

Course Syllabus

INTRODUCTION TO CRIMINAL JUSTICE

Criminal Justice 101/ item #5000

Instructor: Charlene Freyberg

Office: D-100 C

Dates: 4/2/18-6/15/18

Classroom: D102

Office hours: T/Th: 12:30pm-2:30pm, Fridays 9:20am-10:20am and by appt.

Phone: 425-564-2698

Class: T/Th 10:30am-12:20pm & Fridays: 10:30am-11:20am

E-mail: charlene.freyberg@bellevuecollege.edu

Required Text:

Introduction to Criminal Justice (9th Edition), by: Bohm & Haley ISBN: 9780077860509

McGraw Hill Publishers OR **feel free to use the looseleaf version or the e-version of the book. **Older edition used** since they will have older statistics and not as up to date information on the changing field of criminal justice. **RESPONSIBILITY TO PURCHASE THE TEXTBOOK AS SOON AS POSSIBLE. IT WILL BE NEEDED THE FIRST WEEK OF CLASS & 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 4/2-4/8

9/19 Introduction to course and expectations (syllabus)

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

Week 2 4/9-4/15 & Week 3 4/16-4/22

Read: Chapter 2: Crime and Its Consequences

Read: Chapter 3: Explaining Crime

Week 4 4/23-4/29 & Week 5 4/30-5/6

Read: Chapter 3: Explaining Crime
Read: Chapter 4: The Rule of Law

5/4 Quiz #1- Chapters 1-4

Week 6 5/7-5/13 & Week 7 5/14-5/20

Read: Chapter 5: History and Structure of American Law Enforcement
Read: Chapter 6: Roles Styles, & Functions
Read: Chapter 7: Policing America: Issues and Ethics

5/18 Quiz #2- Chapter 5-7

Week 8 5/21-5/27 & Week 9 5/28-6/3

5/28 MONDAY No School-Memorial Day

Read: Chapter 8: The Administration of Justice
Read: Chapter 9: Sentencing, Appeals, and the Death Penalty

Week 10 6/4-6/10

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

6/8 Quiz #3-Chapters 8 & 9

Read: Chapter 10: Institutional Corrections

FINALS WEEK 6/11-6/15

Review: Chapter 10: Institutional Corrections

6/14 THURSDAY- Quiz #4 9:30am-11:20am (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 10:30am. 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 NOT permitted unless allowed by instructor--please see me in week 1.**

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.

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.

Students with Disabilities: I am committed to providing assistance to help you be successful in this course. If you require accommodation based on a documented disability, have emergency medical information to share, or need special arrangements in case of emergency evacuation; please make an appointment with DRC (DisabilityResourceCenter.) If you would like to inquire about becoming a DRC student, you may call 425-564-2498 or go in person to the DRC program office in B-132.

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.

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. 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 the [Computing Services website](#). (Links to an external site.)Links to an external site.

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/> (Links to an external site.)Links to an external site.

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/ (Links to an external site.)Links to an external site..

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 BellevueCollege. 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 a course, an instructor may assign the grade of Incomplete ("I"). 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 circumstance 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 designated by the instructor.

Withdrawal From Class

College policy states that 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 and exceptional 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 through the BC Web site.

Return of Papers and Tests

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