

Introduction to Criminal Justice Syllabus

5001B784 - CJ&101

Instructor: Kelli Callahan

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Dates: 04/02/18 - 06/15/18

Office location: D200C

Office Hours: M/W: 12:30pm - 1:30pm, T/TH: 10:30am - 12:00pm, F: 12:30pm - 1:30pm

Office hours also available online and by appointment

Class: M/W: 10:30am - 12:20pm and F: 11:30am - 12:20pm in Room D102

Course Information

This course serves to introduce students to the three main components of the criminal justice system: Police, Courts, Corrections. Important background information addressing crime, classification and definitions of offenders, and victims and offenders will also be discussed. The focus of this introductory course includes: 1) Police organization, roles, functions, and responsibilities, 2) Court organization, processes, and outcomes (i.e. sentencing), and 3) Punitive sanctions including probation, parole, jail, prison, and additional community corrections.

Course Outcomes

Upon successful completion of the course, 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.

How Outcomes Will be Met

Course outcomes will be met via a variety of academic delivery strategies to include participation in live lectures, writing assignments, online discussion forums, timed quizzes, and group critical thinking exercises.

Grading

Activities	Points Description	Total Points
Quizzes	4 quizzes @ 40 points each	160
Final Exam	1 final exam @ 90 points	90
Assignments	4 assignments @ 25 points each	100
Participation / Exercises	Varies	50
Total Points:		400 points

Grading Scale

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%	

The College Grading Policy is explained in the current Course Catalog and can also be found at this link: [Grading Policy](#) (Links to an external site.)Links to an external site.

Books and Materials Required

Required Text: *Introduction to Criminal Justice* (9th edition) by Bohm & Haley (2014). ISBN: 9780077860509 McGraw Hill Publishers. You are also welcome to use the non-hardback version of the e-version of the book. Older editions of this text are not to be used since they will have older statistics and will not contain the most current data in the dynamic field of criminal justice. Note: It is your responsibility to secure the required textbook as soon as possible as it will be needed during the initial week of class in addition to all subsequent weeks of the class.

Help with Canvas

Students can find help with Canvas by following the link here: [Student Canvas Help](#) (Links to an external site.)Links to an external site.

Classroom Learning Atmosphere

Instructor's Expectations

Live classes begin promptly at 10:30am on Mondays and Wednesdays and 11:30am on Fridays in Room D102. Please make every effort to attend each live class and to be 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 in a courteous manner. 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. **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 or back row only. If you are not taking notes, you will be banned from use of your laptop (no Facebook, social media, or checking e-mail, etc. Please have courtesy and respect for your fellow classmates and check these sites on your own time. Not paying attention in class will lead you to miss out on important items in addition to quiz and final exam questions.

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.

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.

[Affirmation of Inclusion](#) (Links to an external site.)Links to an external site.
(<https://www.bellevuecollege.edu/inclusion/>) (Links to an external site.)Links to an external site.)

Religious Holidays

Students who expect to miss classes, examinations, or any other assignments because 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.

Policy 2950 Accommodations for Reasons of Faith or Conscience (Links to an external site.)Links to an external site. (<http://www.bellevuecollege.edu/policies/id-2950p-2/>).

College Anti-Discrimination Statement

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

Equal Opportunity (Links to an external site.)Links to an external site. (<http://www.bellevuecollege.edu/equal/>) (Links to an external site.)Links to an external site.)

Spanish and Chinese versions of the anti-discrimination statement are available at [Important Links](#) (Links to an external site.)Links to an external site.

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 425-564-2641 and more information can be found at Title IX (Links to an external site.)Links to an external site. (<http://www.bellevuecollege.edu/titleix/>) (Links to an external site.)Links to an external site.). If you have any concerns, you may report to: Report Concerns (Links to an external site.)Links to an external site. (<https://www.bellevuecollege.edu/reportconcerns/>).

Division Statements

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 should be completed as soon as possible during the academic week. Please be sure to get an early start during each academic week in order to avoid any last minute emergencies.

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

Email

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.

Attendance

All students are expected to attend every live class. In addition, active participation is expected in the online classroom. If students do not attend the classes 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 online and in the schedule section of this syllabus. Students are also expected to read the required chapters to attend class regularly, finish online requirements, take notes, ask questions, and participate in discussions.

Make-Up Policy

Any make-up assignments or quizzes are allowed only at the discretion of the instructor and immediate, proactive communication and 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 the assignment and/or quiz without point penalty. Any quiz taken after the official due date will consist of an essay format unless previous arrangements are made in advance with the instructor. Any unexcused or

undocumented missing video assignment and/or quiz will NOT be allowed to make-up. The late penalty in this course is strictly enforced to ensure fairness to all students.

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. All work for this course will be screened for plagiarism. 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.

Information about Bellevue College's copyright guidelines can be found at: [College Copyright Policy](#) (Links to an external site.)Links to an external site. This link provides a good, short summary of how to avoid plagiarism: [Avoiding Plagiarism](#) (Links to an external site.)Links to an external site. This 22-minute video also provides a good overview of how to avoid trouble when using sources: From the college home page select SERVICES, then LIBRARY MEDIA CENTER, then DATABASES, then FILMS ON DEMAND. At their site, search by title for PLAGIARISM 2.0: ETHICS IN THE DIGITAL AGE.]

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 or 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.)Links to an external site.

Discussion Threads

Participation in the discussion forums maximizes your learning experiences and that of your classmates. You are required to participate in discussion threads online and in classroom activities and discussions. As part of an online and in class group you will have the opportunity to interact with others for deeper understanding of the materials offered. Most importantly, you have the opportunity to understand differing points of view and how they are arrived at by your classmates. You may not agree with those points of view, and others may not agree with yours. The focus of the discussion thread and classroom activities is to use resources from your book and the internet to best support your conclusions and more effectively understand the other

person's point of view. Please submit your main (research) discussion forum posts by Thursday night @ 11:59pm with a minimum of two follow up posts to your peers due no later than Sunday night @ 11:59pm. Please be accurate and in your responses. Remember, grammar, syntax, and spelling count.

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.

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.

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 internet:

<https://www.bellevuecollege.edu/publicsafety/> (Links to an external site.)Links to an external site.

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.”

Important Links

[See "Important Links" page online](#) (Links to an external site.)Links to an external site. for more information about BC E-mail, access to MyBC, the Disability Resource Center (DRC), Public Safety, the Academic Calendar, the Academic Success Center, and more.

Disability Resource Center (DRC)

The Disability Resource Center serves students with disabilities. A disability includes any physical or mental impairment that substantially limits one or more major life activities. Common disabilities include physical, neurological (e.g. Autism, ADD), and mental health (e.g. depression, anxiety). If you are a student who has a disability or if you think you may need accommodations in order to have equal access to programs, activities, and services, please contact the DRC.

If you require assistance in an emergency, please meet with your individual instructors to develop a safety plan for while in class and contact the DRC to develop a safety plan for while you are elsewhere on campus.

If you are a student with a documented autism spectrum disorder, there is an additional access program available to you. Contact Autism Spectrum Navigators (ASN). 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 building B132. You can contact the DRC by stopping by B132, calling our desk at 425-564-2498, emailing drc@bellevuecollege.edu, and Deaf students can reach us by Skype (account name DRCatBC). For more information about the services we offer, including our Initial Access Application, visit our website at www.bellevuecollege.edu/drc (Links to an external site.)Links to an external site.

Only Service Animals and Emotional Support Animals approved by the DRC are allowed in this classroom. All other animals will be asked to leave. If you believe you need your animal with you, please connect with the DRC and refrain from bringing your animal until a decision has been made.

Final Examination Schedule

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

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.

Course Calendar

Week 1: [04/02/18 - 04/08/18]

Read: Chapter 1 - Crime and Justice in the United States
Participate: Introduction to Class

Week 2: [04/09/18 - 04/15/18]

Read: Chapter 2 - Crime and Its Consequences
Complete Assignment #1

Week 3: [04/16/18 - 04/22/18]

Read: Chapter 3 - Explaining Crime
No classes on 04/19/18

Week 4: [04/23/18 - 04/29/18]

Read: Chapter 4 - The Rule of Law
Complete Quiz #1 covering Chapters 1-4

Week 5: [04/30/18 - 05/06/18]

Read: Chapter 5 - History and Structure of American Law Enforcement
Complete Assignment #2

Week 6: [05/07/18 - 05/13/18]

Read: Chapter 6 - Policing: Roles, Styles, and Functions
Read: Chapter 7 - Policing America: Issues and Ethics
02/08/18 - No Classes.

Week 7: [05/14/18 - 05/20/18]

Read: Chapter 8 - The Administration of Justice
Complete Quiz #2 covering Chapters 5-8

Week 8: [05/21/18 - 05/27/18]

Read: Chapter 9 - Sentencing, Appeals, and the Death Penalty
Complete Assignment #3

Week 9: [05/28/18 - 06/03/18]

Read: Chapter 10 - Institutional Corrections
Read: Chapter 11 - Prison Life, Inmate Rights, Release, and Recidivism
Complete Quiz #3 covering Chapters 9-11
No classes on 05/28/17 (Holiday)

Week 10: [06/04/18 - 06/10/18]

Read: Chapter 12 - Community Corrections
Read: Chapter 13: Juvenile Justice
Complete Quiz #4 covering Chapter 12-13
03/06/18 - No Classes.

Week 11: [06/11/18 - 06/15/18]

Complete Assignment #4

Finals Week: [06/13/18 - 06/15/18]

Final Exam - Wednesday 06/13/18 @ 9:30am-10:30am. Comprehensive final exam.
[Final Exam Schedule](#) (Links to an external site.)