

# **Introduction to Criminal Justice**

## **5000B902 - CJ&101**

Instructor: Dr. Kelli Callahan, Ph.D.

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Phone: 425.564.2703 (Office)

Dates: 09/16/19 - 12/06/19

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

Instructor office location: D200C

Instructor Office Hours: M/W: 7:30am-8:30am, TH: 11:00am-3:00pm

Instructor office hours also available online and by appointment

### **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, eExercises, online discussion forums, in-class and group critical thinking exercises, and a timed, comprehensive final exam.

## Grading

Activities	Points Description	Total Points
Discussion Forums	10 forums @ 10 points	100
Assignments	10 assignments @ 10 points each	100
eExercises	10 eExercises @ 10 points each	100
In-Class / Group Exercises	10 exercises @ 10 points each	100
Final Exam	1 final exam @ 100 points	100
Total Points:		500

## 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](#)

## Books and Materials Required

***Introduction to Criminal Justice with Connect Access Card.*** (9th edition) by Robert Bohm (2017). ISBN: 9781260310139 McGraw Hill Publishers.

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 access card 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](#)

## Classroom Learning Atmosphere

### Instructor's Expectations

Live classes begin promptly at 8:30am on Mondays and Wednesdays 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.

Discussion Forum Rubric. Rubric was retrieved from [pbs.org](https://www.pbs.org)

	<b>Excellent</b> (8-10 points)	<b>Satisfactory</b> (5-7 points)	<b>Unsatisfactory</b> (1-4 points)
<b>10 Points Weekly</b>			
<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></ul>	<ul style="list-style-type: none"><li>· Creates an initial post &amp; responds to another post within the weekly time frame</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></ul>
	<ul style="list-style-type: none"><li>· Few grammatical and spelling errors (0-1)</li></ul>	<ul style="list-style-type: none"><li>· Few grammatical and spelling errors (2-3)</li></ul>	<ul style="list-style-type: none"><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</li></ul>		

another point of view and how course content applies to it.	· Response elicits some response and reflection from others	· Response seldom elicits responses and reflection for others
· Response elicits responses and reflection for others	· Response provides some resources to aid in deeper critical thinking	· Response seldom provides resources to aid in deeper critical thinking
· Response provides resources to aid in deeper critical thinking.	· Post response does not demonstrate understanding of another point of view and how course content applies to it.	
· Post response and comment demonstrates understanding of another point of view and how course content applies to it.		

**Total Points=10**

## **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 (<https://www.bellevuecollege.edu/inclusion/>)

## **Reasons of Faith and Conscience**

Reasonable Accommodations for Reasons of Faith and Conscience: Students who will be absent from course activities due to reasons of faith or conscience may seek reasonable accommodations so that grades are not impacted. Such requests must be made within the first two weeks of the course to the office of the Associate Vice President of Student Affairs (see Bellevue College Policy 2950 (<https://www.bellevuecollege.edu/policies/id2950/>)). In the event you feel you are being discriminated against based on faith or conscience, you may refer to the procedures outlined in the college's Discrimination, Harassment and Retaliation Policy 1440P (<https://www.bellevuecollege.edu/policies/id-1440p/>).

## **Annual Notice Non-Discrimination**

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.

Reports of gender and sex-based discrimination, sexual misconduct, or retaliation by a student should be raised with the Title IX office (see 1440P2 for contact information). In cases where the impacted party is a student and the responding party is a college employee, the Title IX coordinator will direct the matter to the Office of Human Resources (HR). All other reports, including all reports where the impacted party is an employee, should be raised with the HR. If a report is against personnel in the Title IX office or HR, it should be submitted to the president's office for referral to an alternate designee. Equal Opportunity (<http://www.bellevuecollege.edu/equal/>)

## **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](http://www.bellevuecollege.edu/titleix/) (<http://www.bellevuecollege.edu/titleix/>). If you have any concerns, you may report to: [Report Concerns](https://www.bellevuecollege.edu/reportconcerns/) (<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/>

### **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 [Campus Services](#).

### **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**

**The late penalty in this course is strictly enforced to ensure fairness to all students.** Late work will be accepted in this course at the rate of -10% per day late. In class and group exercises may not be made up given their synchronous form however. The discussion forums will also automatically close at midnight on the last day of the academic week (Sundays) and cannot be made up once they are closed. Note, immediate, proactive communication and notification from the student is imperative in this course.

## **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](#) This link provides a good, short summary of how to avoid plagiarism: [Avoiding Plagiarism](#) 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](#)

## **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 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.

## **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/>

## **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 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](mailto: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](http://www.bellevuecollege.edu/drc)

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](#)

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:** [09/16/19 - 09/22/19]

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

Participate: Week 1 Forum - Introduction to Class

Complete: In-Class Exercises

### **Week 2:** [09/23/19 - 09/29/19]

Read: Chapter 2 - Crime and Its Consequences

Participate: Week 2 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 3:** [09/30/19 - 10/06/19]

Read: Chapter 3 - Explaining Crime

Participate: Week 3 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 4:** [10/07/19 - 10/13/19]

Read: Chapter 4 - The Rule of Law

Participate: Week 4 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 5:** [10/14/19 - 10/20/19]

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

Participate: Week 5 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 6:** [10/21/19 - 10/27/19]

Read: Chapter 6 - Policing: Roles, Styles, and Functions

Read: Chapter 7 - Policing America: Issues and Ethics

Participate: Week 6 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 7:** [10/28/19 - 11/03/19]

Read: Chapter 8 - The Administration of Justice

Participate: Week 7 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 8:** [11/04/19 - 11/10/19]

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

Participate: Week 8 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 9:** [11/11/19 - 11/17/19]

Read: Chapter 10 - Institutional Corrections

Read: Chapter 11 - Prison Life, Inmate Rights, Release, and Recidivism

Participate: Week 9 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

No class on 05/27/19 (Holiday)

**Week 10:** [11/18/19 - 11/24/19]

Read: Chapter 12 - Community Corrections

Read: Chapter 13: Juvenile Justice

Participate: Week 10 Forum

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Week 11:** [11/25/19 - 12/01/19]

Read: Chapter 14: The Future of Criminal Justice in the United States

Complete: In-Class Exercises

Complete: Assignment

Complete: eExercise

**Finals Week:** [12/02/19 - 12/06/19]

Student Success Day on 12/03/19

Final Exam - Friday 12/06/19 @ 9:30am-11:20pm. Comprehensive final exam. Room D102 (same classroom).

[Final Exam Schedule](#)

**Additional Information**

A note about accessing Canvas from the People's Republic of China: some users have reported that they do not have full access to all Canvas functionality from within the People's Republic of China. This appears to be due to Canvas' parent company, Instructure, not fully committing to Chinese government requirements regarding internet operations within the country. The Chinese government does not inform foreign entities of their policy updates; therefore, Bellevue College cannot anticipate access to Canvas.

If you will be in China during the quarter, you should prepare for intermittent and uncertain access to Canvas. Source: Access to Canvas in China

<https://support.canvas.fsu.edu/kb/article/1157-access-to-canvas-in-china/>