



SACRAMENTO
STATE

Course Change Proposal Form A



Academic Group (College): SSIS	Academic Organization (Department): Public Policy and Administration (PPA)	Date: April 6, 2007
Type of Course Proposal: New <input checked="" type="checkbox"/> Change <input type="checkbox"/> Deletion <input type="checkbox"/>	Department Chair: Ted Lascher	Submitted by: Ted Lascher
Does this course fulfill a requirement for single-subject or multiple subject credential students? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	For Catalog Copy: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> CCE: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Semester Effective: Fall 2007

This course replaces experimental course Subject Area (prefix) and Catalog Number (course number):	
This Catalog Number (course number) is being replaced:	

Change from:

Subject Area (prefix) & Catalog No. (course no.):	Title:	Units:
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Change to:

Subject Area (prefix) & Catalog No. (course no.): PPA 292	Title: Court Management	Units: 3
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JUSTIFICATION:

This is one of four required courses in a new graduate certificate/concentration in judicial administration (it will be a stand alone certificate program for those not already enrolled in the PPA Master's Program and a potential concentration for current MPPA students). The new programs reflect regional and statewide need for post-baccalaureate education as California courts move forward in their mission to provide access and fairness to a burgeoning population. Major changes in court policy and operations in the last decade demand an educational complement.

A diverse set of people involved in court administration identified court management as one of the essential areas covered under the new judicial administration programs.

NEW COURSE DESCRIPTION: (Not to exceed 80 words, and language should conform to catalog copy. See <http://www.csus.edu/acaf/univmanual/crspsl.htm> - Guidelines for Catalog Course Description)

Provides training in key court administrative areas identified by such organizations as the National Association of Court Management (e.g., case flow management). Drawing from interdisciplinary literature on management theory, court case studies illustrate and provide context. **Prerequisite:** PPA 291 or permission of instructor.

Note:	
Prerequisite: PPA 291 or permission of instructor	
Enforced at Registration: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Corequisite:	
Enforced at Registration: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
CAN (California Articulation Number):	
Graded: Letter <input checked="" type="checkbox"/> Credit/No Credit <input type="checkbox"/>	Instructor Approval Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> (if enrolled in MPPA or Judicial Administration Certificate Program; otherwise yes)
Course Classification (e.g., lecture, lab, seminar, discussion): Seminar	Title for SIS+/CMS (not more than 30 characters): Court Management
Cross Listed? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	If yes, do they meet together and fulfill the same requirement, and what is the other course.
How Many Times Can This Course be Taken for Credit? Once	
Can the course be taken for Credit more than once during the same term? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	

FOR NEW COURSE PROPOSALS OR SUBSTANTIVE CHANGES ONLY:

Description of the Expected Learning Outcomes: Describe outcomes using the following format: "Students will be able to: 1), 2), etc." See the example at <http://www.csus.edu/acaf/example.htm>

At the end of PPA 292, it is expected students:

1. will have mastered key public administration and management theories and be able to apply theories to practice;
2. will evidence understanding of the National Association of Court Management's 10 core competencies and demonstrate how they can be used to ensure effective court management;
3. will recognize the relationship between management and the success of an organization;
4. will be able to draw from private and non-profit sector models to apply to court management; and
5. will understand the institutional structure of a court and its connection to human resources (e.g., staffing issues and performance management, and conflict management and labor negotiations), and illustrate how that is connected to a key goal of court management: ensuring public trust and confidence.

****Attach a list of the required/recommended course readings and activities [Note: it is understood that these are updated and modified as needed by the instructor(s).] This attachment should be forwarded only to your Dean's office, not Academic Affairs.**

Assessment Strategies: A description of the assessment strategies (e.g., portfolios, examinations, performances, pre-and post-tests, conferences with students, student papers) which will be used by the instructor to determine the extent to which students have achieved the learning outcomes noted above:

There will be four papers (60% of total), a final exam (20%), and graded participation (20%). Each learning outcome will be addressed by each assessment tool.

For whom is this course being developed?

Majors in the Dept Majors of other Depts ___ Minors in the Dept ___ General Education ___ Other

Is this course required in a degree program (major, minor, graduate degree, certificate)? Yes ___ No ___

If yes, identify program(s): Graduate Certificate/Concentration in Judicial Administration

Does the proposed change or addition cause a significant increase in the use of College or University resources (lab room, computer facilities, faculty, etc.)? Yes ___ No


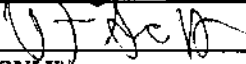
If yes, attach a description of resources needed and verify that resources are available.

Indicate which department or programs will be affected by the proposed course (if any). None directly; some graduate students in other departments/divisions (e.g., Criminal Justice) may be interested in taking the course as an elective.

The Department Chair's signature below indicates that affected programs have been sent a copy of this proposal form.

Approvals: If proposed change, new course or deletion is approved, sign and date below. If not approved, forward without signing to the next reviewing authority, and attach an explanatory memorandum to the original copy.

Signatures:

	Date
Department Chair: 	4-7-07
College Dean or Associate Dean: 	4-13-07
CPSP (for school personnel courses ONLY)	
Associate Vice President and Dean for Academic Programs	CONDITIONAL APPROVAL 4/17/07

Distribution: Academic Affairs (original), Department Chair and College Dean. Dean's office to send original after approval to Academic Affairs, at mail zip 6016. An electronic copy must also be sent.