

GRADUATE PORTFOLIO ITEMS

Graduate Portfolio:

1. Field Placement Paper
 - a. Problem Analysis
 - b. 360 degree assessment
 - c. Self Assessment

2. 3 Professional Events
 - a. Networking
 - b. Community Project Event
 - c. Leadership Event

3. Leadership Inventories (Myers Briggs/ FIROB)

**Department of Criminal Justice
CRIM 5920.101 Advanced Field Placement
Fall 2008**

Portfolio Paper Format and Guidelines

Purpose of Portfolio

The purpose of the portfolio is to document, in a systematic manner, a competency of essentials elements of graduate education for students in the “professional track.” In addition to learning that takes place in the classroom, the portfolio serves to promote and demonstrate experiential learning to support the student’s personal and professional development. With the aforementioned in mind, the portfolio shall be comprised of the following sections:

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| Part I. | Professional Development Philosophy |
| Part II. | Problem Analysis <ol style="list-style-type: none">1. Problem Statement2. Literature Review<ol style="list-style-type: none">a. Overview and Trend Analysis of Problem/Issueb. Theoretical Frameworkc. Analysis of Best Practicesd. Summary |
| Part III. | Organizational Analysis <ol style="list-style-type: none">1. Overview of Organization |

2. Organizational Response to Problem/Issue
3. Policy Analysis

Part IV. Experiential Learning with Senior Administrator

1. Expectations
2. Lessons Learned
3. Likely Impact on Professional Development
4. Overall Strengths and Weaknesses of Placement

Part V. Conclusion and Recommendations

Part VI. Self-Assessment

North Carolina Central University
School of Behavioral and Social Sciences
Department of Criminal Justice

Portfolio Guidelines Narrative

Part I. Professional Development Philosophy

Professional Development Philosophy

Basically this is your thoughts and feelings on your career choice. Why do you do what you do?

Part II. Problem Analysis

Problem Statement

This is information regarding the specific issue you are studying. For instance if you are looking at policies regarding disproportionate minority contact and its impact on the Department of Juvenile Justice in North Carolina, you would offer numbers and information on overall juvenile delinquency in the US and North Carolina. You would also offer numbers relevant to race in the U.S. and North Carolina because you want to present a case that disproportionate minority contact is an issue .

Literature Review

A review of the problem (this is the majority of the page count for the literature review). Keeping with the same theme of disproportionate minority contact, you would discuss relevant issues here. You might present three or four issues discussed in the literature regarding the overall problem. For example you might discuss police decision making to arrest or not to

arrest based on race. You might also present information on extra –legal factors that impact decisions in court to prosecute cases based on race. You might also offer factors such as family and community support that might impact decisions made at arrest and in court, for example.

Theory Discussion

Are there relevant theories that might speak to the issue under review? You might have to explore theories such as “Groupthink”, Organization theories and other theories that speak to agency behaviors (these theories are not typically explored in the traditional theory class. You might also want to have a conversation with someone in the business school or psychology about organizational behaviors or just pick up a book on organizational behavior).

Analysis of Best Practices

Describe the best practices in the industry and other industries regarding the issue under review.

Summary

Part III. Organizational Analysis

Overview of Organization

This is very important to describe the agency where this policy analysis is being discussed. You would want to include an organizational chart in the Appendix section as well. In the policy analysis you would want to include how the organizational structure has an affect on the problem (positive and/or negative).

Policy Analysis

Student should have numbers provided by the agency relevant to the policy under review. These numbers will provide a foundation for your assessment of the agency relevant to the problem.

Student should critically assess the impact of the problem on the individual, the agency, the criminal justice system and society as a whole.

Organizational Response to Problem/Issue

Part IV. Experiential Learning with Senior Administrator

Expectations of Experience

Lessons Learned

Likely Impact on Professional Development

Overall Strengths and Weaknesses of Placement

Part V. Conclusion and Recommendations

Part VI. Self Assessment