

## **INTRODUCTION TO CRIMINAL JUSTICE**

Course Code: CJ 101 – Item No. 5003  
Department: Admin of Criminal Justice  
Quarter: Winter 2018  
Dates: 01/02/18 – 03/22/18  
Classroom: Online  
Instructor: Haily Perkins, M.A.  
Email: [haily.perkins@bellevuecollege.edu](mailto:haily.perkins@bellevuecollege.edu) (Preferred method of communication)  
Phone: (425) 564-2815

### **Class Format**

This is an online course that does not require us to meet face to face on campus. You are expected to attend the online classroom for AT LEAST one hour, four times per week. To be successful in this class, you will need to be reading the textbook, viewing the materials, videos and any power points, and reviewing guidelines and grading rubrics posted within the weekly Modules and Files Section on the Canvas classroom page. The requirements, expectations, grading rubrics and other important information will be listed below. PLEASE READ SYLLABUS THOROUGHLY.

### **Course Overview**

This course will familiarize you with the criminal justice system as well as its purpose and goals; the components it takes to function cohesively; the stakeholders who play a role; and finally, future implications for the system.

### **Course Outcomes**

After completing this class, students should be able to:

- Use a working vocabulary based on the terminology used in the three components of the Criminal Justice System.
- Differentiate between the workings and responsibilities of the three major components of the American Criminal Justice System: the police, the courts and corrections.
- Describe the theories, models and concepts within the Criminal Justice System and determine their strengths and weaknesses.
- Explain how laws are made, categorized and enforced and the process of deciding how these laws are applied to case based situations.
- Identify the reasons why experts in the field think the term Criminal Justice System is a myth and a true system is non-existent.
- 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.

### **Course Materials**

**Required Text:** *Introduction to Criminal Justice* (9<sup>th</sup> Edition); Authors: Bohm and Haley; ISBN: 9780077860509.

**NOTE:** You are required to have this text (in your format preference). Older versions of this text are not to be used.

**Software:** Microsoft Word is the only word processor supported at BC. You must submit assignments/papers in Microsoft Word or PDF format. Documents in any other format will not be accepted.

## Course Requirements:

- Reading: It is imperative that you read the required text as it is assigned, if you do not utilize the textbook it will be difficult to get through this course. Make sure you are prepared with the textbook and are keeping up to date with where we are at in the book throughout the quarter.
- Power Points: Similar to the reading, power points will be important to review every week, quizzes and exams will be based on the reading and power points.
- Discussion Boards & Responses: There will be eight (8) discussion board posts (worth 20 points each), not including your Introduction post (worth 10 points) in the 'Getting Started' module. Discussions board posts need to be thorough and thoughtful, utilizing the materials that were assigned in that week's module. You will need to respond to the discussion board prompt for each week by **Friday at 11:59pm PST** every week. You will then need to read through your classmates' original discussion board posts and choose two (2) different classmates' posts to respond to. If you engage in a conversation or debate with classmates on a thread as a result of your response that only counts as one (1) response. Responses will need to be posted by **Sunday at 11:59pm PST** each week.
  - NOTE: late discussion board posts AND/OR replies will not be accepted.
- Assignment(s):
  - Reviews: For this assignment, you will need to analyze the outside source(s) provided within the assignment. Formats will differ for this assignment, materials could include articles, documentaries, podcasts, etc. You will need to give a summary of the material(s), explain how it is relevant to the area of the system you are addressing and then explain if you think the findings/conclusions of the material(s) are useful (if applicable). Each assignment/review is worth 30 points.
    - You will need to complete one (1) assignment/review for each area of the system:
      - Assignment #1 – Police (**Due 02/04/18**)
      - Assignment #2 – Courts (**Due 03/04/18**)
      - Assignment #3 – Corrections (**Due 03/18/18**)
- Quizzes: There will be four (4) quizzes throughout the quarter. They will be based on the textbook, power points, and other assigned materials and will consist of multiple choice, true/false, and short answer questions. Quizzes will open on **Friday at 5:00pm PST** and will be due by **Sunday at 11:59pm PST**.
  - NOTE: The quizzes cannot be unlocked early. In addition, if your quiz is not completed by 11:59pm it will be locked out and you will not have a chance to submit or complete partial quizzes.
- Final Comprehensive Exam: The final exam will be comprehensive and cover all material covered throughout the quarter. This will be a timed test with multiple choice, true/false, and short answer questions. It will open on **Monday, 03/19/2018 at 12:00am PST** and be due by **Tuesday, 03/20/2017 at 11:59pm PST**. Further information will be posted about the final exam in November. The final exam is worth 100 points.
  - NOTE: If your final is not submitted by 11:59pm on 03/20/2018 it will be locked out and you will not have a chance to submit or complete the final.

**Course Outline:**

<b>Weeks/ Modules</b>	<b>Topic</b>	<b>To Do / Due</b>
<b>1</b> 01/02 – 01/07	The Foundations of Criminal Justice	Complete the ‘Welcome!’ Module: <ul style="list-style-type: none"><li>• Complete Introduction Discussion board by 1/07/18.</li></ul> Read Ch.1 & 2 in Bohm & Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 01/07/18.</li></ul>
<b>2</b> 01/08 – 01/14	Explaining Crime	Read Ch. 3 in Bohm & Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 01/14/18.</li></ul>
<b>3</b> 01/15 – 01/21	The Rule of Law	Read Ch. 4 in Bohm and Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 01/21/18.</li><li>• Quiz # 1 due by 01/21/18.</li></ul>
<b>4</b> 01/22 – 01/28	History and Structure of American Law Enforcement	Read Ch. 5 in Bohm and Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates 01/28/18.</li></ul>
<b>5</b> 01/29 – 02/04	Policing: Roles, Styles, and Functions	Read Ch. 6 in Bohm and Haley <ul style="list-style-type: none"><li>• Submit Assignment #1 by 02/04/18.</li></ul>
<b>6</b> 02/05 – 02/11	Policing America: Issues and Ethics	Read Ch. 7 in Bohm and Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 02/11/18.</li><li>• Quiz # 2 due by 02/11/18.</li></ul>
<b>7</b> 02/12 – 02/18	The Administration of Justice	Read Ch. 8 in Bohm and Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 02/18/18.</li></ul>
<b>8</b> 02/19 – 02/25	Sentencing, Appeals and the Death Penalty	Read Ch. 9 in Bohm and Haley <ul style="list-style-type: none"><li>• Complete discussion board and respond to 2 classmates by 02/25/18.</li><li>• Quiz # 3 due by 02/25/18.</li></ul>

<b>9</b> 02/26 – 03/04	Institutional Corrections	Read Ch. 10 in Bohm and Haley <ul style="list-style-type: none"> <li>• Submit Assignment #2 by 03/04/18.</li> </ul>
<b>10</b> 03/05 – 03/11	Prison Life, Inmate Rights, Release, and Recidivism	Read Ch. 11 in Bohm and Haley <ul style="list-style-type: none"> <li>• Complete discussion board and respond to 2 classmates by 03/11/18.</li> <li>• Quiz # 4 due by 03/11/18.</li> </ul>
<b>11</b> 03/12 – 03/18	The Future of Criminal Justice in the US	Read Ch. 14 in Bohm and Haley <ul style="list-style-type: none"> <li>• Submit Assignment #3 by 03/18/18.</li> </ul>
<b>FINALS</b> 03/19 – 03/22	FINALS WEEK	<ul style="list-style-type: none"> <li>• Submit Final Exam by 03/20/18.</li> </ul>

\* This schedule is tentative and may be modified.

\* The assigned readings should be completed PRIOR to the assigned week.

### Grading & Rubrics

#### Points Possible:

Activities	Points Description	Total Points
Introduction Discussion Board and Responses	One-time	10
Discussions & Responses	10 points for original post (8 total) 5 points per response (16 total)	160
Quizzes	30 points per quiz (4 total)	120
Article Assignments	30 per assignment (3 total)	90
Final Exam	100 points	100
<b>TOTAL POINTS POSSIBLE:</b>		<b>480</b>

#### Grading Scale:

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

**Discussion Rubric:**

	<b>Excellent</b>	<b>Satisfactory</b>	<b>Unsatisfactory</b>
<b>20 Points Weekly</b>	(16 – 20 points)	(11 – 15 points)	(1 – 10 points)
<b>Quantity and timeliness</b>	<ul style="list-style-type: none"><li>• Creates an initial post &amp; responds to another post within the weekly time frame</li><li>• Few grammatical and spelling errors (0-1)</li></ul>	<ul style="list-style-type: none"><li>• Creates an initial post &amp; responds to another post within the weekly time frame</li><li>• Few grammatical and spelling errors (2-3)</li></ul>	<ul style="list-style-type: none"><li>• Does not Create an initial post and doesn't respond to another post within the weekly time frame</li><li>• Several grammatical and spelling errors (4 or more)</li></ul>
<b>Demonstrates knowledge and understanding of course content</b>	Post demonstrates clear evidence of knowledge and understanding of course material & content	Post demonstrates some evidence of knowledge & understanding of course material & content	Post does not demonstrate evidence of knowledge & understanding of course materials
<b>Posts generate learning within the community</b>	<ul style="list-style-type: none"><li>• Post response and comment demonstrates clear understanding of another point of view and how course content applies to it.</li><li>• Response elicits responses and reflection for others</li><li>• Response provides resources to aid in deeper critical thinking.</li><li>• Post response and comment demonstrates understanding of another point of view and how course content applies to it.</li></ul>	<ul style="list-style-type: none"><li>• Response elicits some response and reflection from others</li><li>• Response provides some resources to aid in deeper critical thinking</li><li>• Post response does not demonstrate understanding of another point of view and how course content applies to it.</li></ul>	<ul style="list-style-type: none"><li>• Response seldom elicits responses and reflection for others</li><li>• Response seldom provides resources to aid in deeper critical thinking</li></ul>

\*\* Rubric was retrieved from a pbs.org website that was copyrighted in 2010.

## **Policies**

**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://www.bellevuecollege.edu/inclusion/>

**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:** 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.

**Confidentiality and Mandatory Reporting:** As an instructor, one of my responsibilities is to help create a safe learning environment on our campus. It is my goal that you feel able to share information related to your life experiences in classroom discussions, in your written work, and in our one-on-one meetings. I will seek to keep information you share private to the greatest extent possible. However, I am required to share with the Title IX Coordinator any and all information regarding sexual assault and other forms of sexual misconduct (e.g. dating violence, domestic violence, stalking) that may have occurred on campus or that impacts someone on campus. Students may speak to someone confidentially by contacting the BC Counseling Center at (425) 564-2212. The Title IX Office can be contacted at 425-564-2441 and more information can be found at [www.bellevuecollege.edu/titleix/](http://www.bellevuecollege.edu/titleix/).

For further information and contacts, please consult College Anti-Discrimination Statements.

**Bellevue College E-mail:** 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://www.bellevuecollege.edu/netid/default.aspx>

**All e-mail communication from you should come to me from your BC account (not your g-mail, hotmail, yahoo, etc.). Please e-mail me through CANVAS for the quickest reply. I will respond to you within 24-48 hours (except on weekends).** 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: <https://bellevuecollege.teamdynamix.com/TDClient/Home/>

**Make-up Policy:** *Any* make-up assignments or quizzes are allowed *only at the discretion of the instructor* and immediate notification from the student is imperative. **Excused absences: death of immediate family member (death notification needed), medical emergency (ER discharge papers required) or other emergency with documentation.** Any excused absence (with documentation) will be allowed to take the make-up assignment and/or quiz without point penalty. Any un-excused or undocumented missing assignment and/or quiz will NOT be allowed to make-up. Since this is an online course you have plenty of time to work on the coursework around any emergencies, work obligations, family obligations, vacations, etc.

**Cheating, Stealing and Plagiarizing\*:** 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 Dean 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 Dean of Student Services.

**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."

**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 Canvas.

**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, 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 D-171 and on the web at: <http://bellevuecollege.edu/publicsafety/>

**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)