



Connecticut State University System

Developing a State of Minds

BR#02-04



RESOLUTION

establishing

HENRY C. LEE INSTITUTE FOR THE STUDY OF CRIME
AND JUSTICE

at

CENTRAL CONNECTICUT STATE UNIVERSITY

February 1, 2002

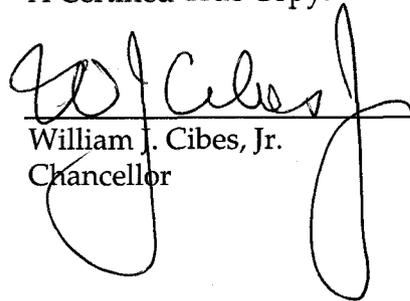
- WHEREAS, The Department of Criminology and Criminal Justice at Central Connecticut State University recognizes the necessity for a centralized clearinghouse for the exchange and dissemination of information related to the criminal justice field, and
- WHEREAS, The Henry C. Lee Institute for the Study of Crime and Justice will serve as the outreach arm for the department and the university in these endeavors and provide opportunities for students, faculty and practitioners to collaborate in a variety of professional settings, and
- WHEREAS, The objectives and strategies of the Institute support the major goals for Central Connecticut State University, and
- WHEREAS, The Institute will have sufficient staffing, physical space and budgetary support to carry out its objectives, therefore be it
- RESOLVED, That the Board of Trustees for the Connecticut State University System hereby authorizes the establishment of the Henry C. Lee Institute for the Study of Crime and Justice at Central Connecticut State University, and be it further
- RESOLVED, That the Institute may seek and receive contracts and grants from public and private organizations and may charge fees for services related to the purposes stated above provided that all applicable state and University regulations are observed, and be it further

RESOLVED, That all funds received by the Institute shall be deposited in the Operating Fund at Central Connecticut State University in accounts established for this Institute. Such funds shall be used for the purposes of this Institute and appropriate University support functions rendered to the Institute, and be it further

RESOLVED, That the President of Central Connecticut State University is directed to periodically evaluate the functioning of the Henry C. Lee Institute for the Study of Crime and Justice in terms of its effectiveness, and shall no later than September 1, 2007 report the results of the evaluation with a recommendation to the Chancellor of the CSU System who in turn shall share this information with the Board of Trustees, and be it further

RESOLVED, That the for the Henry C. Lee Institute for the Study of Crime and Justice shall go out of existence on December 31, 2007, unless action to the contrary is taken by the Board of Trustees for the Connecticut State University System.

A Certified True Copy:



William J. Cibes, Jr.
Chancellor

ITEM

Establishment of the Henry C. Lee Institute for the Study of Crime and Justice at CCSU

BACKGROUND

The department of Criminology and Criminal Justice at CCSU has been fulfilling many of the objectives stated in its proposal to establish and institute and has been conducting similar activities with grants and contracts obtained by the faculty. The University has expressed the desire to establish a formal Institute as an organized unit at CCSU, with a director appointed by the President and an advisory board with membership approved by the President. This institute would consolidate these activities and create a centralized clearinghouse for information related to criminal justice.

ANALYSIS

The proposal sufficiently describes how the Henry C. Lee Institute for the Study of Crime and Justice will fulfill the need for a centralized clearinghouse. Areas noted for the information exchange include forensic technology, the training of criminal justice personnel, applied research in the discipline, and evaluation of criminal justice initiatives. Key objectives described in the proposal are germane to the purpose of the Institute and the department.

The Institute also will provide information resources for criminal justice practitioners, sponsor conferences and provide technical assistance to faculty, students, criminal justice professionals in such areas as forensic science, program development, focus group facilitation, expert testimony, and organizational assessment. This Institute could become a vital statewide resource, and beyond, providing merited visibility for the university and its faculty.

The goals and objectives of the Institute are compatible with the mission and goals of the Central Connecticut State University and its Department of Criminology and Criminal Justice and with the current strategic plan of CCSU. In accordance with Board policy and precedent, the proposal provides for programmatic justification as well as appropriate staff, physical space and fiscal support by the university. Additional funding from outside sources will be used to expand the scope of the Institute's services beyond its basic objectives. The proposal also provides for assessment and evaluation of the institute on a regular basis, with the provision for a sunset date of five years unless the president of the university recommends its continuation.

CHANCELLOR'S RECOMMENDATION

Approve the establishment of the Henry C. Lee Institute for the Study of Crime and Justice with a sunset date of December 31, 2007, if the Institute is not recommended for continuation.

CENTRAL CONNECTICUT STATE UNIVERSITY

Department of Criminology and Criminal Justice

Henry C. Lee Institute for the Study of Crime and Justice

Introduction

Central Connecticut State University (the "University") and the Department of Criminology and Criminal Justice (the "Department") will organize, implement, operate, and supervise a new institute called "The Henry C. Lee Institute for the Study of Crime and Justice" (the "Institute").

The Institute is being named for Henry C. Lee because of his exemplary credentials and accomplishments. He is an internationally recognized leader in the field of forensic science with degrees from John Jay College of Criminal Justice (B.S.), and the New York University (M.S. and Ph. D.). Dr. Lee's most recent experience has been as the Commissioner of the Department of Public Safety for the State of Connecticut. He has served as the Director of the State Police Forensic Science Laboratory and the Chief Criminalist for Connecticut. He has taught at multiple universities including institutions such as Central Connecticut State University, John Jay College of Criminal Justice, Yale University, and the University of Connecticut Law School.

Dr. Lee has been a consultant to police, justice, and legal offices and laboratories in multiple states and foreign countries. His list of awards and publications are too extensive to enumerate in this document. Dr. Lee's court experience involves work as an expert witness as well as providing representation in forty (40) different states as well as foreign countries.

We are justly proud of Dr. Lee's long-term affiliation with Central Connecticut State University and his formal designation as a Distinguished Professor of Criminology and Criminal Justice.

Purpose of the Institute

There is a need in Connecticut for a centralized criminal justice clearing-house for the exchange and dissemination of information related to forensic technology, the training of criminal justice personnel, applied research, and evaluation of criminal justice initiatives. Such an institute should be centrally located within the State and be easily accessible for criminal justice agencies. Therefore, Central Connecticut State University will create within the Department of Criminology and Criminal Justice an institute called "The Henry C. Lee Institute for the Study of Crime and Justice." The Institute will serve the interests of the criminal justice community in Connecticut and serve as the outreach arm of the Department and the University. The Institute will provide opportunities for students, faculty, and practitioners to collaborate in a variety of professional settings.

Objectives of the Institute

Specifically, the objectives of the Institute are to:

- Expand the role of forensic technologies to professionalize criminal justice practices and procedures.
- Serve as a training resource center to:
 1. design training and identify specific individuals to deliver the training to meet the needs of public and private agencies;
 2. partner with agencies to develop training academies to meet the needs of the agency;
 3. refer practitioners to appropriate training personnel and materials;
 4. conduct skills-based training for the criminal justice community;
 5. offer continuing education credits and certificate degree programs for criminal justice practitioners.
- Provide informational resources for criminal justice practitioners.
- Sponsor conferences, workshops, and seminars such as "The Ilene Rieger National Conference Against Violence".
- Provide technical assistance in areas such as:
 1. forensic science and technology;
 2. the sociological and psychological impact of terrorism on American citizens;
 3. understanding the nature of the relationship between ideology and violence;
 4. program development and evaluation research;

5. focus group facilitation;
6. expert testimony;
7. personnel performance assessment and promotion review;
8. grant writing;
9. individual psychological assessment and treatment;
10. organizational development, assessment, and accreditation.

Institute Personnel

Criminology and Criminal Justice Faculty: The Department faculty will select one or more full-time faculty to direct the Institute. In addition, faculty will engage in community outreach through the solicitation and identification of opportunities for evaluation, training, and consulting.

Full Time Faculty

Susan E. Pease, Ph.D., Chair. *Education:* Ph.D., Criminology, Florida State University; M.S., Criminal Justice, Northeastern University; B.A., Psychology, University of Massachusetts/Boston. *Interests:* Substance abuse treatment, program planning and evaluation, race and ethnicity, research ethics.

Stephen M. Cox, Ph.D. *Education:* Ph.D., Criminal Justice and Criminology, Michigan State University; M.S., Criminal Justice, Eastern Kentucky University; B. S., Police Administration, Eastern Kentucky University. *Interests:* Law enforcement, data analysis, policy.

Charles Haigh, Ed.D. *Education:* Ed.D., Educational Management, University of Bridgeport; M.S. Public Administration, University of New Haven; B.S., Law Enforcement Administration, University of New Haven. *Interests:* Law enforcement training and performance assessment, criminal justice organizational development.

Jennifer Hedlund, Ph.D. *Education:* Ph.D., M. S., Organizational Psychology, Michigan State University; B.S. Human Development, Cornell University. *Interests:* Performance assessment, organizational development, leadership, training.

Debra L. Stanley, Ph.D. *Education:* Ph.D., Criminology and Criminal Justice, University of Maryland; M.S., Criminal Justice, Northeastern University; B. A., Sociology, Rhode Island College. *Interests:* Domestic violence, victims' rights, program evaluation.

Raymond "Chip" Tafrate, Ph.D. *Education:* Ph.D., Psychology, Hofstra

University, B. A., Psychology, University of Vermont. *Interests:* Anger management, interviewing, counseling, and treatment intervention strategies.

Part-time Faculty

Henry C. Lee, Distinguished Professor, Chief Emeritus, Division of Scientific Services, Department of Public Safety

John Armstrong, Commissioner, Department of Correction

John Bailey, Chief State's Attorney

Jamie Carrollo, Bail Commissioner, Court Support Services Division

John Cronan, Assistant Chief State's Attorney

Gregory Everett, Hearings Supervisor, Connecticut Board of Parole

Deborah Fuller, Director, External Affairs, Judicial Branch

Trevor Johnson, Training Coordinator, Court Support Services Division

Maureen Knight-Price, Executive Director, Community Partners in Action

Hon. John J. Ronan, Assistant Chief Court Administrator, Judicial Branch

Andrew Russell, Criminal Intelligence, Connecticut State Police

Institute Coordinator: The Institute will have a Coordinator (12 month) who reports to the Chair of the Department of Criminology and Criminal Justice. The coordinator will be an administrative faculty position whose responsibilities are:

1. organize all the training, conferences, and colloquia including preparation of materials, room scheduling, ordering of snacks and meals
2. prepare contracts for personnel
3. purchasing of materials
4. budget management
5. engage in community outreach

Administrative Assistant: This position will support the Institute and work with the faculty and the coordinator to meet the responsibilities presented above.

University Assistant: A university assistant will be assigned to work with the individuals facilitating the training and engage in such activities as preparation and presentation of power point, workshop materials, and on-site logistics.

Advisory Board: There will be an advisory board comprised of criminal justice practitioners or their designees to guide the focus, direction, and activities of the Institute. Each practitioner will be asked to appoint a representative, who will work directly with the Institute. An annual board meeting will be held with the board members and their representatives (September). Representatives will attend an additional two working meetings (October and February) per year. These meetings will address specific needs and strategies identified during the annual board meeting.

Responsibilities of the Advisory Board. The responsibilities of Advisory Board members are to:

1. participate in annual board meeting;
2. identify representatives to attend subsequent meetings;
3. review the coordinator's annual report and mission statement;
4. make recommendations for new initiatives;
5. make staffing recommendations for the Institute;
6. consider ethical issues in relation to the Institute's policies and practices;
7. contribute to a strategic plan that outlines the long range goals for the Institute's growth and development.

Composition of the Advisory Board. The composition of the Advisory Board will be the following individuals or their designates:

Faculty Directors
Commissioner of the Department of Correction
Commissioner of the Department of Public Safety
Chief State's Attorney
Executive Director of Community Partners in Action
Chief Court Administrator of Judicial Branch
Director of Court Support Services Division
Chairman of the Board of Parole
Director of the Criminal Justice Division, Office of Policy and Management
Chief Public Defender

The Advisory Board will be an important component of the Institute and bring recommendations to the Department regarding the specific direction and goals of the Institute.

Physical Space

The Institute is designed to attract students, faculty, and conference participants from around the nation and the world. To fulfill this mission, the University will provide adequate space for the Institute. At present the University is providing:

- 10 private offices (8 offices for 9 full time faculty; 1 office for the Distinguished Professor of Criminology and Criminal Justice, and 1 office for the secretary).

The following resources must be added in order to make the Institute fully operational.

- 2 additional offices for the coordinator and secretary.
- a common work area for support staff and equipment with storage area for files and equipment (400 sq. ft.).
- Easy access to a conference room.

We recognize that the additional space may be physically separate from the department. While we feel this separation would be acceptable in the short term, it would be preferable, but not necessary, to eventually house the Department and Institute together to maximize productivity and to ensure long-term success.

Assessment and Evaluation. The assessment and evaluation will be included in the annual report prepared by the Institute Coordinator. In addition to a statement of revenues and expenditures, the assessment will include the number and description of activities that meet the objectives of the Institute. Where appropriate, a questionnaire will be administered to those individuals who participate in training offered by the Institute to determine the quality and utility of the program content and delivery. These findings will become a part of the assessment.

The Institute will be discontinued after five years unless recommended for continuation by the president of the university.

DEPARTMENT OF CRIMINOLOGY AND CRIMINAL JUSTICE

Henry C. Lee Institute for the Study of Crime & Justice

Budget*

Year 1

Coordinator (Administrative Faculty II)	55,000
Secretary	30,000
University Assistant	11,000
Office Supplies	500
Furniture	
2 desks	800
2 chairs	410
2 side chairs	250
2 bookcases	250
2 file cabinets	500
2 computer tables	500
3 Phone/computer lines @ 500.00 each	1,500
Equipment	
3 computers @ \$3000.00 each	9,000
1 printer	700
Travel for conferences	2,000
Fringes @ 39.26%	
Coordinator	21,593
Secretary	11,778
@7.5% for UA	825

\$146,606

*Implementation based upon external funding.

Year II

Coordinator	57,500
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Secretary II	31,000
University Assistant	11,000
Supplies	500
Travel to conferences	2,000

Fringes @ 39.26%	
Coordinator	22,574
Secretary II	12,170
@ 7.5%	825

\$137,569

Year III

Coordinator	60,000
Administrative Assistant	32,000
University Assistant	11,000
Office Supplies	500
Travel for conferences	2,000

Fringes @ 39.26%	
Coordinator	23,556
Secretary II	12,563
7.5% UA	825

\$142,444

CENTRAL CONNECTICUT STATE UNIVERSITY

Department of Criminology and Criminal Justice

Sources and Amounts of External Funding

- National Institute of Justice. (May 2000-April 2002). Outcome Evaluation of Four CT Department of Correction Tier 4 Residential Substance Abuse Treatment Programs. \$99,000. Susan Pease, Principal Evaluator. Research Team: Chip Tafrate and Stephen Cox.
- National Institute of Justice. (May 1998 – April 2001). Process Evaluation of Four CT Department of Correction Tier 4 Residential Substance Abuse Treatment Programs. \$50,000. Susan Pease, Principal Evaluator. Research Team: Stephen Cox and Chip Tafrate.
- CT. Department of Mental Health and Addiction Services (July 2000 – June 2004). Evaluation of the Young Offender Model (YOM). \$400,000. Susan Pease, Principal Evaluator. Research Team: Chip Tafrate, Stephen Cox & Renee White..
- CT. Office of Policy and Management. (February 2001 – Present). Evaluation of the Career Criminal Prosecution Unit. \$1,000. Stephen Cox, Principal Evaluator.
- CT. Office of Policy and Management. (September 2000-July 1, 2001). Analysis of Traffic Stops Statistics; Interim Report. \$21,000. Stephen Cox, Principal Investigator. Research Team: Susan Pease, Daniel Miller, Ben Tyson.
- CT. Office of Policy and Management. (July 2000 – December 2000). Family Violence Homicides. \$1,500. Stephen Cox, Principal Investigator.
- CT. Office of Policy and Management. (July 2001-June 2003). The Evaluation of the Pilot Reintegration Education Program. \$30,000. Stephen Cox, Principal Investigator.
- CT. Office of Policy and Management (September 2001-June 2002). Analysis of Traffic Stops Statistics: Second Interim Report. \$27,000. Stephen Cox, Principal Investigator. Research Team: Susan Pease, Daniel Miller, Ben Tyson.
- CT Office of Victim Services, CT Department of Correction, Survivors of Homicide. (June 2001). The Sixth Annual Melanie Ilene Rieger Memorial Conference Against Violence. \$7,720. Debra Stanley, Coordinator.