersons; the President of the Higher Education Officers Council, or designee; two (2) higher education officer representatives; the President and Treasurer of the Student Council, or designees; one (1) additional student representative; and two (2) members of the non-instructional staff, as defined in Article XIV, Section 14.1 of the Bylaws of the CUNY Board of Trustees.

i. The Financial Planning Subcommittee of the Budget and Planning Committee shall consist of the following members: Vice President of Finance and Administration, chairperson; Provost and Vice President for Academic Affairs; President of the Faculty Senate and Chair and Vice Chair of the Faculty Senate Fiscal Affairs Committee; Chair and Vice Chair of the Council of Chairs; one (1) representative chosen by the Council of Chairs; and the President of the Higher Education Officers Council; and one (1) student representative. The Assistant Vice President for Finance and the Provost’s Assistant Dean for Academic Operations and Financial Affairs shall staff the subcommittee.

ii. The Strategic Planning Subcommittee of the Budget and Planning Committee shall consist of the following members: Provost and Vice President for Academic Affairs, chairperson; Vice President of Finance and Administration; Associate Provost for Institutional Effectiveness; President of the Faculty Senate; two (2) representatives chosen by the Faculty Senate; Chair of the Council of Chairs; two (2) representatives chosen by the Council of Chairs; President of the Higher Education Officers Council; and one (1) student representative. The Director of Institutional Research and the Director of Outcome Assessment shall staff the subcommittee.
I.2.f. Budget and Planning Committee:

A Budget and Planning Committee shall consist of the following members: President, chairperson; Vice President for Finance and Administration; Provost and Vice President for Academic Affairs; Vice President for Enrollment Management and Student Affairs; Associate Provost for Institutional Effectiveness; Associate Provost and Dean of Research; Executive Director for Human Resources; Dean of Graduate Studies; Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies; Assistant Vice President for Finance; Vice President for Institutional Advancement; President and Vice President of the Faculty Senate; TWO MEMBERS CHOSEN BY THE FACULTY SENATE Chair and Vice Chair of the Faculty Senate Fiscal Affairs Committee; all academic department chairpersons; the President of the Higher Education Officers Council, or designee; two (2) higher education officer representatives; the President and Treasurer of the Student Council, or designees; one (1) additional student representative; two (2) additional student representatives chosen by the Student Council; and two (2) members of the non-instructional staff, as defined in Article XIV, Section 14.1 of the Bylaws of the CUNY Board of Trustees.

i. The Financial Planning Subcommittee of the Budget and Planning Committee shall consist of the following members: Vice President of Finance and Administration, chairperson; Provost and Vice President for Academic Affairs; President AND VICE PRESIDENT of the Faculty Senate and ONE MEMBER CHOSEN BY THE FACULTY SENATE Chair and Vice Chair of the Faculty Senate Fiscal Affairs Committee; one (1) representative chosen by the Faculty Senate; Chair and Vice Chair of the Council of Chairs; one (1) representative chosen by the Council of Chairs; and the President of the Higher Education Officers Council; one (1) student representative; two (2) student representatives chosen by the Student Council. The Assistant Vice President for Finance and the Provost’s Assistant Dean for Academic Operations and Financial Affairs shall staff the subcommittee.

ii. The Strategic Planning Subcommittee of the Budget and Planning Committee shall consist of the following members: Provost and Vice President for Academic Affairs, chairperson; Vice President of Finance and Administration; Associate Provost for Institutional Effectiveness; President AND VICE PRESIDENT of the Faculty Senate; two (2) representatives; three (3) TWO (2) representatives chosen by the Faculty Senate; Chair of the Council of Chairs; two (2) representatives chosen by the Council of Chairs; President of the Higher Education Officers Council; and one (1) student representative; two (2) student representatives chosen by the Student Council. The Director of Institutional Research and the Director of Outcome Assessment shall staff the subcommittee.
**New Version:**

**I.2.f. Budget and Planning Committee:**

A Budget and Planning Committee shall consist of the following members: President, chairperson; Vice President for Finance and Administration; Provost and Vice President for Academic Affairs; Vice President for Enrollment Management and Student Affairs; Associate Provost for Institutional Effectiveness; Associate Provost and Dean of Research; Executive Director for Human Resources; Dean of Graduate Studies; Assistant Vice President for Finance; Associate Provost for Undergraduate Retention and Dean of Undergraduate Studies; Vice President for Institutional Advancement; President and Vice President of the Faculty Senate; two members chosen by the Faculty Senate; all academic department chairpersons; the President of the Higher Education Officers Council, or designee; two (2) higher education officer representatives; the President and Treasurer of the Student Council, or designee; two (2) additional student representatives chosen by Student Council; and two (2) members of the non-instructional staff, as defined in Article XIV, Section 14.1 of the Bylaws of the CUNY Board of Trustees.

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Rationale:

<table>
<thead>
<tr>
<th>Committee/Subcommittee</th>
<th>Current Membership</th>
<th>Proposed Membership</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget and Planning Committee (BPC)</td>
<td>47 members total – total contingent on # of department chairs</td>
<td>48 members total – total contingent on # of department chairs</td>
</tr>
<tr>
<td></td>
<td>11 Administrators 28 Faculty 3 Student Representatives 3 HEOs 2 non-instructional staff</td>
<td>11 Administrators 28 Faculty 4 Student Representatives 3 HEOs 2 non-instructional staff</td>
</tr>
<tr>
<td>Financial Planning Subcommittee (FPS)</td>
<td>9 members total 2 Administrators 5 Faculty 1 HEO 1 Student Representative</td>
<td>11 members total 2 Administrators 6 Faculty 1 HEO 2 Student Representatives</td>
</tr>
<tr>
<td>Strategic Planning Subcommittee (SPS)</td>
<td>11 members total 3 Administrators 6 Faculty 1 HEOs 1 Student Representative</td>
<td>13 members total 3 Administrators 7 Faculty 1 HEO 2 Student Representatives</td>
</tr>
</tbody>
</table>

Student membership across the college council committees is a minority compared to representation from the administration and faculty. Currently, the Budget and Planning Committee, the Financial Planning Subcommittee, and the Strategic Planning Subcommittee have the least amount of student representation. In an effort to adequately represent the concerns of 15,000 John Jay students in our budget and planning, financial planning, and strategic planning goals, the Student Representatives of the Executive College Council propose an increase in student representation for these three committees/subcommittees, while also maintaining the faculty majority of each committee and subcommittee.

While maintaining consistency with the membership numbers proposed by the Student Council, for each committee membership from the Faculty Senate was also changed to specify the President and Vice President of the Senate, and the remaining number of members “chosen by the Senate” to eliminate references to a Senate Fiscal Affairs Committee.
Memorandum

Date: March 19, 2020

To: Anna Austenfeld
Secretary to the College Council

From: Ellen Hartigan
Interim Vice President for Enrollment Management & Student Affairs

Re: Commencement Awards

The Committee on Honors, Prizes and Awards met on Wednesday and Thursday, March 18-19, 2020 to vote on the Commencement Awards. With quorum present, the committee recommends the following award recipients:

- Leonard E. Reisman Medal: Evalaurene Jean-Charles
- Scholarship & Service Award: Rieanna Mcphie
- Howard Mann Humanitarian Award: Bianca Hayles
- Distinguished Service Awards:
  - Yasmeen Adams
  - Gabrielle Yee
  - Alyssa Sperrazza
  - Supriya Bansal
  - Gabrielle Anatole
- Undergraduate Veteran Award: Francisco Garcia Reyes
- Graduate Veteran Award: Jinsuk Moon
- Graduate Student Service Award: Abdourahamane Ly
- Graduate Achievement Award:
  - Michelle Strah
  - Christina Jean-Baptiste
  - Kimberly Aguirre
- Graduate Peer Mentoring Award:
  - No one selected: Committee felt none met the criteria