

**An
Informational
Handbook
For
Public
Justice
Majors**



2009 Edition

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The SUNY Oswego Public Justice Department offers a broad-based Bachelor of Arts program centered mainly in the Social and Behavioral Sciences, designed to meet the needs of majors with diverse interests and career goals. Public Justice is not a vocational program. It is a liberal arts major with an emphasis on theory and practice in the civil and criminal justice system and related social and human services. Students who have majored in Public Justice have become lawyers, social workers, and teachers, as well as law enforcement, probation, and corrections officers. Public Justice Graduates run mediation services, counsel alcohol and substance abusers, and direct programs to address problems concerning domestic violence. Many Public Justice graduates eventually go on to pursue graduate study in a variety of disciplines, including social work, public administration, criminal justice, forensic science, and judicial administration. The purpose of this handbook is to provide each Public Justice student with the information needed to create, in consultation with an advisor, a major program to meet his or her own academic interests and career goals. Our faculty is very concerned with the needs of students and is available to answer questions, discuss problems, or just chat. Your advisor, the Advisement Coordinator, and the Department Chairperson are easily accessible, so if you have a question or a problem, just let us know.

We revise and update this handbook regularly, so we would appreciate any suggestions you may have for changes or additions in future handbooks.

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WHAT IS PUBLIC JUSTICE?

The Public Justice major at SUNY Oswego is a multidisciplinary liberal arts program with special emphasis in the social and behavioral sciences, leading to a Bachelor of Arts degree. Its areas of study include but are not limited to: administration of justice, corrections, court and judicial administration, juvenile delinquency, law enforcement, probation, parole, community-based rehabilitation programs, private security, and pre-law.

The title, Public Justice, indicates that the program is concerned with a range of matters beyond the confines of the criminal justice system. Public Justice is a field of study that encompasses the origins, missions, goals, policies, and methods of the civil and criminal justice systems, as well as the human services system. It concerns itself with history, public policy, ethics, and social and political organization. Public Justice deals with the way laws are made, applied and enforced. It deals with the policies and goals that inspire those laws and for whose accomplishment the laws are a vehicle. It deals with public service and public institutions that are a part of the enterprise of maintaining order in society and, to an increasing extent, responsible for distributing entitlements to the public. The goal of Public Justice is to examine the way this public enterprise does—and should—interact with its constituents. To achieve this goal, Public Justice majors combine a broad-based liberal arts education, in-depth research on topics in which they have a special interest, and supervised fieldwork experience. Students are taught by Public Justice core faculty, faculty from supporting departments, and adjunct faculty with specialized knowledge and experience.

Some new students (either first-year or transfer) declare their interest in Public Justice when they are admitted to the College and become Public Justice majors at that time. Other students decide to declare Public Justice after they have been admitted to SUNY Oswego. Since Public Justice is a multidisciplinary program, first and second year students interested in the major can begin preparing to work on the major requirements by enrolling in the appropriate introductory level courses in the social and behavioral sciences.

PUBLIC JUSTICE MAJOR
Arts & Sciences, B.A. Degree
36 - 39 semester hours

A. Basic Requirements (15-18 sh)

- PBJ 101 - Introduction to Public Justice (3 sh)
- PBJ 201 - Survey of American Non-Criminal Law (3 sh)
- *PBJ 301 - The Public Justice System (3 sh)
- *PBJ 397 - Practicum in Public Justice (3-6 sh)
- *PBJ 401 - Senior Seminar in Public Justice (3 sh)
- * Course must be taken at SUNY Oswego

B. Advanced Writing Requirements (15 sh)

1) Students must complete the following courses as part of their Advanced Writing Requirement under the General Education requirements: PBJ 201; PBJ 301; PBJ 397; PBJ 401. 2) Students must choose one additional course from a list of approved courses: PBJ 347; PBJ 350; PBJ 351; PBJ 363; PBJ 385; PBJ 425; PBJ 460 or approved courses from other departments.

C. Public Justice Electives (21 sh)

To be selected under advisement from a list approved by the core faculty. The sequence of courses should be individually designed by the student and advisor in relation to the student's interests and career plans.

Note: At least 15 semester hours of major electives must be upper division courses (300-level or above).

Major electives include courses in other departments approved by your advisor and such Public Justice courses as:

PBJ 102	Intro to Human Services	PBJ 366	Organized Crime
PBJ 202	Helping Skills	PBJ 367	Women & Crime
PBJ 300	Topics in Public Justice	PBJ 377	Choosing to Die
PBJ 302	Program Planning & Eval	PBJ 383	Terrorism & Homeland Security
PBJ 325	Poor & the Courts	PBJ 385	Drugs & Crime
PBJ 330	Crime & the Media	PBJ 387	Research Methods & Data Analysis
PBJ 345	Criminal Investigation	PBJ 400	Advanced Topics in Public Justice
PBJ 347	Crime & Society	PBJ 425	Comparative Justice Systems
PBJ 348	Criminal Evidence	PBJ 454	Religion, Crime, & Justice
PBJ 350	Proseminar in Public Justice	PBJ 460	Current Problems in American Law
PBJ 351	Report Writing	PBJ 463	American Indian Law & Federal
PBJ 360	Discrimination in the Workplace		Indian Policy
PBJ 361	Family Law	PBJ 399/499	Independent Study* *(See the
PBJ 363	Women & the Law		College Catalog for Independent Study requirements)
PBJ 365	Intro to Criminal Law		

Other electives will be added from time to time. For elective courses offered by cooperating departments please refer to the "Electives" list located in the Public Justice Department. Check with the Undergraduate Advisement & Registration Bulletin for the semester for which you are registering.

Public Justice Department Writing Plan

Below is the Writing Plan for the Public Justice Department. Please see your faculty advisor to learn how this affects you as a Public Justice major.

I. Rationale

Public Justice is a program that is concerned with a range of matters beyond the confines of the criminal justice system. It is a field of study that encompasses the origins, missions, goals, policies and methods of the civil and criminal justice systems, as well as the human services system. This multidisciplinary liberal arts program concerns itself with history, public policy, ethics and social and political organization. Public Justice deals with the way laws are made, applied and enforced. It embraces the policies and goals that inspire those laws and for whose accomplishment the laws are a vehicle. The program involves public service and public institutions that are a part of the enterprise of maintaining order in society and, to an increasing extent, responsible for distributing entitlements to the public. Public Justice majors combine a broad-based liberal arts education, in-depth research on topics in which they have a special interest, and supervised fieldwork experience.

Students who wish to pursue careers in the public justice system must be able to speak and write clearly and effectively, analyze and solve problems, observe events and behavior and report their observations accurately, and work cooperatively with others. To properly meet these objectives, writing is imperative. Writing is a process that requires development of research and critical thinking skills.

II. Writing Goals

1. Learn to read critically and analytically various types of written sources: documents, texts, newspapers, legal decisions, criminal records and investigative reports, correspondence.
2. Learn to use primary and secondary sources.
3. Learn to utilize writing effectively to demonstrate mastery of Public Justice vocabulary and subject matter, in term papers, essay exams, research papers, reports, journals, reaction papers, etc.
4. Learn to use the library and on-line sources to conduct research and be able to cite appropriately.
5. Learn to use writing to communicate ideas and interpretations clearly to others.
6. Learn to use writing to summarize and synthesize information from different sources.
7. Learn to evaluate the strengths and weaknesses of various arguments and interpretations.
8. Learn to properly document sources in research and writing.

III. Writing Program Objectives

Since writing is a developmental process, various levels and types of writing activities and strategies may be employed in the five (5) writing courses mandated for Public Justice majors. Public Justice students will be able to complete their General Education writing requirements with courses drawn exclusively from their major program; however, majors may also complete their writing requirements with one or two writing courses from outside the discipline as approved by the department.

A. Writing Courses Mandated for All Public Justice Majors

•**PBJ 201** – PBJ 201 provides an introduction to legal reasoning and the non-criminal legal process. The primary material is judicial opinions, and the course is taught by the case method. The course provides a basic understanding of the nature and operation of civil (non-criminal) law with emphasis upon kinds of legal actions, basic principles of law, and legal reasoning. Its purpose is to expand the student's knowledge and understanding of the American legal process and provide an insight into the way courts function and cases are decided. This is a discussion course.

**Mandated written assignments: All written assignments are due at class-time on the designated date. Late assignments may be reduced in grade for every day they are late. Unless otherwise instructed, you must type or word-process all written assignments. Your written assignments will be evaluated on content [which includes responsiveness to the questions posed by the assignment, extent of research, and quality of reasoning and argument], organization, and mechanics [which includes syntax, grammar, and spelling].

You are welcome and encouraged to consult the Teaching Assistant about your papers before you submit them. *A first draft and a re-write for each of three paper assignments is required as reflected on the course syllabus.*

You are also encouraged to discuss your performance on assignments you have received back. If you have questions about the assignments, ask them in advance, when you still have time to do something about it.

•**PBJ 301** - PBJ 301 provides the bridge between the introductory core courses in Public Justice and the required fieldwork experience of PBJ 397. The readings, class discussions, guest speakers, and field observations are intended to help students define their career plans, identify and secure a fieldwork site, learn the basics of organizational structure and management in public justice agencies, and prepare to write a paper comparing theory and practice.

**Mandated writing assignments consist of a professional portfolio and a theory & practice project. Additional writing assignments, such as observation reports, reaction papers, interviews, and essays, are included at the option of individual instructors. Library instruction is a recommended element of this course.

•**PBJ 397** - PBJ 397 gives students an opportunity to compare theory and practice in the context of a supervised fieldwork experience. The practicum allows students to integrate their classroom knowledge with the "real world" of the American system of justice. In this way, students are able to make judgments about the relationship of the "real" and the "ideal," and explore how the system really works. The practicum experience gives students an opportunity to make a critical assessment of themselves, their education, and the profession they are planning to pursue.

**Mandated writing assignments consist of fieldwork reports and a 15-20 page paper comparing theory and practice as it relates to the students' fieldwork. (All theory and practice papers require submission of: 1) outline and annotated bibliography; 2) first draft of paper; and 3) final version of paper.) Additional writing assignments, such as learning agreements, journals, and essays, are included at the option of individual instructors. Library instruction is a required element of this course.

•**PBJ 401** - PBJ 401 aims to enhance students' ability to integrate justice-related concepts and facts while refining their research, writing, and oral presentation skills. It provides an opportunity for Public Justice majors to draw together the various themes and strands of their learning experience in Public Justice and reexamine them in light of their cumulative educational and practical experience through a class presentation and an independent research project of their choice.

**Mandated writing assignments consist of a 15-20 page research paper on a public justice topic of the student's choice and a minimum of six reaction papers responding to class presentations. (This paper requires: 1) a proposal, outline and annotated bibliography; 2) a first draft of the paper; and 3) a final version of the paper.) Additional writing assignments may be included at the option of the instructor. Library instruction is a required element of this course.

B. Elective Courses that will Fulfill General Education Writing Requirements

Public Justice majors will select one of the following courses to complete their writing requirement. These courses will include writing-to-learn and advanced-level writing activities, such as: research papers, article and book reviews, reports, reaction papers, journals, debate papers, and essay exams. Library instruction is a recommended element in these courses. Approved upper division writing courses from other departments may be substituted subject to advisor approval.

Upper Division Electives:

- PBJ 347 - Crime and Society
- PBJ 350 - Proseminar in Public Justice
- PBJ 351 - Report Writing in Public Justice
- PBJ 363 - Women and the Law
- PBJ 385 - Drugs and Crime
- PBJ 425 - Comparative Justice Systems
- PBJ 460 - Current Issues in American Law

***An advanced writing course from another department may be accepted with advisor approval.**

****If PBJ 201 is taken at a college other than Oswego, an additional advanced writing elective is required.**

Restrictions apply to the Public Justice major program:

1. Public Justice majors may transfer to SUNY Oswego a maximum of six (6) upper division elective hours in the major from an accredited four-year or upper division college.
2. Public Justice majors may transfer to SUNY Oswego a maximum of six (6) lower division elective hours in the major from an accredited two- or four-year college.
3. To declare a Public Justice major, a student must have completed at least 30 semester hours. Students must have a cumulative average of at least 2.0 to apply.
4. To complete the major, the student must earn a grade of C- or better in each Public Justice core course and must maintain a minimum 2.0 average in all Public Justice major electives. This minimum 2.0 average will not be waived in any circumstances.
5. Students must complete all previous Public Justice courses with a grade of C- or better in order to be admitted to each successive core course in the required sequence.
6. Admission to Public Justice core courses after PBJ 201 is limited to declared Public Justice majors and second majors.
7. Students may not take more than 48 credit hours in Public Justice courses [Courses that start with the prefix of PBJ/CRJ]. This includes core and elective courses. Students may take elective courses in cooperating departments to fill out their elective requirements.

Any Public Justice core course that must be repeated must be taken at SUNY Oswego.

SEQUENTIAL COURSE POLICY

All Public Justice core courses must be taken in sequence. The prerequisite for all core courses is a grade of "C-" or better in all previous core courses. No two Public Justice core courses may be taken during the same semester.

Request for a Waiver of the Sequential Course Requirement:

This procedure applies only to requests for permission to take PBJ 397 and PBJ 401 during the same semester. No other waiver of the sequential course requirement will be considered.

A. Eligibility Requirements: You may be considered for waiver of the sequential course requirement if you are a declared Public Justice major and you can demonstrate that:

1. You need no more than 18 s.h. (21 s.h. for requests applying to spring semesters) to graduate, including PBJ 397 and PBJ 401, and all other requirements for graduation will be satisfied by the end of the semester to which the waiver applies; and
2. You are in good academic standing (a cumulative GPA of 2.0 or better); and
3. You have been (or will be) accepted into PBJ 397; and
4. You are out of sequence for a reason other than misconduct or serious irresponsibility.

B. Application Procedure:

1. Complete the request form provided by the Public Justice Department and attach it to your application for admission to PBJ 397. You must also include a current unofficial transcript and a list of courses in which you are currently enrolled.
2. Provide any further documentation, if requested.
The form must be submitted by:
 - October 1st for Spring Semester.
 - March 1st for Summer Session.
 - April 1st for Fall Semester.

B. Approval Procedure:

C.

1. Decisions to approve or disapprove waiver requests will be made by the Public Justice Department.
2. The Department Chairperson will produce a list of students eligible for waiver in priority order.
3. Eligible students will be permitted to register for PBJ 401 by add/drop according to their rank on the list and on a space-available basis. As many eligible students will be accommodated as there are available spaces in the sections of PBJ 401.
4. Any remaining eligible students on the list will be given preference for any spaces that open up in PBJ 401 during the add period due to another student dropping the course.
5. Students who are denied a waiver may not register for PBJ 397 and PBJ 401 during the same semester.

Please Note: Acceptance into PBJ 397 does not guarantee that your request for a waiver will be granted. You must have formal permission from the Public Justice Department before you can add PBJ 401.

D. Approval Criteria:

1. Your request for a waiver of the sequential course requirement is likely to be approved if you need to take PBJ 397 and PBJ 401 together due to circumstances beyond your control. "Circumstances beyond your control" would include:
 - a. Lack of PBJ 101 or equivalent at the time of transfer to SUNY Oswego;
 - b. Late declaration of Public Justice as your major or second major due to a change in academic or career goals;
 - c. Documented misadvisement as to course requirements;
 - d. Illness or circumstances beyond your control that required a late drop from a core course or withdrawal from the college;
 - e. Being closed out of a previous core course because of lack of space at registration;
 - f. Financial inability to take PBJ 397 as a summer course or to register for an additional semester.

Please Note: Any of these reasons may need to be documented.

2. Your request for a waiver of the sequential course requirement is likely to be disapproved if you need to take PBJ 397 and PBJ 401 together due to your own actions. "Due to your own actions" would include:
 - a. Failing to register for a previous core course or registering late and being closed out;
 - b. Failing a previous core course;
 - c. Being academically disqualified;
 - d. Being closed out of PBJ 397 because you failed to apply for it at the proper time;
 - e. Being accepted for a previous core course and never registering for it, dropping it, or failing to complete it (such as the summer practicum.)

ADMISSION TO THE PUBLIC JUSTICE MAJOR

A. SUNY Oswego Students

1. At the Time of Admission to the College: Some new students (either first year or transfer) declare their interest in Public Justice at the time of admission to the College and become Public Justice majors at that time. Those students are automatically admitted to the major and do not need to do any additional paperwork. You should, however, check any documents you receive from the College, such as your grade reports and Permit to Register cards, to make sure that your major is correctly stated. (The major code for Public Justice is 205.)

2. Internal Transfer into Public Justice: Other students decide to declare Public Justice after they have been admitted to SUNY Oswego in another major program or as undecided students. These students may apply for admission to the Public Justice major after the completion of one semester (12 to 15 hours of courses at Oswego). In order to declare Public Justice as a major (or second major), students must complete the Application to Declare the Public Justice Major form (available from the Public Justice Department) and return it to the Department, along with an unofficial transcript. The applicant must then meet with the Public Justice Advisement Coordinator or Chairperson to review the application and complete the declaration of major process. **Students must be in good standing (cumulative GPA of 2.0 or better) to be eligible to apply for admission to the major.**

Since Public Justice is a multidisciplinary program, interested first and second year students are advised to concentrate upon fulfilling their General Education requirements and to begin work in the major by enrolling in the appropriate introductory level courses in the social and behavioral sciences.

B. Transfer Students

The most important thing for transfer students to be aware of is that, regardless of how many Public Justice-related courses you have taken elsewhere, most of your courses for the Public Justice major must be taken at Oswego. As noted earlier, all Public Justice majors must take 5 core courses and 21 hours of Public Justice-related electives. Students transferring from two-year schools may apply a maximum of 6 hours of lower-division credit (typically, 2 courses) and the equivalent of PBJ 101 (and PBJ 201, if they have taken an equivalent course) towards these requirements. The typical transfer student from a 2 year Criminal Justice program transfers the equivalent of PBJ 101 and 2 Public Justice electives toward their Public Justice major. Students may transfer no more than 6 semester hours of lower-division Public Justice electives. Additional criminal justice courses count as credits toward graduation, but not toward completing the major. This means that transfer students must take *at least* **PBJ 301, PBJ 397, PBJ 401**, and 15 hours of upper-division Public Justice-related electives here at Oswego. All transfer students are required to complete at least 42 upper division credits in order to graduate.

Transferring the equivalent of PBJ 201: You can get transfer credit for PBJ 201 only if you have taken a course that is the equivalent of our PBJ 201 course (Survey of American Non-Criminal Law). [CRJ 116 from Jefferson Community College is the equivalent of Oswego State's PBJ 201.] That means that you must demonstrate to the Public Justice Department that you have taken and completed a 3-credit course that dealt exclusively with non-criminal law and focused primarily on reading and analysis of judicial opinions. To get credit for PBJ 201, you must provide at least a course description and a syllabus for the course that you completed. No student will be given transfer credit for PBJ 201 (other than CRJ 116) without approval of the Public Justice Department. If you are transferring 62 credits from a two-year college, you do not need to transfer PBJ 201 in order to complete your degree in four semesters; therefore, we will only accept transfer credit for PBJ 201 in cases in which the student has, in fact, completed an equivalent course at another college.

Please Note: All courses taken at a community college are lower-division courses. That means that a transfer student with a two-year degree must expect to complete 15 semester hours of upper division Public Justice electives at SUNY Oswego, as well as the remaining required core courses, plus enough other courses numbered 300 and above to earn 42 upper division credits.

Transfer students should consult the College Catalog for transfer credit policies. You should be aware that most of the required Public Justice courses must be completed at Oswego and not at another institution. **PBJ 301, PBJ 397, and PBJ 401 must be taken at SUNY Oswego.**

Students attending two-year colleges are strongly urged to take courses in subjects outside their proposed SUNY Oswego major, particularly in the areas of mathematics, natural sciences, and humanities. This will help fulfill your General Education requirements, which all SUNY Oswego students must do. You should also be careful not to re-take at Oswego courses that you have already taken at another school. You can only get credit for a course once, even if the first course was lower-division and the second was upper-division.

Incoming transfer students are urged to register for their Fall semester courses at the earliest possible date. Students entering SUNY Oswego in the fall semester are strongly urged to participate in the summer advisement and registration program in order to take advantage of access to available courses.

ADMISSION TO THE PUBLIC JUSTICE MINOR

Internal Transfer to Public Justice Minor: Students may apply for admission to the Public Justice minor at anytime as long as they are in good academic standing (cumulative GPA of 2.0 or better). In order to declare Public Justice as a minor, students must complete the Declaration and Change of Major/Minor form (available from the Public Justice Department) and return it to the Department Advisement Coordinator to review the declaration form. **Students must be in good standing (cumulative GPA of 2.0 or better) to be eligible to apply for admission to the minor.**

Public Justice Minor

21 semester hours

A. Core Requirements:		9 sh
PBJ 101	Introduction to Criminal Justice	3
PBJ 102	Intro to Human Services	3
PBJ 201	Survey of American Non-Criminal Law	3

A grade of C- or better must be earned in all Core courses.

B. Electives:		12 sh
Electives to be selected under advisement from a list of courses approved by the core faculty from participating departments [Anthropology, Sociology, Chemistry, History, Political Science, Psychology, and Public Justice]. The sequence of courses will be individually tailored by the advisor in relation to each student's career orientation.		

Major electives include courses in other departments approved by your advisor and such Public Justice courses as:

PBJ 102	Intro to Human Services	PBJ 366	Organized Crime
PBJ 202	Helping Skills	PBJ 367	Women & Crime
PBJ 300	Topics in Public Justice	PBJ 377	Choosing to Die
PBJ 302	Program Planning & Eval	PBJ 383	Terrorism & Homeland Security
PBJ 325	Poor & the Courts	PBJ 385	Drugs & Crime
PBJ 330	Crime & the Media	PBJ 387	Research Methods & Data Analysis
PBJ 345	Criminal Investigation	PBJ 400	Advanced Topics in Public Justice
PBJ 347	Crime & Society	PBJ 425	Comparative Justice Systems
PBJ 348	Criminal Evidence	PBJ 454	Religion, Crime, & Justice
PBJ 350	Proseminar in Public Justice	PBJ 460	Current Problems in American Law
PBJ 351	Report Writing	PBJ 463	American Indian Law & Federal
PBJ 360	Discrimination in the Workplace		Indian Policy
PBJ 361	Family Law	PBJ 399/499	Independent Study* *(See the
PBJ 363	Women & the Law		College Catalog for Independent Study requirements)
PBJ 365	Intro to Criminal Law		

Other electives will be added from time to time. For elective courses offered by cooperating departments please refer to the "Electives" list located in the Public Justice Department. Check with the Undergraduate Advisement & Registration Bulletin for the semester for which you are registering.

PUBLIC JUSTICE CORE FACULTY

The core faculty are full-time professors who teach Public Justice core courses, advise students, and help in the planning and operation of the Department. While Public Justice also has full-time faculty who are not associated with any other department, by design, most of them are members of other academic departments. This enhances the multidisciplinary character of the program.

Bruce Altschuler, Ph.D. (City University of New York)

altschuler@oswego.edu

Professor of Political Science (Recipient, President's Award for Research/Creative or Scholarly Activity)

Areas of Interest: American Government, Civil Liberties, Constitutional Law, Presidency, Mass Media and Public Opinion.

Public Justice courses: PBJ 101, PBJ 201, PBJ 397, PBJ 400, PBJ 401.

Diane Brand, M.A. (Midwestern State University)

dbrand@oswego.edu

Visiting Instructor of Public Justice

Areas of Interest: Retired from Town of Clay Police Department

Public Justice courses: PBJ 101, PBJ 102, PBJ 202, PBJ 365, PBJ 385

Karel Kurst-Swanger, Ph.D. (Binghamton University)

kurstswa@oswego.edu

Assistant Professor of Public Justice

Areas of interest: Applied Policy Analysis, Substance Abuse Policy, Delinquency, Victimization, Police

Public Justice courses: PBJ 101, PBJ 202, PBJ 301, PBJ 347, PBJ 385, PBJ 397, PBJ 401.

Ernest Nickels, ABD (Indiana University)

nickels@oswego.edu

Assistant Professor of Public Justice

Areas of interest: Nature of crime and justice; police and society; social theory; research methods and statistics; criminal justice education.

Public Justice courses: PBJ 301, PBJ 351, PBJ 387

Margaret Ryniker, J.D. (Syracuse University)

ryniker@oswego.edu

Assistant Professor of Public Justice

Areas of interest: Family Law, Women & the Law, Children & the Law, Elder Law

Public Justice courses: PBJ 201, PBJ 301, PBJ 361, PBJ 363, PBJ 367, PBJ 397, PBJ 461.

Celia A. Sgroi, Ph.D. (Ohio State University), **J.D.** (SUNY Buffalo Law School)

sgroi@oswego.edu

Associate Professor of Public Justice

Areas of Interest: Comparative Justice Systems; Family Law; Right to Die Law and Policy; Legal Education; Critical Thinking and Writing

Public Justice courses: PBJ 201, PBJ 204, PBJ 300, PBJ 301, PBJ 350, PBJ 397, PBJ 401, PBJ 425, PBJ 460.

Rosalie Young, Ph.D. (Syracuse University), **M.S.S.W.** (Columbia University)

ryoung@oswego.edu

Associate Professor of Public Justice

Areas of Interest: Legal Services for the Near Poor & Working Poor

Public Justice courses: PBJ 102, PBJ 301, PBJ 325, PBJ 351, PBJ 397, PBJ 401.

PUBLIC JUSTICE ADJUNCT FACULTY

The Public Justice Adjunct Faculty are practicing professionals who share their experience and expertise with students in Public Justice in both core and elective courses. The current continuing Adjunct Faculty are:

David Owens, M.S.Ed. (SUNY Oswego)

Professor/Chairperson of Criminal Justice, Onondaga Community College

Public Justice courses: PBJ 366 (Organized Crime); PBJ 425 (Comparative Justice Systems)

Thomas Ryan, B.A., M.B.A. (SUNY Oswego)

Retired Chief of Police, State of New York College at Oswego

Public Justice courses: PBJ 300 (Violence in the Workplace), PBJ 400 (Police Management)

Additional Faculty: Full-time and adjunct faculty from other departments serve as academic advisors for Public Justice students and may offer courses that serve as electives for the Public Justice program. These faculty come from departments such as: Anthropology, Chemistry, Counseling and Psychological Services, Political Science, Psychology, and Sociology.

PUBLIC JUSTICE PRACTICUM (PBJ 397)

The Public Justice Practicum course gives students a valuable opportunity to gain practical experience in an occupation of interest, to make professional contacts, and to prepare for their future careers.

A. Nature and Purpose of Practicum Course:

The principal purpose of the Public Justice practicum course is to provide an opportunity for students to relate theory they have learned in their course work to the way things “really work” in the field. PBJ 397 may be taken for 3 or 6 semester hours of credit, depending on the student’s interests and the demands of particular placements. A student must work forty hours in his or her agency for each credit earned. In addition, students must write reports about their fieldwork experience and relate it to the students’ studies. Please Note: PBJ 397 is not an internship. It is a course with a required fieldwork component. Academic research and paper writing are an integral part of PBJ 397. [But see Section L, below.]

Each practicum student must also write a paper relating theory to practice within the context of his or her fieldwork placement. Students taking PBJ 397 for 6 semester hours are required to write more reports and complete additional academic work.

B. Prerequisites for PBJ 397:

1. Declared Public Justice major or second major; and
2. Completion of PBJ 101, PBJ 201, PBJ 301 with a grade of C- or better; and
3. Good academic standing (cumulative GPA of at least 2.0); and
4. Minimum of Junior status (56 s.h. completed); and
5. At least two semesters of coursework at SUNY Oswego; and
6. Prior department approval.

C. Application Procedure:

PBJ 397 is open to qualified students on a competitive basis only. Students must make a written application for admission to PBJ 397 the semester before the one in which they wish to take the course. Application forms are available in the Public Justice Department office, 446 Mahar Hall.

Application deadlines for PBJ 397 are as follows:

Spring semester - October 1

Summer Session - March 1

Fall semester - April 1

Since space in the practicum sections is severely limited, late applications can rarely be accepted. Applications for PBJ 397 must be picked up, completed, and returned to the Public Justice office before the posted deadline. Application forms may be downloaded from the Public Justice Department website. After the close of the application period, the list of accepted practicum students will be posted on the website and on the door of the Public Justice Department office (446 Mahar Hall).

D. Selection Process:

PBJ 397 is a required course that students may take only after demonstrating their readiness and suitability. In any given semester, there are generally more applications for PBJ 397 than there are spaces in the course. As

noted above, admission to the course is competitive. Students should be aware, therefore, that admission to PBJ 397 is conditional upon the following:

1. Students must meet all prerequisites listed in Section B above.
2. Grade Point Average: All other things being equal, students with higher cumulative grade point averages will be given preference.
3. Total number of credits earned. When appropriate, eligible graduating seniors may be given preference for an opening.
6. Alternate List: An alternate list may be used when all students who qualify for the practicum cannot be accepted. In such cases, students will be assigned places in the practicum according to their rank order on the alternate list, if openings become available.

E. Acceptance into PBJ 397:

After the department makes its selections, a list of accepted students, and a list of alternates (if necessary), will be posted on the website and on the door of the Public Justice Department office. In addition, every student receives notification in writing of acceptance or rejection of his or her application. It is up to the individual applicants to determine whether or not he or she has been accepted and thus permitted to register (or pre-register) for PBJ 397.

F. Orientation Meeting:

When students receive written notice of acceptance into PBJ 397, that notice will also specify the date, time, and place of the mandatory Practicum orientation meeting. An accepted student must attend that meeting unless he or she has obtained a waiver from the Department Chairperson or the course instructor. If a student otherwise fails to attend the orientation meeting, the Department reserves the right to immediately remove that student from the accepted list and replace him or her with a student from the alternate list.

At the orientation meeting, students will receive information pertaining to registration, course format, and finding a practicum fieldwork placement.

G. Practicum Fieldwork Placements:

It is up to the accepted student to seek out and obtain a fieldwork placement with an appropriate office or agency. You may do this before being formally accepted into PBJ 397. If you seek out placement before being accepted into the course and an agency supervisor informally accepts you, you will not be accepted into the course until and unless you meet the requirements set out in Section D above. In other words, acceptance into an agency does not guarantee automatic acceptance into PBJ 397.

A list of previous fieldwork placement sites is available on the Public Justice Department website. It is highly recommended that the student prepare a resumé and practice his or her application and interviewing techniques as preparation. Information from the Career Services Office (142 Campus Center) may be helpful in this process. As students find placements they should immediately notify the course instructor.

An agency may require the student to provide a letter verifying that the student is, in fact, a duly-registered practicum student, as a condition of acceptance. Students may obtain such a letter from the Public Justice Department secretary. Make sure to provide the Department with the exact name and business address of the person to whom the letter is to be sent. Since not all agencies require such letters, one will be sent only if the student requests it.

NOTE: Some agencies, particularly law enforcement agencies, require the student to provide evidence of liability insurance coverage. Because of the great expense involved, the Public Justice Department no longer carries an internship liability policy. Upon request, the department will provide a Waiver of Liability form for the student to complete.

H. Evaluation by Fieldwork Supervisor:

An important component of the final grade in PBJ 397 is the evaluation of the student's performance by the fieldwork supervisor. The student will request this evaluation from the fieldwork supervisor. This is done by giving the supervisor a copy of the evaluation form, which is available on the Public Justice Department website. Most students receive excellent evaluations and often use their fieldwork supervisors as job references. Occasionally, students perform so impressively that they are subsequently hired by their practicum fieldwork agency!

WARNING: Any student who is assigned a grade of "E" on his or her fieldwork evaluation will receive an "E" in PBJ 397, no matter how well the student performs in other areas covered by the course.

A student may be assigned an "E" grade on the fieldwork evaluation only when the fieldwork supervisor reports serious acts by the student involving the student's responsibility, reliability, and/or honesty, including, but not limited to:

- a. actions which tend to breach the required confidentiality of an office or agency;
- b. illegal or improper conduct by the student under color of working for the agency;
- c. repeated lateness for work;
- d. repeated unexcused failure to attend scheduled work hours;
- e. repeated unexcused failure to perform or complete work or duties assigned by the supervisor;
- f. repeated failure to follow supervisor's directions.

If a fieldwork supervisor requests the removal of a student as a result of irresponsible or improper behavior, and if that student is subsequently removed from the fieldwork placement, such removal shall also result in a grade of "E" for PBJ 397.

Please Note: Not all instances of unsuccessful fieldwork are the fault of the student. If you feel that your fieldwork placement is unsatisfactory for whatever reason, such as schedule conflicts, lack of meaningful work at the agency, incompatibility, etc., notify your course instructor as soon as possible. If the instructor cannot advise you or assist in obtaining a more successful "match" between you and the agency, the Department will try to assist you to find a more suitable placement, as long as there is still time for you to complete your fieldwork with another agency. Please do not just suffer in silence! If you have a reasonable complaint, let your instructor and the Department know about it, so that they may help you.

I. Final Grade in PBJ 397:

The practicum final grade will be determined by the course instructor, except as noted in Section H above. The instructor will consider: (1) completion of the 40 hour fieldwork per credit requirement; (2) quantity and quality of 40-hour reports; (3) completion of discussions or assignments (which may be in-class or online, depending on which form of the course the student takes); (4) fieldwork supervisor's evaluation; (5) the quality of the final paper; and (6) submitting required work on time.

WARNING: Failure to meet the assignment schedule (completion of fieldwork hours, submission of 40-hour reports, submission of required components of final paper [outline and bibliography, first draft, revised paper]) may result in a Grade of E. Plagiarism will result in a grade of E. (Please note that SUNY at Oswego has an Academic Integrity statement that appears in the College catalog and on the College website. That policy applies to all students in PBJ 397.)

J. Practicum Policy for Full-Time Professionals:

All Public Justice majors are required to complete PBJ 397 in order to fulfill their major requirements.. Students who are currently employed as full-time professionals in fields encompassed by public justice are not required to do a supervised fieldwork placement in addition to their employment. Such students are expected to advise the Department of their professional status in advance and will then be permitted to register for a three-credit

practicum in which they will examine uses of theory and practice in relation to their own professional experience. The student must complete all other requirements for the practicum course, including a term paper, attendance at all classes, class presentations, and all other class requirements; however, evaluation by a fieldwork supervisor is not required. **Note: This policy applies only to those students who are currently employed as full-time professionals in the fields encompassed by public justice.**

K. Intersession Fieldwork for Spring Semester Practicum:

A student may request permission to complete the fieldwork component of the spring semester PBJ 397 course during the intersession period between fall and spring semesters. **Intersession fieldwork is permitted only upon prior approval of the Public Justice Department.** Students requesting permission to complete fieldwork during the intersession should note that fact on their practicum application form. In order to receive such permission, the student must:

1. Meet all other eligibility criteria for PBJ 397;
2. Satisfy the Public Justice department that the proposed fieldwork placement is acceptable;
3. Submit a Placement Conformation form signed by the fieldwork supervisor (which can be downloaded from the Department website);
4. Get any necessary forms and instructions at the Practicum Orientation meeting or from the department;
5. Advance-register for the appropriate spring semester PBJ 397 section.

These conditions must be met before the end of the fall semester in which approval is sought. No student may begin intersession fieldwork without being advance-registered for PBJ 397 and securing departmental approval.

Please Note: There is no intersession PBJ 397 course. A student who does intersession fieldwork is merely completing that component of the spring semester PBJ 397 during the intersession period. The student must complete all the remaining requirements of the practicum to receive a grade for the spring semester PBJ 397.

L. Summer Session Practicum Course:

PBJ 397 is also offered during summer session. The deadline for application for the summer session practicum is March 1st. In the summer term, PBJ is offered online (in which all the course work except the fieldwork hours is done electronically) and in the traditional mode; however, traditional PBJ 397 sections in the summer session do not have regular class meetings on campus, and students submit their course work by mail or by email attachment, as specified by the instructor. Students must obtain a practicum information packet containing course syllabus, schedule of assignments, 40 hour report forms, evaluation form, and other pertinent information, from the Public Justice Office before leaving Oswego to commence the fieldwork. **Summer Practicum students must register and pay for PBJ 397 as a SUNY Oswego summer session course even if they are not on campus during the summer. No student will receive credit for PBJ 397 in summer session if he/she fails to register and pay for the course in a timely manner.**

ADVISEMENT

The Public Justice Department offers every student two types of advisement. Each student is assigned a faculty advisor who is available to discuss academic, professional, and personal issues. In addition, students, especially first year and transfer students, are urged to consult with one of the Peer Advisors in the Public Justice Advisement Center in 319 Mahar Hall. Peer Advisors are available daily to discuss academic issues, such as registration and course selection, as well as provide information about college activities and campus life. Students may drop-in to see their advisors during office hours or set up specific appointment times to avoid waiting time.

Student Responsibility

The primary responsibility for meeting a student's degree and major requirements rests with the student.

The academic advisor, however, plays a critical role in providing the student with accurate information and appropriate guidance in defining and realizing his or her educational goals. Helping students to fulfill requirements in schedule is another critical facet of the advisement process. You should consult your advisor at least once or twice each semester and before making any definitive changes in your academic program.

Scheduling Advisement Sessions

The following are especially important times to schedule an advisement session:

1. Pre-registration advisement period;
2. Prior to any change of classes;
3. Prior to a change of major;
4. When you are failing a course (You should also meet with the course instructor);
5. Before the drop deadline, if you are experiencing academic difficulty;
6. Following any report of unsatisfactory work (academic warning or disqualification);
7. Prior to withdrawal from the College;
8. When you are experiencing personal, social adjustment, or academic problems;
9. Soon after arrival on campus for new freshmen and transfer students;
10. As soon as possible after declaring the major, in order to plan the balance of your program.
11. To complete your Graduation Check Form.
12. To discuss career issues.
13. To chat about your campus and professional experiences.

Student Expectations

1. You have the right to ask your advisor to do something for you, such as help with schedules, check requirements, etc. You may, however, find that a Peer Advisor is more readily available for these issues.
2. You have the right to ask your advisor to provide information, such as what courses are offered, job market for specific majors, etc.
3. You have the right to ask your advisor for help or advice in solving a problem, such as changing major, thinking about a career, or some academic or professional problem (for example, related to your practicum fieldwork).

Advisor Expectations

Your advisor has the right to expect that you are willing and able to help yourself. This means that you come to see your advisor about some problem in a timely fashion, not when it is too late for him or her to help and that when you come, you come prepared — with all the information you might need for your advisor to help. Remember, your advisor can help you make decisions but will not make decisions for you. The advisor is simply that — an advisor. If you want your academic career to run smoothly, you, the student, must take primary responsibility for planning and decision-making. Know when it is necessary to consult your advisor and be prepared for your discussions with him or her.

Advisement Procedures

In order for academic advising to be successful, you should prepare for advisement. This is especially the case in Public Justice, where your program of major elective courses is individually designed to meet your interests and needs. Planning is absolutely vital for Public Justice majors! The following are some suggestions intended to help you help yourself:

1. Retain the College Catalog that is in effect at the time you are admitted to the College. If program requirements change, you may be able to choose which set of graduation requirements to meet, either the old ones or the new ones.
2. Throughout the year, invest time in getting to know your advisor. In advisor/advisee relationships (as in all other relationships), an investment of time is necessary to develop trust and concern. Your advisor can not help you to reach a goal if he or she does not know you have that goal!
3. Be sure you understand what is necessary to fulfill graduation requirements:
 - a. General Education Requirements: Have you taken the necessary courses? Be sure to follow the correct Gen Ed program [GE98 or GE2000].
 - b. Major Requirements: Have you passed all Public Justice core courses with a grade of "C-" or better? Is your Public Justice core course average at least 2.0? Are you accumulating at least 21 semester hours of approved electives? Are at least five (5) of these approved elective courses on a 300 or 400 level? Do not exceed the 54 credit hour limit in PBJ courses. Do the electives you're planning to take meet your interests and career goals? Are you maintaining a 2.0 average in your electives? If you are a double major, are you meeting the requirements of your second major? Does your second major have cognate requirements you must fulfill? Cognate requirements are courses outside the major department that are required to support studies in the major field. Public Justice has no cognate requirements, but your second major may!
 - c. Upper Division Credits: You must have a minimum of 42 upper division credits to graduate. (Upper division means courses at the 300-level or above.) And of your 21 s.h. of Public Justice electives, at least 15 s.h. must be upper division. (These 15 s.h. count as part of the minimum of 42 s.h. that you must earn to graduate.) Where do you stand relative to upper division credits?
 - d. Credits Required for Graduation: Your degree requires you to earn a minimum of 122 credit hours in order to graduate. Have you planned your courses so that you can reasonably expect to graduate on time without a heavy overload? If you are behind in accumulating credits, have you considered taking summer session courses here or at another college? If you decide to take courses at another college to catch up, make sure the courses you select will be accepted by SUNY Oswego and file an Off Campus Study Approval Form before you take the courses. Be certain to have an official transcript of the courses you took elsewhere sent to the Registrar here at SUNY Oswego. (*Note: This last step is your responsibility. It does not happen automatically.*)
4. Spend some time before advisement looking at the course offerings booklet or the online web site. Look first at required courses, then give consideration to the availability of courses that allow you to repeat "D" or "E" grades (if you have any). Finally, give consideration to courses that are not required but that you would really like to take (like music or art), but make sure you list options for yourself in this group: alternative times, courses, etc.
5. Bring all your tentative schedules, catalog, course offerings newspaper, and Public Justice Handbook with you when you visit your advisor. Again, the more information you give your advisor about yourself, your likes and dislikes, your goals, etc., the better your advisor will be equipped to help you.
6. If you elect to do a double major or to have a minor, you need two advisors, (one for each program), and you must fulfill the requirements of both programs. You are permitted to have the following combination of majors and minors listed on your transcripts: a major and 1 or 2 minors or 2 majors and 1 minor. A second major or minor may help you add greater depth to your studies or give you versatility and flexibility. Sometimes the extra major or minor may give you a competitive edge in the job market.

PUBLIC JUSTICE PEER ADVISEMENT

The Public Justice Department offers students a unique opportunity to seek advice and insight into courses and career fields through our Peer Advisement Center. Located in 319 Mahar Hall, the Peer Advisement office is open daily Monday through Friday, generally 9 a.m. to 4 p.m.[the schedule varies slightly from semester to semester.] Students especially first year and transfer students, are urged to consult with the Peer Advisors in preparation for course selection and registration. Peer Advisors are available daily to discuss academic issues, such as registration and course selection, as well as provide information about college activities and campus life.

Each student is assigned a faculty advisor who is available to discuss academic, professional, and personal issues. The Advisement Coordinator assigns faculty advisors and will try to honor students' requests where possible. If the student has no preference, he or she will be assigned an advisor. The advisement list is available in the Peer Advisement Center and is posted on the bulletin board outside the Peer Advisement office, or you can inquire at the Public Justice Office in 446 Mahar Hall.

Public Justice Peer Advisors are Public Justice majors who are either juniors or seniors with a GPA of at least 2.5 and a basic knowledge of the registration process, as well as graduation and Public Justice requirements. Working as a Peer Advisor is a great opportunity to build up your resume and can earn 3 upper division credits towards graduation. Peer advising gives you a chance to get involved with your fellow public justice students and share some of your experiences with them.

If you are interested in becoming a peer advisor, you may pick up an application in the Public Justice Department, 446 Mahar Hall. The Advisement Coordinator will be happy to answer any of your questions regarding Peer Advisement. Some of the activities that the Peer Advisors are involved in are:

- SUNY Oswego Open House
- Public Justice Newsletter
- Requesting Literature & catalogs from Graduate Schools
- Assisting in the PBJ department
- Career Night
- Advisement of other PBJ majors

Although the PBJ peer advisors help students plan their schedule and give advice as to which courses they recommend, they provide other services as well. Peer Advisors also write to graduate and law schools requesting literature on their programs. The Peer Advisement Center currently has a large library of such material. Some of the programs on which they have information are: social work, criminal justice/criminology, human services, drug and alcohol/substance abuse counseling, conflict resolution and mediation/peace studies, law, etc. If there is a certain school or program you are interested in, they would be happy to get it for you. Peer Advisement also has a list of civil service exams to be given posted on our bulletin board. Keep abreast of what is going on in the public justice department, stop by the Peer Advisement Center in 319 Mahar Hall. They publish a PBJ newsletter twice a semester. The newsletter reminds students of upcoming deadlines and programs.

GENERAL EDUCATION REQUIREMENTS

All Bachelor of Arts degree students at SUNY Oswego must fulfill certain General Education requirements. Those requirements are summarized in the College Catalog and are always reproduced in the front section of the Course Offerings newspaper, for each General Education program offered.

There are several purposes of General Education. First, a B.A. program in a liberal arts college is not supposed to be too specialized. A student is supposed to obtain educational background in a variety of subjects in addition to the specialized coursework in the major program. Second, the General Education requirements focus on basic skills that all educated people should possess (writing and computation), and certain broad subject areas, of which all educated people should have some knowledge (natural sciences, fine & performing arts, humanities, etc.). Third, the General Education program is designed so that the student will study a variety of subjects. Fourth, the General Education program includes exposure to some important common ideas, attitudes, and works that underlie our culture. Since those common ideas are expressed in many different subjects and disciplines, these requirements may be fulfilled by several different courses (in art, history, literature, music, philosophy, etc.).

Most importantly, the General Education program is not just a single list of required courses that every student has to take. There are choices available, and you should take advantage of those choices to learn something about subjects that interest you, but which are not part of your major or directly related to your future career. A major goal of General Education is to enable you to take your place in the world as an educated, responsible citizen who can understand complex problems and ideas, and who has some appreciation of the world around you.

General Education courses do not usually relate directly to your major field of study, nor are they supposed to. General Education courses are intended to provide a foundation for your academic career, enrich your life after graduation, and provide the opportunity to explore new subjects. As a Public Justice major, you are not required to take Knowledge Foundation courses in the social and behavioral sciences. However, many of the basic courses in these disciplines are vital as background for Public Justice and as prerequisites for elective courses you may wish to take in the future. Therefore, we strongly recommend that you take as many as possible of the following courses:

1. American Politics & Government (POL 205)
2. Introductory courses in Anthropology, Sociology, and Psychology

Frequently, courses that are prerequisites for Public Justice electives will also fulfill General Education requirements. For example, you will need CHE 101 and its laboratory (CHE 101L) as prerequisites for Forensic Science (CHE 305, CHE 405). CHE 101 is also a General Education course in the Natural Sciences. Please note: CHE 305 and CHE 405 do not count as General Education science courses. (ANT 111, the prerequisite for Forensic Anthropology (ANT 354), is also a General Education course.)

The following are some other important points to remember about General Education, which may help you in planning your program:

1. Most General Education courses are lower division courses. They are intended to be taken early in your college career to give you background for more advanced study. It does not pay to leave them until the last minute. Remember that you need 42 upper division credits to graduate. So, choose your General Education courses carefully if you intend to graduate on time. Students thinking of transferring to Oswego from a two-year school should take as many non-Public Justice-related courses there as they can in order to fulfill General Education requirements. Students who have already transferred to Oswego should, whenever possible, choose upper division courses to fulfill General Education requirements. Check the Course Offerings newspaper to see what is available.

2. Intellectual Issues, Human Diversity, and Advanced Expository Writing: All students at SUNY Oswego whether they started as Freshmen or Transfer students must complete these three areas of study. Courses certified to fulfill the Intellectual issues and Human Diversity requirements are listed in the General Education section of the Course Offerings newspaper.

Most of the courses you will need to take to fulfill the Advanced Expository writing requirement are required for your major (PBJ 201, PBJ 301, PBJ 397, PBJ 401). In addition to these, you must take one (1) additional courses approved by the Public Justice department to satisfy the Advanced Expository Writing Requirement. A list of these courses will be published in the Public Justice department's course offerings bulletin for each semester. Public Justice elective courses that may be used for this purpose are:

- PBJ 347 - Crime and Society
- PBJ 350 - Proseminar in Public Justice
- PBJ 351 - Report Writing in Public Justice
- PBJ 363 - Women and the Law
- PBJ 385 - Drugs and Crime
- PBJ 425 - Comparative Justice Systems
- PBJ 460 - Issues in American Law

Subject to advisor approval, you may use a 300-level Advanced Expository Writing course from another department to complete writing your requirement.

3. General Education Requirements for Transfer Students: Students [**GE 98**] who transfer to SUNY Oswego with an AA or AS degree from a college with which SUNY Oswego has the appropriate articulation agreement are considered to have fulfilled all General Education requirements except the Human Diversity, Intellectual Issues requirements, and the Upper Division Writing requirement. Please note: This only applies to students who have actually completed the AA or AS degree at the time of transfer, and it only applies to colleges that have the appropriate articulation agreement with SUNY Oswego. If this rule applies to you, your Summary of Transfer Credit form will be stamped "Articulation Agreement".

General Education Requirements for Transfer Students: Students [**GE 2000**] who transfer to SUNY Oswego with an AA, AS, or AAS degree from another SUNY unit is "covered" by articulation, which means that he or she is: 1) exempted from the second 3sh in our KF: Natural Sciences and the second 3sh in our KF: Social Sciences; 2) required to complete all other local GE2000 requirements and any unmet SUNY-GER requirements, BUT, a) may satisfy the Math requirement (KF: math) with a course at Oswego [or elsewhere] equivalent to any of those approved for that requirement at the SUNY unit from which the student received his or her associate's degree; and b) may satisfy the Foreign Language requirement in the same manner.

PUBLIC JUSTICE ELECTIVES

Every Public Justice major has the opportunity to design his or her own individualized program that best meets his or her needs and interests. All Public Justice students take the same five core courses, but the possible combinations of electives are limited only by each student's imagination and initiative.

Below you will find a comprehensive list of all the courses in the College that presently are approved as Public Justice electives. Other courses may also be approved as Public Justice electives by your advisor, provided that you can explain and justify their relevance to your total program of study. After this listing there are groupings of approved electives by occupational interest. You may wish to use these groupings as a guide, but you need not be restricted to them. What you do need to do is think carefully about what you are interested in, and what your goals are, and to plan a program that satisfies you. You should discuss your tentative course plan with your advisor. He or she may have suggestions to make your job easier or to open up areas of study that you have not considered.

Please bear in mind that not every course listed below is offered every semester. You should check the College catalog, the Course Offerings newspaper, and individual department course offering materials for more information.

CRIMINAL JUSTICE

Highly Recommended:

PBJ	347	Crime & Society
SOC	371	Criminology
SOC	473	Penology
SOC	474	Corrections in the Community

Additional Courses:

ANT	354	Forensic Anthropology
ANT	366	Crime & Culture
CHE	305	Criminalistic Chemistry
CHE	405	Forensic Science
HIS	346	History of Organized Crime
HSC	343	Drug Use & Abuse in Society
PBJ	300	Current Issues in Corrections
PBJ	300	Current Issues in Policing
PBJ	300	Youth Violence & Gangs
PBJ	300	Crime and the Media
PBJ	345	Criminal Investigation
PBJ	348	Criminal Evidence
PBJ	365	Criminal Law & Procedure
PBJ	385	Drugs & Crime
PBJ	425	Comparative Justice Systems
POL	345	Constitutional Law
POL	355	Civil Liberties

CRIMINAL JUSTICE continued

PSY	310	Forensic Psychology
PSY	322	Child Psychology
PSY	323	Adolescent Psychology
PSY	342	Violence in Contemporary Society
PSY	350	Abnormal Psychology
PSY	352	Interpersonal Victimization
SOC	370	Sociology of Deviance
SOC	372	Juvenile Delinquency
SOC	374	Family Violence
SOC	379	White Collar Crime

HUMAN SERVICES

Highly Recommended:

PBJ	102	Human Services Policies & Practice
PBJ	202	Helping Skills
PBJ	302	Program Planning and Evaluation
CPS	308	Career Opportunities in Human Services Agencies
CPS	310	Introduction to Counseling

Additional Courses:

ANT	355	Medical Anthropology
ANT	368	Death and Dying
ASO	300	Women and Culture
ASO	442	Races & Minorities
COM	422	Intercultural Communication
COM	425	Communication and Aging
CPS	395	Family Systems
HSC	343	Drug Use and Abuse in Society
HSC	385	Nutrition, Exercise and Aging
PBJ	361	Family Law
PBJ	363	Women & the Law
PBJ	461	Children and the Law
PSY	310	Forensic Psychology
PSY	322	Child Psychology
PSY	323	Adolescent Psychology
PSY	342	Violence in Contemporary Society
PSY	350	Abnormal Psychology
PSY	352	Interpersonal Victimization
SOC	372	Juvenile Delinquency
SOC	374	Family Violence
SOC	383	Sociology of Aging
SOC	474	Corrections in the Community

Recommended Background Courses (Do Not Count as PBJ Electives):

POL	205	American Government & Politics
PSY	100	Principles of Human Behavior
PSY	200	Life-Span Development
SOC	250	Structure of American Society

LEGAL STUDIES

Highly Recommended:

POL	385	Law and Society
PBJ	460	Current Problems in American Law
PHL	443	Philosophy of Law
SOC	448	Sociology of Law

Additional Courses:

ANT	366	Crime and Culture
ASO	442	Races & Minorities
ECO	356	Law and Economics
PBJ	325	The Poor and the Courts
PBJ	347	Crime and Society
PBJ	363	Women and the Law
PBJ	425	Comparative Justice Systems
PBJ	461	Children and the Law
PBJ	463	American Indian Law
PHL	307	Philosophy, Public Policy and Public Affairs
PHL	442	Social Philosophy
PHL	443	Philosophy of Law
POL	205	American Politics & Government
POL	309	International Law
POL	335	The Supreme Court
POL	345	Constitutional Law
POL	355	Civil Liberties
PSY	440	Law and Psychology

MINORS AND DOUBLE MAJORS

Because Public Justice is an multidisciplinary major, many students use some of their 21 hours of major electives toward a second major or a minor. The most common of these, since they include Public Justice major electives, are: Anthropology, History, Philosophy, Political Science, Psychology, and Sociology. Students should consult the College catalog for the requirements for majors in these fields. Because faculty in these disciplines advise for Public Justice, we are generally able to arrange for a student with a double major to have a single advisor with expertise in both programs.

There are also a number of excellent second major fields that offer few or no Public Justice electives. Some of these are: Business Administration, Communications Studies, Computer Science, English, and Foreign Languages (especially Spanish). Students desiring a second major in one of these disciplines need to plan their programs carefully in order to graduate on time but often find that this extra work pays off in personal satisfaction, as well as in the job market. You should also be aware that the College allows a student to complete a second major that ordinarily awards a B.S. degree even if his or her first major awards a B.A., and vice versa.

Finally, be aware that there are many other multidisciplinary majors and minors offered at SUNY Oswego. These include: African/African-American Studies, American Studies, Forensic Science, Linguistics, Native American Studies, and Women's Studies.

Please Note: Students may have the following combinations of majors and minors listed on their transcripts: a major and 1 or 2 minors or 2 majors and 1 minor.

FORENSIC SCIENCE MINOR

Of special interest to many Public Justice majors is the minor in Forensic Science, developed jointly by the Chemistry and Public Justice Departments. The program is designed to strengthen the student's scientific background while, at the same time, giving expertise in the application of science to law. The program consists of 10 semester hours of chemistry, including 2 specialized chemistry courses — CHE 305 and CHE 405 — and 9 semester hours of Public Justice courses.

Please Note: There are other courses that students may be interested in, which are relevant to forensic investigation. These include PBJ 345 (Criminal Investigation), PBJ 348 (Criminal Evidence), ANT 354 (Forensic Anthropology), and PSY 310 (Forensic Psychology). However, these courses are not part of the Forensic Science Minor.

Chemistry 305, Criminalistic Chemistry, is a course designed to survey the various techniques used in the collection, analysis, and interpretation of physical evidence arising from a crime or suspicious incident. Criminalistic Chemistry has a prerequisite of 3 semester hours of college chemistry. It is strongly recommended that any Public Justice student interested in Criminalistic Chemistry take the General Education science course Chemistry 101, Survey of Chemistry, or its equivalent, to fulfill the prerequisite.

The second course, **Chemistry 405**, Forensic Science, is an in-depth study of the methods and techniques used in the analysis of physical evidence in the crime lab. The course will give students the opportunity to actually analyze physical evidence in the crime laboratory. The prerequisites for Forensic Science are CHE 305 and one semester hour of chemistry lab (CHE 101L is recommended).

Further information regarding the Forensic Science minor may be obtained by contacting Larry Fuller, Forensic Science minor advisor, 321A Snygg Hall, ([315] 312-3048) or the Public Justice Department, 446 Mahar Hall ([315] 312-4121).

Forensic Science Minor

*CHE 101	Survey of Chemistry	3 sh
**CHE 101L	Chemistry Lab	1 sh
CHE 305	Criminalistic Chemistry	3 sh
CHE 405	Forensic Science	3 sh
PBJ 101	Introduction to Criminal Justice	3 sh
PBJ 201	Survey of American Law	3 sh
PBJ 365	Introduction to Criminal Law	3 sh *not offered every semester
		<hr/>
		19 sh

*= Prerequisite for CHE 305

** = Prerequisite for CHE 405

Please Note: This minor is mainly intended for Public Justice students with an interest in criminal investigation. There are also graduate programs that specialize in this area. If you wish to work as a chemist or technician in a crime laboratory, you need a much more extensive background in chemistry, including courses in organic and analytical chemistry. If this is what you are looking for, you should contact Professor Fuller for advice about taking the appropriate courses in chemistry and biology.

PRE-LAW STUDY IN PUBLIC JUSTICE

Lawyers are regarded by many people as the major problem-solvers (and often the major problem-makers!) in our society, and they intervene in practically every aspect of our lives. They are resolvers of disputes, mediators, negotiators, advisors, and advocates. Lawyers perform an enormous number of different services, and private law practice is only one of many careers open to legally-trained people. Lawyers become judges, legislators, administrators, executives, teachers, librarians, and researchers, to name a few.

One thing everyone interested in law needs is an interest in people rather than things. Lawyers must be curious about the way people think and behave and relate to one another. A successful pre-law program, therefore, requires a solid liberal arts education with particular emphasis on: (1) critical reading and analysis; (2) reading comprehension; (3) writing and speaking; and (4) synthesis of ideas. We believe that Public Justice offers an ideal opportunity for people interested in mastering these skills, whether they ultimately decide to attend law school or not.

There is no one pre-law major that guarantees entry into law school or insures competent performance in law studies. Public Justice, with its interdisciplinary approach, is a good choice for students preparing for law school because it stresses breadth of knowledge and intellectual flexibility.

Students in pre-law should concentrate their efforts on understanding people and their cultures and on developing techniques of expression, communication and analysis. Students interested in pre-law should declare their interest as early as possible so that they can be assigned to an appropriate advisor. While all Public Justice interest areas require the formation of a close relationship between the student and his or her advisor, pre-law is an especially comprehensive educational experience requiring a full four years of planning and study. Therefore, each student should consult frequently with his or her advisor to plan and follow through on a program of study which will provide and refine essential skills.

Public Justice majors preparing for law school especially need to learn about:

- Psychological and sociological processes and structures
- Basic principles of science, mathematics, logic, and computer science
- Basic principles of economics

Many of these subjects may be explored while fulfilling the General Education requirements of the college, as well as through Public Justice core courses and electives.

Although there are no formal cognate requirements for Public Justice, students interested in pursuing pre-law studies should plan to take the following basic courses in addition to their PJ requirements:

ECO 100	Principles of Macroeconomics
ECO 101	Principles of Microeconomics
ENG 102	Composition II (or appropriate composition course)
HIS 202	U.S. History to 1865
HIS 203	U.S. History from 1865 to Present
PHL 101	Critical Thinking
PHL 111	Formal Logic I
PHL 205	Ethics I
POL 205	American Government and Politics
SOC 100	Introduction to Sociology
SOC 250	Structure of American Society

In addition to these, Philosophy of Law (PHL 443), Ethics II (PHL 305) or Sociology of Law (SOC 448), courses in American or English literature, and two years of a foreign language are highly recommended. Many of these courses also fulfill various General Education requirements.

Probably the single most important skill you will need to be successful in law school is the ability to write well. We highly recommend that you take at least one composition course beyond English 102, and that you take several courses certified for upper division expository writing credit. Good writing requires practice, and this is the best way for you to get the training and practice in writing that is so vital to your later success in law school. Since close reading is also very necessary for success in law school, you should also take some literature courses. A course in poetry may be the best training for close and careful reading that you can find anywhere in the College. A course in logic will help you to develop your reasoning and analysis skills and is also highly recommended.

We especially do not recommend that undergraduate pre-law students take many “law” courses, although one law course, such as Criminal Law (PBJ 365) or Constitutional Law (POL 345), is advisable to provide some further exposure to judicial opinions and case analysis. Instead, pre-law students should concentrate on gaining background in history, philosophy, politics and economics, and on developing vital basic skills in reading, analysis, writing and speaking. Intensive training in the law will come later in law school.

Students contemplating law school should plan to do their practicum fieldwork with a lawyer or judge. Law school is a great commitment of your time, effort and money, and you should make every effort to get some exposure to the everyday practice of law before you make your final decision. Too much of our thinking about lawyers and law practice is influenced by television, and most lawyers do not behave like the lawyers on *Law and Order*! If you are thinking of going into law for the excitement, you need to see and experience routine law practice or you may be very disappointed.

Students interested in the practice of criminal law may also wish to consider the Forensic Science Minor, described elsewhere in this Handbook.

You should also be aware that the College has a Pre-Law Advisor who can provide current information and advice regarding application to specific law schools and taking the Law School Admissions Test (LSAT). There is also a Pre-Law Society, which interested students are encouraged to join.

Above-average performance in a solid academic program is vital for entry into law school. Since admission to law school is very competitive, students with less than a 3.2 cumulative GPA are not likely to get into law school unless they have some other outstanding factor in their favor, such as a very high LSAT score. Be realistic! Law school admissions committees consider two main factors: GPA and LSAT score. Other factors, such as recommendation letters and extracurricular activities, generally play a very minor role in the admissions decision. If you are not a serious and competent student, you should choose another career! Students should consult the Pre-Law Handbook for entry requirements for specific law schools.

AWARDS IN PUBLIC JUSTICE

The Public Justice Department presents three awards on an annual basis. These awards are open to majors and double majors in Public Justice who meet the stated criteria. A detailed description of these awards is given below. For further information, contact the chairperson or advisement coordinator of the Public Justice department.

OUTSTANDING SENIOR IN PUBLIC JUSTICE AWARDS

I. Outstanding Senior In Public Justice (General)

Given to a graduating senior with a major or second major in Public Justice in recognition of superior academic performance and service to the College and the community.

Criteria for Eligibility:

1. Graduating Senior
2. Major or second major in Public Justice
3. Grade Point Average (cum GPA of 3.0 or higher)
4. Service to the College and the community

Students can be nominated (by either faculty or students) or may apply directly. Each applicant must submit a letter of application, transcript, resume, personal statement, and two letters of recommendation. Applications will be reviewed by a selection committee.

The award winner will receive a framed certificate and a book. The award will be presented at Honors Convocation.

II. Outstanding Senior in Public Justice (Law Enforcement)

Given to a graduating senior with a major or second major in Public Justice with an interest in pursuing a career in law enforcement. Selection will be on the basis of academic achievement and service to the College and the community.

Criteria for Eligibility:

1. Graduating senior
2. Major or double major in Public Justice
3. Interest in pursuing a career in law enforcement
4. Grade Point Average (cum GPA of 3.0 or higher)
5. Service to the College and the community

Students can be nominated (by either faculty or students) or may apply directly. Each applicant must submit a letter of application, transcript, resume, personal statement and two letters of recommendation. Applications will be reviewed by a screening committee.

The award winner will receive a plaque donated by the Fraternal Order of Police. The award will be presented at Honors Convocation.

Procedures:

1. Nominations must be received no later than January 31.
2. Completed applications must be received no later than February 15.
3. Award winners will be selected by March 1.

**Raymond Joseph Stastny
Memorial Scholarship
(\$500.00)**

This award honors the memory of Raymond Joseph Stastny, a 1978 SUNY Oswego graduate with a degree in Public Justice, who became an outstanding agent with the U.S. Department of Justice, Drug Enforcement Administration, and lost his life in the line of duty. The award is given to an outstanding student majoring in Public Justice and aspiring toward a career in law enforcement. To qualify for this award, a student must:

- Be a declared Public Justice major or double major
- Be a full-time student
- Maintain a minimum 3.0 cumulative grade point average at the time of selection
- Participate in intramural or intercollegiate athletics
- Be planning to pursue a career in law enforcement
- Submit a brief narrative describing career goals, financial need, special achievements (academic, athletic, community, etc.)

If you are interested in being considered for this award, or if you wish to nominate someone else for the award, please contact Professor Margaret Ryniker, Chairperson, Public Justice Department, 446 Mahar Hall, ext. 4121. The Public Justice Department will be happy to work with interested applicants to assist them in preparing their applications.

**The Luciano J. Iorizzo
Scholarship Award
\$250.00**

Named to honor Professor Emeritus Luciano J. Iorizzo, first chairman of the Department of Public Justice, this scholarship will be awarded to a deserving Public Justice senior who has demonstrated above average academic performance. In order to be eligible for this scholarship, the following requirements must be met by the end of the first semester of the junior year:

- a. Declared Public Justice major or second major.
- b. Overall GPA of 3.0 or better at the time of the selection.
- c. Public Justice GPA of 3.2 in required and elective PBJ courses
- d. Demonstrated financial need.
- e. Complete the application to be obtained from SUCO Foundation in King Hall.
- f. Deadline is January 31.

Other Awards: The College offers a number of other awards for which individual students may be eligible. You should check with the SUCO Foundation Office (King Hall) for details. Some other awards that Public Justice students have won in the past include the Dorothy Rogers Scholarship (\$500), the Barry Atkinson Scholarship (\$500), and the Auxiliary Services Student Employee Scholarship (\$400). The American Society of Industrial Security (ASIS) also gives an annual scholarship of \$1000.

Alpha Delta Omega Honor Society in Public Justice

This organization is an open, democratic organization of individuals committed to academic excellence and to the ideal of justice, fairness, freedom and equality for all people in all aspects of society.

Goals:

1. Honor Public Justice students who have a record of outstanding academic achievement
2. Promote academic and scholarly interests and inquiry among Public Justice students
3. Strive to achieve social justice and improvement of the human condition

Eligibility Requirements:

1. Declared Public Justice major or second major
2. Junior or senior status
3. Completion of at least 30 sh at SUNY Oswego
4. Cumulative GPA of 3.20 or better
5. Completion of at least four Public Justice courses (core and elective) prior to induction with a GPA of 3.0 or better
6. Full or part time status at time of induction
7. Intention to continue in some area of the field of Public Justice (either further education or occupation/career)

Induction:

1. Eligible students will be invited to join each Fall and Spring semester.
2. Students who wish to join must pay a \$25.00 membership fee.
3. Inductees will receive a membership certificate, attend a dinner in their honor (during Spring semester), and have their names forwarded to appropriate campus and home-town publications for inclusion.

Activities:

1. Sponsor lectures, films, discussions on subjects of interest to students studying Public Justice.
2. Assist in seeking out and supporting PJ students who wish to present papers at annual Quest Conferences.
3. Gather and organize information on graduate and professional study in disciplines appropriate for Public Justice.
4. Identify and assist students wishing to do independent academic projects on Public Justice topics.

Faculty Advisor: Dr. Celia A. Sgroi, 440 Mahar Hall, x3406

RESOURCES

The **Career Services Office**, located at the COMPASS in the Campus Center, provides a wealth of information on careers and job search strategies. You should go to the Career Services Office for the following types of information and assistance:

- General Career Information
- Job-Hunting Workshops
- Graduate Schools—Admissions Tests and Applications
- Listings of Possible Employers
- Summer Jobs and Internships
- **Credentials/References**
- **Resumé Writing**
- Employment Recruiters
- Occupational Outlooks
- Civil Service Exam Information.

Please Note: You should plan on making use of the Career Services Office early in your academic career. You will need a resume for PBJ 301 and for your practicum [PBJ 397] course in Public Justice and you may wish to get information about civil service examinations in occupations in which you are interested. The services are free. Job searches, interviewing tips, resume' refining are all available at Career Services. Get to know them, and use them.

The **Penfield Library** also has many useful tools of which you are encouraged to take advantage. There are pamphlets prepared by the Reference Department to aid research in most fields. The librarians can give much assistance to students looking for information, and the library staff also offers special courses in library skills. The micro-computer lab in Penfield is available for computer use and word-processing. Law Librarian, Mrs. Judd, and Lexis-Nexis are valuable tools in the law and legal research areas.

The **Computer Technology Center** in Lanigan Hall provides computers to assist you with every imaginable task, from preparing papers to making classroom presentations. Even if you do not know a thing about computers, the CTC can provide a great deal of help. At CTC you are bound to find a computer that suits your level of computer skill and that can help make your work a lot easier. If you think the CTC is not for you, the same computers can be found (with people available to help you) in the computer lab on the second floor of Mahar Hall. Penfield Library and some of the residence halls also have computers available for student use.