

## **Spring 2014- INTRODUCTION TO CRIMINAL JUSTICE 101- Online**

**Instructor:** Shawn Curtis, MA, PsyD Candidate

**Quarter Dates:** April 7- June 19

**Classroom:** Online

**Office:** D-200A

**Email:** shawn.curtis@bellevuecollege.edu

**Phone:** 425-564-2401 (email is a better way to communicate)

**Office Hours:** On Campus Tue & Thur. 3:30-5:00 or by Appointment

### **Required Text**

Schmallegger, F. (2014). *Criminal Justice: A brief introduction, 10<sup>th</sup> Ed.* United States: Pearson. ISBN: 0-13-300979-3

### **Course Description:**

This course surveys the criminal justice process from arrest through release. Students examine the relationships and responsibilities of and among police, prosecutors, courts, and probation and parole systems. Important background information on crime, classifications and definitions of offenses, and victims and offenders is discussed as well. The focus of this introductory course includes: 1) Police organization, roles and functions, and responsibilities; 2) Court organization, processes, and outcomes (e.g. sentencing); 3) Punishments issues including probation, jail, prison, and community corrections.

### **General Education: Computer Literacy Skill Development**

#### **Learners will be able to:**

1. Use a working vocabulary based on the terminology used in the three components of the Criminal Justice System.
2. Differentiate between the workings and responsibilities of the three major components of the American Criminal Justice System: the police, the courts and corrections.
3. Describe the theories, models and concepts within the Criminal Justice System and determine their strengths and weaknesses.
4. Explain how laws are made, categorized and enforced and the process of deciding how these laws are applied to case based situations.

5. Identify the reasons why experts in the field think the term Criminal Justice System is a myth and a true system is non-existent.
6. Examine the current major issues within the Criminal Justice System and be able to explain those issues giving case based examples of what they are.

### Assignments

All written assignments need to be completed in a standard APA or MLA format. **Be sure to cite all sources, even if only the textbook is used.** For information on how to write academic papers and for standard source citations see <http://owl.english.purdue.edu/owl/>.

Your assignments are:

- **Weekly 15-point assignments. Submit via canvas**
  - Due the next Monday (start of the module week). These are short papers 1-2 pages (not counting a resources page), and no cover page is required. The paper must be typed in 12-point font (Times New Roman), 1-inch margins. **These are fact papers!** While your opinion may be solicited, be sure to back up your points with solid resources. **WIKIPEDIA is never considered an acceptable source.**
- **Weekly 10-point discussion posts.**
  - These are to be written in complete sentences and are not to be treated like text messages. Always use the utmost courtesy and appropriate etiquette in your communications. Since this course is online, this is the primary means of communication between students and with the instructor. You will be required to post your own opinion first and then respond to at least two other classmates. Each weekly post counts as 10 points toward participation. Your post will be due the Friday of the week assigned and all responses to posts must be completed by Sunday at midnight.
- **Weekly 10-point multiple-choice quizzes.**
  - These quizzes are directly from the text and weekly modules. You will have 35 minutes to complete each quiz. The quiz must be completed in one sitting and must be done by midnight Sunday of the assigned week. 20 questions, each worth 1/2 point.
- **Final Research Paper 100 points. Submit via Canvas**
  - This is an academic research paper. It should be at least 4 pages in length (cover page and reference page do not count), The paper must be typed in 12 point font (Times New Roman), 1 inch margins, and **MUST** have a cover page and references page in APA or MLA documentation style (no abstract is needed, but list all references).

- The paper may be on any topic within the area of criminal justice. You must discuss and decide on your topic and **GET IT CLEARED BY THE INSTRUCTOR** by week 4.
  - **You may not use Wikipedia as a reference** since it is not peer reviewed (see me for all sources that you are unsure about using). You must have at least 2 peer-reviewed references.
  - The paper must be turned in via Canvas by **June 16th** **NO LATE PAPERS WILL BE ACCEPTED!!!**
  - **Plagiarism will result in a 0 grade for the course and may have potential academic discipline beyond the scope of the course.**
- **Final Examination 50 points**
    - Multiple Choice Question (some repeats from previous quizzes). 100 questions each worth 1/2 a point.

### **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.** The assigned readings should be completed **prior** to class and all test date submissions are due on the dates specified, with **no exceptions**, unless permission has been given.

### **PART ONE: CRIME IN AMERICA**

#### **Week 1: 4/7-4/13**

**Read:** Chapter 1- What is Criminal Justice?

**Due:** review Syllabus, read chapter.

**Discussion:** Due April 10

**Quiz:** Due by April 13

**Assignment:** None this week

#### **Week 2: 4/14-4/20**

**Assignment: #1 (Due next Mon)**

**Read:** Chapter 2- The Crime Picture

**Discussion:** Due April 18

**Quiz:** Due by April 20

**Assignment:** #1 (Due next Mon)

**Week 3: 4/21-4/27**

**Read:** Chapter 3-Criminal Law

**Assignment 1:** Due April 21

**Discussion:** Due April 25

**Quiz:** Due by April 27

**Assignment:** #2 (Due next Mon)

**PART TWO: POLICING**

**Week 4: 4/28 - 5/4**

**Read:** Chapter 4-Policing: Purposes and Organization

**FINAL Paper TOPIC IDEA IS DUE (5/4)**

**Assignment 2:** Due April 28

**Discussion:** Due May 2

**Quiz:** Due by May 4

**Assignment:** #3 (Due next Mon)

**Week 5: 5/5-5/11**

**Read:** Chapter 5- Issues in Policing;

Chapter 6- Policing: Issues & Challenges

**Assignment 3:** May 5

**Discussion:** Due May 9

**Quiz:** Due by May 11

**Assignment:** #4 (Due next Mon)

### **PART THREE: ADJUDICATION**

#### **Week 6: 5/12-5/18**

**Read:** Chapter 7- The Courts

**Assignment 4:** Due May 12

**Discussion:** Due May 16

**Quiz:** Due by May 18

**Assignment:** #5 (Due next Mon)

#### **Week 7: 5/19 – 5/25**

**Read:** Chapter 8-The Courtroom Work Group & the Criminal Trial

**Assignment 5:** Due May 19

**Discussion:** Due May 23

**Quiz:** Due by May 25

**Assignment:** #6 (Due next Mon)

**5/26- MEMORIAL DAY HOLIDAY- NO CLASSES**

#### **Week 8: 5/27 – 6/1**

**Read:** Chapter 9- Sentencing

**Assignment 6:** Due May 27

**Discussion:** Due May 30

**Quiz:** Due by June 1

**Assignment:** #7 (Due next Mon)

## **PART FOUR: CORRECTIONS**

### **Week 9: 6/2 - 6/8**

**Read:** Chapter 10-Probation, Parole, & Community Corrections

**Assignment 7:** Due June 2

**Discussion:** Due June 6

**Quiz:** Due by June 8

**Assignment:** #8 (Due next Mon)

### **Week 10 6/9 – 6/15**

**Read:** Chapter 11- Prisons & Jails and Chapter 12- Prison Life

**Assignment 8:** Due June 9

**Discussion:** Due June 13

**Quiz:** Due by June 15

### **Finals Week 6/16 - 6/19**

**Final Paper:** 6/16

**Final Examination: 50 Multiple Choice Questions** Due by 6/19

## **GRADING**

<b>Activities</b>	<b>Points Description</b>	<b>Total Points</b>
<b>Assignments</b>	Assignments-8 @15-pt ea	120
<b>Discussions</b>	Discussions- 10@10-pt ea	100
<b>Quizzes</b>	10 @ 10 Points each	100
<b>Final Exam</b>	1 @ 50 Points	50

<b>Final Paper</b>	1 @ 100Points	100
	<b>Total Points:</b>	<b>470</b>

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

**Would you like to join THE CRIMINAL JUSTICE CLUB?**

<http://www.bellevuecollege.edu/socsci/acjustice/CJ%20club.asp>

All BC students are welcome to join the “Criminal Justice Club” to further explore topics and issues in the criminal justice field. The club provides career information, tours of criminal justice facilities, as well as discussion, campus activities and films within the criminal justice world. More information is available by contacting ([shawn.curtis@bellevuecollege.edu](mailto:shawn.curtis@bellevuecollege.edu) or [charlene.freyberg@bellevuecollege.edu](mailto:charlene.freyberg@bellevuecollege.edu)).

### **Expectations & Information**

**Attendance:** All students are expected to attend the class daily, as well as study for an average of 1-2 hours per hour of class time. Obviously, if students do not attend the classroom regularly and study, 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 online and in the schedule section of this syllabus. Students are also expected to read the required chapters to attend the online classroom regularly, finish online requirements, take notes, ask questions, and participate in online discussions.

**Make-up Policy:** Any make-up tests are allowed *only at the discretion of the instructor* and immediate notification from the student is imperative. Additionally, *all* make-up exams (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 *all-essay* format.

**Veterans:** I thank you for your service to our country and let me know if you need help in any way (tutoring, advising, job opportunities or any other services at the college).

**Running Start Students:** If this is your first class please plan on meeting with me in person for a short chat during the first two weeks of class. I want to help make this college transition successful for you.

**Incomplete:**

If a student fails to complete all the required work for course, an instructor may assign the grade of Incomplete (“F”). The student must complete the coursework by the end of the next quarter, or receive the assigned letter grade (usually an (“F”).

**F Grade:**

Students who fail a course will receive a letter grade of “F.”

**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 by the end of the seventh week of the quarter (Registration Office, B125). If a student has not withdrawn by that date, 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 Blackboard Vista.

**Return of Papers and Tests:**

Paper and/or Scantron score sheet returns will be arranged in the following ways ONLY: by mail, if students supplies 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.



*\*If you are accused of cheating, stealing exams and/or plagiarism, there is a Bellevue College Student Discipline and Appeals Procedure (the right to due process) which you may pursue. Contact the office of Division Chair (D110), the Dean of Student Services (B231A) OR THE Associated Student Body (C212) for information regarding the appeals process.*

## 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.

<http://bellevuecollege.edu/about/goals/inclusion.asp>

## Student Code

“Cheating, stealing and plagiarizing (using the ideas or words of another as one’s own without crediting the source) 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 Vice President of Student Services for possible probation or suspension from Bellevue College. Specific student rights, responsibilities and appeal procedures are listed in the Student Code of Conduct, available in the office of the Vice President of Student Services.” The Student Code, Policy 2050, in its entirety is located at:

[http://bellevuecollege.edu/policies/2/2050\\_Student\\_Code.asp](http://bellevuecollege.edu/policies/2/2050_Student_Code.asp)

## Important Links

### 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: <https://bellevuecollege.edu/sam>.

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 [Computing Services website](#).

### 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.

The DRC office is located in B 132 or you can call our reception desk at 425.564.2498. Please visit our website for application information into our program and other helpful links at [www.bellevuecollege.edu/drc](http://www.bellevuecollege.edu/drc)

### Public Safety

The Bellevue College (BC) Public Safety Department's well trained and courteous non-commissioned staff provides personal safety, security, crime prevention, preliminary investigations, and other services to the campus community, 24 hours per day, and 7 days per week. Their phone number is 425.564.2400. The Public Safety website is your one-stop resource for campus emergency preparedness information, campus closure announcements and critical information in the event of an emergency. Public Safety is located in K100 and on the web at: <http://bellevuecollege.edu/publicsafety/>

### 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 - <http://bellevuecollege.edu/enrollment/calendar/deadlines/>. On this calendar you will find admissions and registration dates and important dates for withdrawing and receiving tuition refunds.
- College Calendar - <http://bellevuecollege.edu/enrollment/calendar/holidays/0910.asp>. This calendar gives you the year at a glance and includes college holidays, scheduled closures, quarter end and start dates, and final exam dates.