

**Criminal Justice, Crime Scene, Paralegal & BAS Public Safety Administration Programs  
Breakout Session Meeting Minutes  
January 9, 2015**

**In Attendance:** Lincoln Barton, Michele Gatto, Dr. Richard Worch, Michael Nisson, Dennis Fahey, Dr. Mary Conwell, Dr. Sandy Towers, Dr. Matthew Hoffman, and Jill DeValk

**Paralegal Program:** Professor Conwell introduced Matthew Hoffman as the new Paralegal/Business full-time faculty member. Matt has been teaching as an adjunct professor at FSW and was instrumental in the creation of online courses for the paralegal program. Torts and Litigation were initially offered online in Fall 2014 and Introduction to Paralegal Studies was introduced this semester. In addition, the online course for Legal Research and Writing II is nearing completion. Mary also mentioned that she attended the American Association for Paralegal Educators' convention in Las Vegas, Nevada in November 2014.

**CJ, Crime Scene, and BAS PSA:** Dr. Worch commented that this semester the online PAD courses will be reviewed for possible rewrites. In fall 2014, the Intro to Criminal Justice, Criminal Investigation Techniques, Juvenile Delinquency, Criminal Law, and Criminal Procedure and Evidence courses online Criminal Justice CANVAS shells were revised with the assistance of Marilyn Goby, Instructional Designer from FSW Online. The new shells include a short video overview by Professor Robert Knott and present a polished, professional image.

Professor Fahey inquired who had reviewed the courses. Dr. Worch replied that all of the above mentioned Criminal Justice revised online course CANVAS shells were reviewed by Robert Knott, Lincoln Barton, and Dr. Worch. The Crime Scene courses have not been reviewed yet.

Dr. Worch requested from Professor Fahey and Professor Nisson which courses have learning outcomes that are not addressed in the textbooks in response to Professor Fahey's remark that the textbooks for those courses do not cover all of the learning outcomes. Dr. Worch replied that it is the responsibility of the professor to find new research to discover an outside source to address the learning outcome. A video or article could suffice.

**Textbook Adoptions:** All of the textbooks for the law programs will remain the same for the 2015-16 academic year with the exception of edition changes.

*The meeting was adjourned at 2:55 p.m. JD*