

GRADUATE PROGRAM CHANGE

Proposal for a Program Change

Department Sociology, Anthropology and Criminal Justice Studies **Submission Date** 8/26/2015

Major **Concentration** **Endorsement** **Certificate**

Catalog Year of Implementation 2016-2017

Retroactive? (If yes, please specify catalog year) No.

I. Summary of Proposed Program Change:

	CURRENT	Check Box if no Change	PROPOSED CHANGE
Program Name	<u>Master of Science – Sociology</u>	<input type="checkbox"/>	<u>_____</u>
Credit Hours	<u>30-36</u>	<input type="checkbox"/>	<u>_____</u>
Course(s) to be Added	<u>None</u>	<input type="checkbox"/>	<u>_____</u>
Course(s) to be Removed	<u>None</u>	<input type="checkbox"/>	<u>_____</u>
Course(s) to be Changed	<u>None</u>	<input type="checkbox"/>	<u>_____</u>
Other Changes	<u>_____</u>	<input type="checkbox"/>	<u>Place Program in Storage</u>

II. Proposed revision in catalog description of program.

Provide proposed revisions in catalog copy – use **bold** for new information, ~~strike through~~ for deletions, and *italicize* changes.

MASTER OF SCIENCE – SOCIOLOGY

Dr. Jason S. Milne, Chair

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GRADUATE SOCIOLOGY AT LONGWOOD: APPLYING THE SCIENCE OF SOCIETY

The Department of Sociology, Anthropology and Criminal Justice Studies offers a program leading to the degree of Master of Science – Sociology, with a concentration in Criminal Justice and Social Policy.

—The mission of graduate sociology is an extension of the general mission of Longwood University. The goal is to develop in our students qualities of the citizen-leader by providing graduate-level education that emphasizes the applied use of sociological theories and methods. Students have the opportunity to learn how to apply sociology through practical, real-life experience in their professional fields. With a program designed to serve students who are already in a service profession related to sociology and those seeking positions in these fields, we offer the kind of education that will encourage professional growth and enhance leadership ability. The student interested in the many fields of criminal justice will benefit from our program's well-developed ties to various criminal justice and related institutions throughout the region.

—The program is unique in four ways. First, it is oriented to the application of sociological theories and methods to social life. This includes issues related to crime, juvenile delinquency, poverty, family violence, service delivery, and human resources. Second, the program utilizes off-campus and online course offerings and a blend of traditional and innovative time formats. These arrangements make the program especially attractive for inservice professionals. Third, because it is grounded in the liberal arts discipline of sociology, it is an appropriate degree program for students in a variety of vocations. Fourth, the program is well integrated into local and regional criminal justice and social service agencies and is supported by an advisory panel of distinguished professionals.

COMPLETION OF THE PROGRAM

There are two ways to complete the program. A student can pass a comprehensive examination or write and defend a graduate thesis. The student electing to take the comprehensive examination must be enrolled in or have completed the 36th credit hour. The student electing to write a thesis must complete a minimum of 27 hours of instruction prior to enrolling for thesis research credit hours. Each student is assigned an academic advisor by the program coordinator.

COMPREHENSIVE EXAMINATION

A comprehensive examination is, as the name suggests, intended to assess a student's overall grasp of sociology and its application to problems of social life. It allows for a capstone type of integration of material and is an important final check on the student's competency.

—After the student has completed 24 credit hours, the student must secure the agreement of three graduate faculty members from the department to serve on his or her Comprehensive Examination Committee. The student must ask one of these faculty members to chair the committee. The Constitution of the Comprehensive Examination Committee form, for recording the membership of the committee, is available from the graduate coordinator. The completed form should be given to the graduate coordinator.

—A student who has elected to take the comprehensive examination must be completing the 36th hour of course work in the semester or summer session in which he or she takes the examination or have completed the 36th hour the previous semester.

—No fewer than 90 days prior to taking the examination, the student must complete the Intent to Take a Comprehensive Exam form signifying his or her intention to take the examination during a specific semester or summer session. The chairperson of the student's Comprehensive Examination Committee must sign this form, and a copy must be submitted to the coordinator of graduate sociology.

—The student must then register for SOCL 699 – Comprehensive Examination no later than the last day to add a course in the semester or summer session in which they wish to take the exam. The Application for Graduate Degree must have already been filed in the Registration Office and a paper registration form must be completed to enroll.

The student's Comprehensive Examination Committee will be responsible for the preparation, administration, and evaluation of the comprehensive examination. These general rules will apply to the administration of the examination:

1. The exam shall be designed to evaluate the student's written expression, ability to reason sociologically, and skill in applying sociological theories, methods, and knowledge in one content area of sociology.
2. A reading list shall be provided to the student at the beginning of the semester in which he or she is to take the comprehensive exam.
3. The exam shall consist of no fewer than three and no more than five essay questions.
4. The examination will be administered in either a one-day sitting or over a two-day period (as in a weekend) as agreed to by the student and the committee.
5. The examination will be taken at a site agreed upon by the Examination Committee and the student.
6. The grading of the exam will be pass (P)/ not pass (NP). The student's Examination Committee must reach a consensus for a "pass" grade.
7. The chair of the Examination Committee will communicate, in writing, the outcome of the examination's assessment to the student, the Dean of the College of Graduate and Professional Studies and to the Registrar.

THESIS

A thesis is a manuscript that documents systematic inquiry into a research question. It, like a comprehensive examination, allows for a capstone type of integration of material.

— A student should register for SOCL 600—Thesis Research after earning 27 credits. The *Application for Graduate Degree* must have already been filed in the Registration Office and a paper registration form must be completed to enroll. The student will earn six credits for the thesis research course upon successful completion of an oral defense of the thesis. Successful course work, thesis preparation and defense will result in a total of 33 credit hours.

— A student interested in the thesis option should begin exploring thesis possibilities with instructors soon after entering the program. The graduate faculty will assist students in the choice of a thesis director and committee members. The committee must consist of a thesis director and two other graduate sociology and anthropology faculty who are qualified to serve as committee members and readers of the thesis. As soon as the student has secured members of the thesis committee, he or she must develop an acceptable thesis proposal. This proposal must be approved and signed by the committee and the department chair. After the thesis committee has approved the proposal, the student may be asked to defend orally the proposal.

— The student must conduct research and report the results in the appropriate sociological format. The thesis should demonstrate originality and understanding of the chosen topic. The grading system for the evaluation of the thesis will be pass (P)/satisfactory progress (SP)/not pass (NP). Students must remain continuously enrolled until completion.

— The student must pass an oral examination on the subject of the thesis and related questions. The official examiners will consist of the three committee members. An Oral Examination scheduling form must also be filed with the program coordinator and the College of Graduate and Professional Studies at least four weeks prior to the oral examination (defense) date.

— The completed thesis, when approved and defended, will carry the signatures of the members of the thesis committee. The student will supply a minimum of two copies of the approved thesis, one of which will be placed in the Longwood Library and another in the departmental library (see the Academic Regulations section of this catalog for general requirements for writing the thesis). The student will provide an abstract of the thesis of not more than 400 words to be filed in the College of Graduate and Professional Studies.

SOCIOLOGY/CRIMINAL JUSTICE AND SOCIAL POLICY, THESIS OPTION

PROGRAM REQUIREMENTS

REQUIRED COURSES. (18)

SOCL 501 Sociological Theory (3)

SOCL 502 Criminological Theory (3)

SOCL 503 Research and Evaluation Techniques I (3)

SOCL 504 Research and Evaluation Techniques II (3)

SOCL 600 Thesis Research (6)

ELECTIVE COURSES. (15) Select five* courses from the following:

SOCL 505 Issues in Criminal Justice (3)

SOCL 506 Sociology of Policing (3)

SOCL 507 Corrections (3)

SOCL 508 Urban and Rural Culture (3)

SOCL 510 Sociology of Criminal Law and Civil Liberties (3)

SOCL 511 Ethnic and Racial Groups in the United States (3)

SOCL 512 Corrections for Special Populations (3)

SOCL 513 Demography (3)
 SOCL 514 Police and the Community (3)
 SOCL 515 Juvenile Delinquency (3)
 SOCL 516 Administration and Leadership in Organizations (3)
 SOCL 517 Small Group Dynamics (3)
 SOCL 518 Contemporary Social Problems and Policies (3)
 SOCL 519 Revolution and Terrorism (3)
 SOCL 520 Victimization (3)
 SOCL 521 White Collar Crime (3)
 SOCL 522 Field Practicum (3, 3)
 SOCL 523 Women and Crime (3)
 SOCL 524 Family Violence and the Criminal Justice System (3)
 SOCL 525 Social Policy Formulation and Implementation (3)
 SOCL 526 Writing in the Social Sciences (3)
 SOCL 527 Administrative Issues in Criminal Justice (3)
 SOCL 595 Special Topics/Topics vary (3)
 *OUTSIDE OF DEPARTMENT ELECTIVE COURSES.

Students may select up to two of the following to fulfill up to six (6) credits from the fifteen (15) credits required above:

COUN 505 Theories of Counseling and Psychotherapy (3)
 EDUC 521 Human Growth and Development (3)

TOTAL HOURS REQUIRED: 33

SOCIOLOGY/CRIMINAL JUSTICE AND SOCIAL POLICY, COMPREHENSIVE EXAMINATION OPTION PROGRAM REQUIREMENTS

REQUIRED COURSES. (12)

SOCL 501 Sociological Theory (3)
 SOCL 502 Criminological Theory (3)
 SOCL 503 Research and Evaluation Techniques I (3)
 SOCL 504 Research and Evaluation Techniques II (3)
 SOCL 699 Comprehensive Examination (0)

ELECTIVE COURSES. (24) Select eight* courses from the following:

SOCL 505 Issues in Criminal Justice (3)
 SOCL 506 Sociology of Policing (3)
 SOCL 507 Corrections (3)
 SOCL 508 Urban and Rural Culture (3)
 SOCL 510 Sociology of Criminal Law and Civil Liberties (3)
 SOCL 511 Ethnic and Racial Groups in the United States (3)
 SOCL 512 Corrections for Special Populations (3)
 SOCL 513 Demography (3)
 SOCL 514 Police and the Community (3)
 SOCL 515 Juvenile Delinquency (3)
 SOCL 516 Administration and Leadership in Organizations (3)
 SOCL 517 Small Group Dynamics (3)
 SOCL 518 Contemporary Social Problems and Policies (3)
 SOCL 519 Revolution and Terrorism (3)
 SOCL 520 Victimization (3)
 SOCL 521 White Collar Crime (3)
 SOCL 522 Field Practicum (3, 3)
 SOCL 523 Women and Crime (3)
 SOCL 524 Family Violence and the Criminal Justice System (3)
 SOCL 525 Social Policy Formulation and Implementation (3)
 SOCL 526 Writing in the Social Sciences (3)
 SOCL 527 Administrative Issues in Criminal Justice (3)
 SOCL 595 Special Topics/Topics vary (3)

*OUTSIDE OF DEPARTMENT ELECTIVE COURSES.

Students may select up to two of the following to fulfill up to six (6) credits from the twenty-four (24) credits required above:

COUN 505 Theories of Counseling and Psychotherapy (3)

EDUC 521 Human Growth and Development (3)

TOTAL HOURS REQUIRED: 36

SOCIOLOGY/CRIMINAL JUSTICE FIVE YEAR PROGRAM

The Sociology/Criminal Justice Five Year Master of Science degree is open only to Longwood students who complete the 120 hours of degree requirements for the Longwood Criminology/Criminal Justice major, BS degree or Longwood students enrolled in another undergraduate degree program who successfully complete the application process. Successful completion of this program leads to the Bachelor of Science degree in Criminology/Criminal Justice in four years and the Master of Science degree in Sociology with a concentration in Criminal Justice after the fifth year.

— Students must be admitted to the program by the beginning of their junior year. Students must have a 2.75 GPA, complete a departmental application (forms available in the Department Office), and submit a 500-word letter of interest. Students who transfer into the undergraduate program with sixty hours may apply after two semesters or twelve hours of upper level course work is completed at Longwood. Students in their final undergraduate semester must complete a formal **Application for Graduate Admission** (forms available in the College of Graduate and Professional Studies and on the CGPS website) and satisfy all graduate studies admissions requirements.

PROGRAM REQUIREMENTS

REQUIRED COURSES: (15)

Graduate Classes Taken as Undergraduate Major

SOCL 502 Criminological Theory**

SOCL 527 Administrative Issues In Criminal Justice**

Graduate Classes Taken In fifth year

SOCL 501 Sociological Theory (3)

SOCL 503 Research and Evaluation Techniques I (3)

SOCL 504 Research and Evaluation Techniques II (3)

SOCL 522 Field Practicum (6)

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SOCL 699 Comprehensive Examination (0)

REQUIRED ELECTIVE COURSES: (15) Select five* courses from the following:

SOCL 505 Issues in Criminal Justice (3)

SOCL 506 Sociology of Policing (3)

SOCL 507 Corrections (3)

SOCL 508 Urban and Rural Culture (3)

SOCL 510 Sociology of Criminal Law and Civil Liberties (3)

SOCL 511 Ethnic and Racial Groups in the United States (3)

SOCL 512 Corrections for Special Populations (3)

SOCL 513 Demography (3)

SOCL 514 Police and the Community (3)

SOCL 515 Juvenile Delinquency (3)

SOCL 516 Administration and Leadership in Organizations (3)

SOCL 517 Small Group Dynamics (3)

SOCL 518 Contemporary Social Problems and Policies (3)

SOCL 519 Revolution and Terrorism (3)

SOCL 520 Victimization (3)

SOCL 521 White Collar Crime (3)

SOCL 523 Women and Crime (3)

SOCL 524 Family Violence and the Criminal Justice System (3)

SOCL 525 Social Policy Formulation and Implementation (3)

SOCL 526 Writing in the Social Sciences (3)

SOCL 595 Special Topics/Topics vary (3)

***OUTSIDE OF DEPARTMENT ELECTIVE COURSES:**

Students may select up to two of the following to fulfill up to six (6) credits from the fifteen (15) credits required above:

~~COUN 505 Theories of Counseling and Psychotherapy (3)~~

~~EDUC 521 Human Growth and Development (3)~~

TOTAL HOURS REQUIRED: 30

+ delete numerous other mentions of the program in the catalog.

III. Rationale for proposed changes. *Attach extra sheet if necessary.*

With the increase enrollments in the undergraduate Criminology/Criminal Justice Major, the Program no longer has adequate faculty resources to offer the graduate Master of Science – Sociology degree.

IV. Resource Assessment

A. Estimate any change in staff requirements that would result from this program change.

None.

B. Estimate the amount and cost of any extra equipment, library resources, computer hardware or software, or other resources that would be required to carry out this program change.

None.

V. Affected Departments or Programs:

If the proposed program changes could have an impact on other departments or programs, the appropriate affected chairs or program directors should be notified of the proposed changes.

A. List other departments/programs that might be affected:

None.

B. Individuals contacted and date contacted:

**SIGNATURE PAGE
GRADUATE PROGRAM CHANGE**

Sociology,
Anthropology and
Criminal Justice

Department Studies Program Name Master of Science – Sociology

	Date Received	Date Approved	Signature
1. Department Curriculum Committee Chair	<u>8/27/15</u>	<u>8/27/15</u>	<u>[Signature]</u>

2. Department Chair 8/27/15 _____
 The Department Chairs, whose programs may be affected, have been notified: [Signature]

Department _____	Date Notified _____
Department _____	Date Notified _____
Department _____	Date Notified _____

3. College Dean	<u>8/27/15</u>	<u>8/27/15</u>	<u>[Signature]</u>
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4. Graduate Dean	<u>8-27-15</u>	<u>9/3/15</u>	<u>[Signature]</u>
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5. Graduate Curriculum Committee	<u>8-27-15</u>	<u>9/3/15</u>	<u>[Signature]</u>
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6. Educational Policy Committee	<u>14</u> <u>22 SEP. 2015</u>	<u>22 SEP. 2015</u>	<u>[Signature]</u>
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7. *Faculty Senate _____

8. *VPAA _____

9. *OAIR (notification only) _____

10. *BOV/SCHEV - VPAA will submit materials for approval

11. Date received by Registrar _____

*Substantive change (see definition and consult EPC chair prior to submitting materials)

All curriculum proposals/changes are processed in the date order received. In order to be included in the next academic year's catalog, all paperwork must be submitted no later than:

February 1st to the Graduate Curriculum Committee
March 1st to the Educational Policy Committee (EPC)

Submission within the deadlines does not guarantee processing in time for the next academic year's catalog.

Revised September 2014, Summer 2015