

# INTRODUCTION TO CRIMINAL JUSTICE

Criminal Justice 101/ item #5000

Instructor: Charlene Freyberg

Office: D-100 C

Dates: 9/21/15-12/10/15

Office Hours: T/Th: 12:30pm-3:00pm and by appt.

Classroom: D103

Phone: 425-564-2698

Class: T/Th 8:30am-10:20am and Fridays: 9:30am-10:20am

E-mail: [charlene.freyberg@bellevuecollege.edu](mailto:charlene.freyberg@bellevuecollege.edu)

## Required Text:

***Introduction to Criminal Justice* (7th Edition), by: Bohm & Haley ISBN: 9780078111532 . McGraw Hill Publishers, 2011 (hardcover) OR \*\*feel free to use the non-hardback version or the e-version of the book. Older editions are not to be used since they will have older statistics and not as up to date information on the changing field of criminal justice. IT IS YOUR RESPONSIBILITY TO PURCHASE THE TEXTBOOK AS SOON AS POSSIBLE. IT WILL BE NEEDED FOR THE FIRST WEEK OF CLASSES & EVERY WEEK.**

**Course Description:** This course serves to introduce students to the three main components of the criminal justice system: police, courts, and corrections. Important background information on crime, classification and definitions of offenses, and victims and offenders is discussed as well. The focus of this introductory course includes: 1) Police organization, roles, functions, and responsibilities; 2) Court organization, processes, and outcomes (e.g. sentencing); 3) Punishment issues including probation, jail, prison, and community corrections.

**Schedule:** The following schedule is **tentative** and may be modified **with** notice. **Students are responsible for ANY and ALL changes that are made to this schedule, even if not present when changes are discussed.** The assigned readings, which should be completed **prior** to class, and all test dates are highlighted.

## **COURSE OUTLINE:**

**Week 1 9/21-9/25**

9/22 Introduction to course and expectations (syllabus)

Read: Chapter 1: Crime and Justice in the United States

**Week 2 9/28-10/2 & Week 3 10/5-10/9**

Read: Chapter 2: Crime and Its Consequences

Read: Chapter 3: Explaining Crime

**Group Assignment #1-Severity of Offenses**

**Week 4 10/12-10/16 & Week 5 10/19-10/23**

Review: Chapter 3: Explaining Crime

Read: Chapter 4: The Rule of Law

10/20 No School: non-contract day

**Group Assignment #2: Rule of Law**

10/23 Quiz #1- Chapters 1-4

**Week 6 10/26-10/30 & Week 7 11/2-11/6**

Read: Chapter 5: History and Structure of American Law Enforcement

Read: Chapter 6: Roles Styles, & Functions

Read: Chapter 7: Policing America: Issues and Ethics

11/6 Quiz #2-Chapter 5-7

**Week 8 11/9-11/13 & Week 9 11/16-11/20**

Read: Chapter 8: The Administration of Justice

**Group Assignment #3: You are the Prosecutor**

11/11 (Wed.) No School- Veterans Day

Read: Chapter 9: Sentencing, Appeals, and the Death Penalty

**Week 10 11/23-11/27 & Week 11 11/30-12/4**

Review: Chapter 9: Sentencing, Appeals, and the Death Penalty

11/24 Quiz #3-Chapters 8 & 9

11/26 & 11/27 No School-Thanksgiving Break

Read: Chapter 10: Institutional Corrections

Group Assignment #4- Parole Board

Week 12 12/7-12/10 FINALS WEEK

12/7 (Mon.) No School- Professional Development Day

Read: Chapter 10: Institutional Corrections

Thursday 12/10 Quiz #4 7:30am-9:20am (chapter 10 ONLY)

#### COURSE EVALUATION:

Total Points: 305

Quizzes 3 @ 40 points & (final quiz @ 25 points)= 145

Group Activities 4 @ 15 points= 60

Participation/Attendance/Assignments (may vary) 100 points = 100

A	94-100%	A-	90-93%	B+	87-89%
B	84-86%	B-	80-83%	C+	77-79%
C	74-76%	C-	70-73%	D+	67-69%
D	60-66%	F	0-59%		

**Academic Etiquette: Class begins promptly at 8:30am on T/Th and 9:30am on Fridays.** Please make every effort to be in class and to be here on time. If it is unavoidable that you arrive late- or even leave early- please do not disrupt the class. **Respect for opinions voiced in class is essential, and I expect all students to treat each other courteously.** Any type of disruptive or discourteous behavior is unacceptable and will not be tolerated; these types of behaviors will result in the student(s) being asked to leave the class. **Class “No No’s”:** cell phones must be turned off for class (or on vibrate for emergency purposes) and stored (phones should be in your bag, purse, NOT ON YOUR DESK), (if they go off you may be leading a class discussion or be asked to leave the class). **Laptops are permitted in the last row only.** If you are not taking notes, you will be banned from use of your laptop (no Facebook, checking e-mail, etc. PLEASE DO IT ON YOUR OWN TIME).

**Academic Integrity:** *Plagiarism or cheating of ANY kind will not be tolerated and will result in failing the test and/or the course as well as other disciplinary action (see Bellevue College Handbook, Academic Dishonesty).* If you are at any time unclear about what constitutes plagiarism or cheating, see me ASAP. In all instances, you must do your own work.

**Attendance:** All students are expected to attend every class. Obviously, if students do not attend class regularly, the opportunity to perform well in this course is greatly diminished.

**Course Requirements:** All students are expected to read the required chapters of the textbook as outlined in the schedule section of this syllabus. Students are also expected to attend class regularly, take notes, ask questions, and participate in class discussions.

**Make-up Policy:** *Any* make-up quizzes or assignments are allowed **only at the discretion of the instructor** and immediate notification from the student is imperative. Additionally, **all** make-up quizzes (for **any un-excused** circumstance) will adhere to the following criteria: 1) administered **only** by the instructor during office hours/or instructor's choosing 2) **cumulative** in nature; and 3) given in an **all-essay** format. **Any excused absence (with documentation-Emergency Room release, Dr. note or death notification of family member)** will be allowed to take the make-up quiz or assignment without any point penalty and be given 1-2 weeks to complete the work and/or quiz.

**Assignments:** Are to be typed and turned into the instructor by the format stated in the instructions--in class or on Canvas. No hand written work will be accepted (unless it is an in-class assignment which the instructor will collect at the end of the class period). If the assignment is posted on Canvas **it is the student's responsibility** to check on due dates and format to upload (ONLY in-text, PDF and Word documents will be accepted) on Canvas. NO LATE WORK WILL BE ACCEPTED due to computer issues (including Canvas issues), poor time management or incorrect format upload. Please see me in class or in my office hours if you need help about assignments in Canvas.

**Extra Credit:** As a general rule, there is usually no extra credit available in this course. I may, however, **at any time during the quarter** provide in-class extra credit opportunities. Obviously, if you are not in class on these days, you are not eligible for these opportunities.

- **Final Examination Schedule**

The Social Science Division will adhere to the final examination schedule as stated in the BC schedule. Final examinations will be held at the end of each quarter at fixed times. Instructors will not

give examinations in advance of the regular schedule. A student who is absent from any examination held at any time during the quarter may forfeit the right to make up the examination. If, for illness or some other circumstances beyond the student's control, the student is unable to be present at any scheduled examination and has contacted the instructor on a timely basis, the student may be permitted to take such examination at a time designed by the instructor.

- **Withdrawal from Class**

College policy states students must formally withdraw from a class (Registration Office, B125). If a student has not withdrawn by the date stated on the college calendar for the current quarter, an appropriate letter grade will be assigned for the course.

- **Hardship Withdrawal**

Instructors may assign the grade of "HW" (hardship withdrawal) at their discretion in the event that a student cannot complete the coursework due to extreme circumstances. Students may also contact the Enrollment Services office BEFORE grades are assigned in cases of hardship.

- **Distribution of Grades**

Grades will not be posted in the Social Science Division or in faculty offices, and secretaries will not give out grades. Students should access their grades online through Canvas.

- **Return of Papers and Tests**

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if students supply the instructor with stamped, self-addressed envelope (with appropriate postage); or by the instructor designating a time and place whereby the student may retrieve his/her papers. Unclaimed papers and/or Scantron score sheets must be kept by the instructor for a minimum of sixty (60) instructional days following the end of the quarter.

- **Student Code of Conduct and Academic Integrity**

Any act of academic dishonesty, including cheating, plagiarism (using the ideas or words of another as one's own without crediting the source), and fabrication and inappropriate/disruptive classroom behavior

are violations of the Student Code of Conduct at Bellevue College. Examples of unacceptable behavior include, but are not limited to, talking out of turn, arriving late or leaving early without a valid reason, allowing cell phones/pagers to ring, and inappropriate behavior toward the instructor or classmates. The instructor can refer any violation of the Student Code of Conduct to the Dean of Student Success for investigation. Specific student rights, responsibilities, and appeal procedures are listed in the Student Code of Conduct at: [Student Code \(Links to an external site.\)](#)

Information about Bellevue College's copyright guidelines can be found at: [College Copyright Policy \(Links to an external site.\)](#)

This link provides a good, short summary of how to avoid plagiarism: [Avoiding Plagiarism \(Links to an external site.\)](#)

**Affirmation of Inclusion:** Bellevue College is committed to maintaining an environment in which every member of the campus community feels welcome to participate in the life of the college, free from harassment and discrimination.

We value our different backgrounds at Bellevue College, and students, faculty, staff members, and administrators are to treat one another with dignity and respect.

**Religious Holidays:** Students who expect to miss classes, examinations, or any other assignments as a consequence of their religious observance should be provided with a reasonable alternative opportunity to complete such academic responsibilities. It is the obligation of students to provide faculty with reasonable notice of the dates of religious holidays on which they will be absent, preferably at the beginning of the term. Students who are absent on days of examinations or class assignments should be offered an opportunity to make up the work without penalty (if they have previously arranged to be absent), unless it can be demonstrated that a makeup opportunity would constitute an unreasonable burden on a member of the faculty. Should disagreement arise over what constitutes an unreasonable burden or any element of this policy, parties involved should consult the department chair, or Dean.

**College Anti-Discrimination Statement (Title IX):** Bellevue College does not discriminate on the basis of race or ethnicity; color; creed; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; gender identity or veteran status in educational programs and activities which it operates. For further information and contacts, please consult [College Anti-Discrimination Statements \(Links to an external site.\)](#).

**Bellevue College E-mail and access to MyBC:** All students registered for classes at Bellevue College are entitled to a network and e-mail account. Your student network account can be used to access your

student e-mail, log in to computers in labs and classrooms, connect to the BC wireless network and log in to MyBC. To create your account, go to: [Create Email \(Links to an external site.\)](#)

BC offers a wide variety of computer and learning labs to enhance learning and student success. Find current campus locations for all student labs by visiting the [Technology Help Desk \(Links to an external site.\)](#)

**Disability Resource Center (DRC):** The Disability Resource Center serves students with a wide array of learning challenges and disabilities. If you are a student who has a disability or learning challenge for which you have documentation or have seen someone for treatment and if you feel you may need accommodations in order to be successful in college, please contact us as soon as possible.

If you are a person who requires assistance in case of an emergency situation, such as a fire, earthquake, etc, please meet with your individual instructors to develop a safety plan within the first week of the quarter.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact [Autism Spectrum Navigators \(Links to an external site.\)](#) Email and phone number is on the web page. ASN is located in the Library Media Center in D125.

The DRC office is located in B132 or you can call our reception desk at 425.564.2498. Deaf students can reach us by Skype: the address is **DRCatBC** (NOTE: There is no @ sign...it is actually **DRCatBC**). Please visit our website at [Disability Resource Center \(Links to an external site.\)](#) for application information into our program and other helpful links.

**Accessibility:** The online elements of this course are designed to be welcoming to, accessible to, and usable by everyone, including students who are English-language learners, have a variety of learning styles, have disabilities, or are new to online learning. Be sure to let me know immediately if you encounter a required element or resource in the course that is not accessible to you. Also, let me know of changes I can make to the course so that it is more welcoming to, accessible to, or usable by students who take this course in the future.

**Public Safety and Emergencies:** Public Safety is located in the K building and can be reached at **425-564-2400** (easy to remember because it's the only office on campus open 24 hours a day—2400). Among other things, Public Safety serves as our Parking Permits, Lost and Found, and Emergency Notification center. Please ensure you are signed up to receive alerts through our campus alerting system by registering at [RAVE Alert Registration \(Links to an external site.\)](#)

If you work late and are uneasy about going to your car, Public Safety will escort you to your vehicle. To coordinate this, please phone ahead and let Public Safety know when and where you will need an escort.

Please familiarize yourself with the emergency postings by the door of every classroom and know where to go in the event of an evacuation. Your instructor will be asked if anyone might still be in the building, so check in before you do anything else. Emergency responders will search for anyone unaccounted for.

**If a major emergency occurs, please follow these three rules:**

- 1) Take directions from those in charge of the response** -We all need to be working together.
- 2) Do not get in your car and leave campus (unless directed to)** - Doing so will clog streets and prevent emergency vehicles from entering the scene. Instead, follow directions from those in charge.
- 3) In an emergency, call 911 first, then Public Safety.**

Please do not hesitate to call Public Safety if you have safety questions or concerns at any time. You may also visit the [Public Safety \(Links to an external site.\)](#) web page for answers to your questions.

**Final Exam Schedule ([Links to an external site.](#))**

**Academic Calendar:** The Bellevue College Academic Calendar is separated into two calendars. They provide information about holidays, closures and important enrollment dates such as the finals schedule.

- [Enrollment Calendar \(Links to an external site.\)](#) On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.
- [College Calendar \(Links to an external site.\)](#) This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end and start dates, and final exam dates.