

OFFICE OF THE PROVOST
AUG 27 2004

(2)

PROCESS A Non-GENERAL EDUCATION CURRICULUM PROPOSAL SCC #03-04
LIBRARY RESOURCE FORM REQUIREMENTS ROWAN UNIVERSITY

709 ✓

Deadlines

October 3, 2003 to be implemented Fall 2004 - February 13, 2004 to be implemented Spring 2005

PROPOSAL TITLE: Administrative Law/Ethics

Sponsor(s) Dr. Allan Isaac E-Mail: _____ Ext: 3725

Dr. Stanley B. Yeldell E-Mail: _____ Ext: 3537

DEPARTMENT: Law/Justice

COLLEGE: Liberal Arts and Sciences

If Liberal Arts & Sciences CHECK :

History/Humanities Math/Sciences Social/Behavioral Sciences

UNDERGRADUATE GRADUATE

THE ATTACHED **NON-GEN-ED** PROPOSAL IS BEST DESCRIBED BY THE ITEM(S) CHECKED

- New non-gen-ed course
- Short-term non-gen-ed course
- Minor curricular changes (fewer than three) to:
- Existing non-gen-ed course
- Non-gen-ed degree requirements
- Major
- Minor, specialization, concentration, track, certificate program

THE FOLLOWING SIGNATURES REPRESENT APPROVAL

Department Chair: [Signature] Date: 7/29/03

Department Curriculum Chair: [Signature] Date: 9/1/03

Academic Dean: [Signature] Date: 10-1-03

COLLEGE CURRICULUM COMMITTEE

OPEN HEARING Date: 11-18-03 Approved Not Approved

COLLEGE CURRICULUM CHAIR: [Signature]

Senate Curriculum Chair Signature: [Signature] Date: Senate (Announcement) 6-30-2004

Comments:

Must complete these changes (requirements)

EXECUTIVE VICE PRESIDENT/PROVOST Signature: C. L. Lanni Date: 8/30/04

Approved Not Approved

REGISTRAR

Date: 9/7/04 Course Description Received & Approved ~ Hegis Taxonomy & Course #: 2105516

Registrar Signature: [Signature]

NOTIFICATION FORWARD

SCC Chair Academic Dean Department Chair Registrar IR CAP

VP Student Affairs Others

TM 9/12/04 [Signature]

COURSE PROPOSAL

1. Details

- a. Course Title: Administrative Law and Ethics
- b. Sponsors: Drs. Allan Jiao and Stanley Yeldell
- c. Credit Hours: 3 s.h.
- d. Course Level: Graduate
- e. Curricular Effect: No effect on undergraduate curriculum. No effect on Graduate Programs in other departments/colleges. Courses will be offered as elective courses for graduate students in the new Master's Degree Program in Criminal Justice.
- f. Prerequisites: Admission to the program.
- g. Suggested time and scale of implementation: The course would be initially offered the third semester after the program starts (estimated to be fall 2006) and would be offered once or twice a year.
- h. Staffing and resources: current faculty and new faculty positions for the new Master's Degree Program in Criminal Justice.
- i. Library Impact: current holdings will be sufficient.
- j. Short-term evaluations: None

2. Rationale:

a. It is imperative for students to understand the importance and relevance of Administrative Law and Ethics as it relates to the decision making process and how to resolve ethical issues. While most students entering the Master's Program will possess degrees in criminal justice but many of the undergraduate programs are lacking in courses that present a thorough study of Administrative Law and Ethics. Additionally, it is necessary that students both with degrees in criminal justice and degrees in related fields come to appreciate the importance of rendering life-changing decisions that promote and ensure justice.

b. Many undergraduate programs focus on the historical and developmental state of the criminal justice system, but graduate programs must allow the students to develop an in-depth understanding of the ethical and administrative concerns. It is necessary that a person with a post-bachelor's degree be able to discuss the major ethical issues and the

administrative law decisions, and have the ability to complete research of ethical issues and administrative problems.

c. Criminal justice must adhere to how certain conduct raises ethical as well as administrative issues. In order to offer a quality graduate program a course must be instituted to deal with the numerous ethical issues and how administrative law adjudicates related disputes, takes informal discretionary actions and conducts investigations.

3. Essence of Course:

a. Objectives

1. To understand the criminal justice system both in terms of ethical considerations and administrative actions.
2. To understand the role, responsibilities, and limitations of the criminal justice practicum within administrative law.
3. To understand research related to contemporary ethical issues and to be able to examine the practical applications of said research.
4. To understand research relating to contemporary administrative actions and to be able to examine the practical applications as it relates to the Administrative Procedure Act.
5. To be able to critically assess related research in the field and ethical and administrative issues.

b. Illustrative Topical Outline

1. Overview of Administrative Law.
 - a. What are the various ways in which administrative agencies operate?
 - b. What are the key principles of administrative law?
 - c. How are constitutional issues raised by the creation of administrative agencies concerning the separation of power, the proper delegation of authority, and the limits imposed on agency actions by the Bill of Rights?
 - d. What Doctrines limit the decision making power of agencies?

- e. How to find the rules of a particular agency and how to obtain documents according to the Freedom of Information Act?

2. Administrative Law

The topics may include:

- a. The principles and practice of administrative law in the state and federal field.
- b. provisions of the Administrative Procedure Act dealing with formal and informal rulemaking and adjudication.
- c. notice, hearing, evidence findings, and control by the courts, with a discussion of pertinent and applicable principles of Constitutional Law.

3. Ethical Issues in Law Enforcement

The topics may include:

- a. Police corruption and their conduct
- b. Ethical Dilemmas in Police Work
- c. A Code of Ethics for police

4. Ethical Issues and the Courts

The Topics may include:

- a. The Practice of Law
 - 1. Pure Legal Advocates and Moral Agents
 - 2. Two Concepts of a Lawyer in an Adversary System
 - 3. Why Prosecutors Misbehave
 - 4. Reforming - Plea Bargaining to Facilitate Ethical Discourse
- b. Sentencing
 - 1. Ethical Issues in Sentencing

2. Myth that Punishment can fit the Crime

3. A Life for a Life? Opinion and Debate

5. Ethical Issues in Corrections

The Topics May Include:

- a. Keeping an Eye on the Keeper: Prison Corruption and Its Control
- b. Ethical Issues in Probation and Parole
- c. Forgiveness and Juvenile Justice

6. Ethics and Crime Control Policy

The Topics May Include:

- a. Crime, Criminals and Crime Control Policy Myths
- b. Assessing Blame
- c. Ethics in Public Service

7. Possible Texts:

Bagley, Constance. 2002, Managers And The Legal Environment. 5/e. Cincinnati, OH: West Publishing Co.

Braswell, Michael C., Belinda R. and Bernard J. McCarthy. 1996. Justice, Crime and Ethics. 2/e. Cincinnati, OH: Anderson Publishing Co.

Carlson, Daniel P., and John R. Jones, 2004, Reputable Conduct. 2/c. Columbus, OH: Prentice Hall.

Garofalo, Charles, and Dean Geuras, 1999, Ethics In The Public Service. Washington, D.C.: Georgetown University Press.

Goodman, Debbie J., 2004, Enforcing Ethics. 2/e. Columbus, OH: Prentice Hall.

Muraskin, Matthew and Roslyn Muraskin. 2001, Morality And The Law. Upper Saddle River, NJ: Prentice Hall.

Souryal, Sam S.. 1992. Ethics in Criminal Justice, Cincinnati, OH: Anderson Publishing Co.

c. Course Processes and Pedagogy

The course will be largely a seminar course, with some materials directly presented by the professor. Students will participate regularly in a seminar style and will be required to participate in panel discussions.

d. Evaluation and Grading of Students

The student will be required to submit extensive critiques on the Typology of Constitutional Arguments as it relates to Administrative Law and Ethical issues, demonstrating: The ability to find and review research articles and the ability to appreciate the interdependence of the three branches of government and apply research to abstract and practical matters and ability to espouse. Critical analysis both in writing and orally.

e. Course Evaluation

The course will be evaluated by utilizing the Student Instructional Reports (SIRs), and currently being used by the department.

Catalog Description

Administrative Law/Ethics

This course focuses on the relevance of administrative law and ethics as they relate to the decision making process in criminal justice. Administrative actions and ethical issues permeate the criminal justice system. As such, students will be exposed to Administrative Law, including discussions on key principles of Administrative Law, limiting doctrines, and particular agency rules. Students will also spend time studying ethics. Discussions may include police corruption, prosecutorial misconduct, ethical issues in sentencing, prison corruption, and ethics in the creation and implementation of crime control policy.

SCC#03-04 709
Rowan University

**CURRICULUM PROPOSAL
LIBRARY RESOURCE FORM**

The purpose of this form is to provide a channel of communication between the library and faculty changing and designing new courses/programs. The information will be used to assess the resources available in the library, and to identify resources the library should acquire to support the course/program. The information will also provide rationale for institutional support for library acquisitions. This form should be completed in a coordinated effort between the course sponsor(s) and the academic department liaison librarian. **THIS FORM MUST BE COMPLETED FOR ALL CURRICULUM PROPOSALS.**

The sponsor(s) complete parts A & B

If assistance is required to complete parts A & B, please notify the liaison librarian.

Forward this form to the librarian who will complete parts C, D & E

This form must be completed and attached to the original curriculum proposal before being

approved by the Senate Curriculum Committee

A. College Liberal Arts and Sciences Department Law/Judicial Studies

Proposed by Dr. Allen J. ... Date: 9/23/2003

Course Title: Administrative Law and Ethics

Anticipated Date for Course/Program Offering: Fall 2004

B. List specific resources that should be acquired to support this course. The current resources are sufficient.

C. Describe the resources available in the library to support this course/program, including reference, monographic, electronic databases, audio-visual materials, etc. A summary statement is sufficient.

NJAC - New Jersey Admin Code
Code of Fed Reg (Paper-Govt Publications)
see attached print-out for sampling of books.
Electronic databases
Criminal Justice Abs.
Lexis Nexis Academic
Sociological Abstracts
ACP

D. List key periodicals available in the library to support this course/program.

Administrative Law Journal - Lexis Nexis Aug 1993 - 1996
NYLS Citglew - Lexis Nexis Academic 1995 - present
Regulation - ABI Inform, 1997 - present
Widener J. of Public Law - Lexis/Nexis 1995 - present

E. Librarian comments and recommendations:

The resources are sufficient. The liaison and departmental representative should work together to select books to build the library collection in this area

Name: LIBRARIAN LIAISON

Cynthia Mullens

Librarian Signature:

Cynthia Mullens

Keith and Shirley Campbell Library

at Rowan University

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<input type="checkbox"/> [21]	Interim report to the President / by the Task Force on Sex Discrimination, Civil Rights Division, U.S. Department of Justice.	United States. Dept. of Justice. Task Force on Sex Discrimination.	1978
<i>Library Location: Gov.Doc. Call Number: DOC. J1.2:IN 8/2 Status: Not Charged</i>			
<input type="checkbox"/> [22]	Judicial compulsions : how public law distorts public policy / Jeremy Rabkin.	Rabkin, Jeremy A.	1989
<i>Library Location: Main Call Number: KF5425.R33 1989 Status: Not Charged</i>			
<input type="checkbox"/> [23]	Judicial function in Federal administrative agencies [by] Joseph P. Chamberlain, Noel T. Dowling [and] Paul R. Hays.	Chamberlain, Joseph Perkins, 1873-1951.	1970
<i>Library Location: Main Call Number: KF5417.C43.1970 Status: Not Charged</i>			
<input type="checkbox"/> [24]	Law, regulation, and governance / edited by Michael Mac Neil, Neil Sargent, and Peter Swan.		2002
<i>Library Location: Main Call Number: JZ1318 .L39 2002 Status: Not Charged</i>			
<input type="checkbox"/> [25]	Legislative and administrative processes / by Hans A. Linde and George Bunn.	Linde, Hans A.	1976
<i>Library Location: Main Call Number: KF4945.A7L5 Status: Not Charged</i>			
<input type="checkbox"/> [26]	Local and central government; a comparative study of England, France, Prussia, and the United States.	Ashley, Percy, 1876-1945	1969
<i>Library Location: Main Call Number: JS78A81969 Status: Not Charged</i>			
<input type="checkbox"/> [27]	Major regulatory initiatives during 1978 : the agencies, the courts, and the Congress.	American Enterprise Institute for Public Policy Research.	1978

	<i>Library Location: Main Call Number: KF5407.Z9A473 Status: Not Charged</i>		
<input type="checkbox"/> [28]	Major regulatory initiatives during 1979 : the agencies, the courts, the Congress.	American Enterprise Institute for Public Policy Research.	1980
	<i>Library Location: Main Call Number: KF5407.Z9 A473 Status: Not Charged</i>		
<input type="checkbox"/> [29]	NYLS citylaw / Center for New York City Law at New York Law School.		1995
	<i>No Holdings Available</i>		
<input type="checkbox"/> [30]	Opinions of the Attorney General of Ohio.	Ohio. Attorney General's Office.	1916
	<i>No Holdings Available</i>		
<input type="checkbox"/> [31]	Political bureaucracy [by] Lewis C. Mainzer. With an introd. by Edward W. Brooke.	Mainzer, Lewis C., 1928-	1973
	<i>Library Location: Main Call Number: JK421.M335 Status: Not Charged</i>		
<input type="checkbox"/> [32]	Present day political organization of China, by H. S. Brunnert and V. V. Hagelstrom. Rev. by N. Th. Kolesoff. Translated from the Russian ... by A. Beltchenko and E. E. Moran.	Brunnert, Ippol'it Semenov'ich.	1971
	<i>Library Location: Main Call Number: JQ1503.1912.B7 1971 Status: Not Charged</i>		
<input type="checkbox"/> [33]	Presidents, parties, and the state : a party system perspective on Democratic regulatory choice, 1884-1936 / Scott C. James.	James, Scott Curtis, 1955-	2000
	<i>Library Location: Main Call Number: JK2316 .J36 2000 Status: Not Charged</i>		
<input type="checkbox"/> [34]	Public administration.	Pfiffner, John McDonald, 1893-	1960
	<i>Library Location: Main Call Number: JK421.P4 1960 Status: Not Charged</i>		
<input type="checkbox"/> [35]	Public administration [by] John M. Pfiffner [and] Robert Presthus.	Pfiffner, John McDonald, 1893-	1967
	<i>Library Location: Main Call Number: JK421.P4 1967 Status: Not Charged</i>		
<input type="checkbox"/> [36]	Public service reforms : issues of accountability and public law / Dawn Oliver and Gavin Drewry.	Oliver, Dawn.	1996
	<i>Library Location: Main Call Number: KD4879 .O44 1996 Status: Not Charged</i>		
<input type="checkbox"/> [37]	Regulation.		1977
	<i>No Holdings Available</i>		
<input type="checkbox"/> [38]	Regulation and regulatory reform : a survey of proposals of the 95th Congress.	American Enterprise Institute for Public Policy Research.	1978
	<i>Library Location: Main Call Number: KF5407.Z9A475 Status: Not Charged</i>		
	Regulation and the courts : the case of the Clean Air		

<input type="checkbox"/> [39]	Act / R. Shep Melnick.	Melnick, R. Shep, 1951-	1983
<i>Library Location: Main Call Number: KF3812.M44 1983 Status: Not Charged</i>			
<input type="checkbox"/> [40]	Regulatory flexibility act.		
<i>Library Location: Gov.Doc. Call Number: DOC. SBA 1.2:R 26 Status: Not Charged</i>			

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December 8, 2003
Dr. Stanley B. Yeldell
Law and Justice Studies

Re: Administrative Law and Ethics

Dear Dr. Yeldell:

This letter is in response to your request for a review of the above referenced course.

1. The Course does not conflict with any course offered within the Accounting and Finance Department or the College of Business.

At the graduate level, the Accounting and Finance department offers a Seminar in Business Law. In this course students study the legal aspects of sales, liability, secured transactions, commercial paper and consumer credit. In addition, this course emphasizes legal analysis and research. Currently this is the only graduate level law course offered within the College of Business.

This course is different from the proposed because the topics of ethics and administrative law are not covered. It is a course covering civil law as opposed to criminal law in the proposed course.

At the undergraduate level, the College of Business of business offers three legal courses:

- a. Legal Environment of Business. This is a sophomore level course that allows students to examine the legal process and the legal environment within which business must operate, as well as the interrelationship of government and business.
- b. Legal Aspects of Human Resource Management. This course introduces students to three areas of human resources management which are extensively regulated by federal and state legislation. Legislation studied includes the Occupational Safety and Health Act(OSHA), the Equal Employment Opportunity Act(EEO), and the Employment Retirement Income Security Act(ERISA).
- c. Law for Accountants. This course is the undergraduate version of the Seminar with the same name described above.

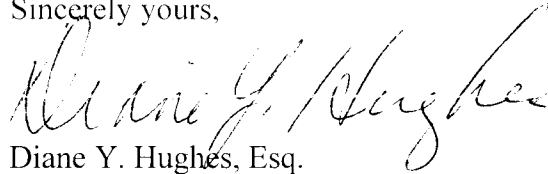
Only in Legal Environment of Business are administrative law topics covered briefly as an introduction to the study of law. Issues of ethics occasionally arise in the process of covering other business related civil law topics.

2. The course does not present any objections to being offered by Law and Justice Studies graduate program in light of the above analysis.

3. I would support the course offering by Law and Justice Studies.
An administrative law course is a necessity for any student with an interest in entering the criminal justice field. It is imperative that they understand the development of our criminal justice system, develop a deep appreciation for it and be able to adhere to and uphold the various ethical canons.

I think the proposed course will fill a much needed void within the University.

Sincerely yours,

A handwritten signature in cursive script that reads "Diane Y. Hughes".

Diane Y. Hughes, Esq.
Accounting and Finance Department