CRIMINAL JUSTICE STUDIES

CJ 111 WS: Introduction to Criminal Justice

Course Syllabus

# About the Instructor

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Office Hours: by appointment

## Welcome

Welcome to Introduction to Criminal Justice! This is one of my favorite classes to teach as I believe introducing you to the system lays the groundwork for future classes and give students the opportunity to learn about all the potential career paths in criminal justice. What I like about the textbook is it provides detailed information about each component of the criminal justice system and it discusses current practices in law enforcement, the courts, and corrections.

## **Bio**

I received my Master of Science in Criminal Justice from the University of Cincinnati in 2006. My experience includes working as an adult and juvenile probation officer in Sangamon County, Springfield, from 2007 until 2017. My particular interests in the field of criminal justice include evidence-based practices in community corrections and high-risk juvenile delinquents. Courses I have taught include Introduction to Criminal Justice, Introduction to Law Enforcement, Introduction to Corrections, Criminal Law, Juvenile Justice, and Community Corrections.

## **Communicating with the instructor**

The best way to communicate with me is by email as I do not have regular office hours for an online class. I will attempt to respond to all emails/questions within 24 hours. On Blackboard there is also a Question/Answer Discussion Forum that anyone may post and reply in.

# About the Course

## **Course description**

Introduction to the system of Criminal Justice including police, courts, and corrections.

## **Prerequisite knowledge and credit hours**

3 credit hours

## **Course goals and objectives**

1. Interact with fellow students and be exposed to diverse opinions and ideas.
2. Analyze the different sources of crime statistics.
3. Explain the hiring process, tasks, constitutional limitations, and current issues in law enforcement.
4. Examine the court process including the selection of, roles, and practices of attorneys and judges.
5. Describe the types of correctional options, tasks, and current issues in jail, prisons, probation, and parole.

## **Course textbook**

Peak, K. and Madensen-Herold, T. “Introduction to Criminal Justice: Practice and Process.” 4th Ed. Sage Publications, Inc. 2021.

Undergraduate students can rent textbook from SIUE. Please visit the [Textbook Service website](http://www.siue.edu/muc/textbooks.shtml) for more information. For off-campus classes, the textbook may be shipped to you. Look for the option “Off-Campus Classes have special instructions, click here for these.” Note: shipping time may take up to two weeks.

## **Other course materials**

Additional readings and other course materials will be provided in Blackboard.

# Course requirements

## **Course activities/assessments**

Quizzes: Each chapter will have a quiz that must be taken. Chapter quizzes will be worth 200 points of your final grade. All chapter quizzes for the week must be completed by **Sunday at 11:59 p.m. CST.** Quizzes will be a combination of multiple choice, true/false, and short answer. Quiz questions may come from the book, power points, additional blackboard readings, and/or videos used on the discussion board. There is NO final exam.

Discussion Board: Each student is expected to post a new thread on the discussion board for each discussion listed that week. Each student is also expected to respond twice to someone else’s thread for each discussion. All initial threads need to be posted by **Thursday at 11:59 p.m. CST** and all responses posted by **Sunday at 11:59 p.m. CST** of each week. The thread and responses must contribute to the discussion board and prompt thought by other students. I will be reviewing and grading all posts. Discussion posts are worth 70 points of your final grade. Please review the discussion board grading rubric under My Grades on Blackboard to make sure you earn full credit.

## **Submitting work**

All work will be submitted in Blackboard.

## Recommended Sequence

1. Read the assigned Chapter.
2. Read the PowerPoint, any additional readings and article links, and watch any videos.
3. Post thread on Discussion Board for assigned chapter. (Due Thursday by 11:59pm)
4. Take the Chapter Quiz. (Due Sunday by 11:59pm)
5. Respond on Discussion Board at least twice per chapter. (Due Sunday by 11:59pm)

It is required that you read the chapter, PowerPoint slides, additional articles, and watch any videos. There could be quiz questions from any of the information presented including the discussion board videos. The PowerPoint gives a good overview and highlights important information, but it does not cover everything. Further, I may add info to the PowerPoint from my own education and experience that is not covered in the book.

Course Schedule:

**WEEK ONE: December 20-December 26**

Chapter 1

Chapter 2

Chapter 5

Chapter 6

**WEEK TWO: December 27-January 2**

Chapter 7

Chapter 8

Chapter 9

Chapter 10

**WEEK THREE: January 3-January 9**

Chapter 11

Chapter 12

Chapter 13

Chapter 14

Extra Credit: A research paper worth up to 25 points is due no later than 1-9-2022.  It must be 6-10 pages, double spaced, 12 point font, 1" margins.  It must be an academic, research based paper with at least three sources.  Your textbook can be one source.  Academic journals such as Criminology or Crime and Justice are great.  Government websites are good.  If it's not a credible website, don't use it.  Wikipedia is not okay.  Check out the online resources at SIUE Library.  The sources must be cited within the paper.  Meaning, don't plagiarize.  If you get information from a source, either put it in quotations or following the sentence/paragraph of info, put in parentheses where you got the info.  For example..."Police can collect DNA from people arrested but not yet convicted," (Peak p. 189) or for example.... Police can take DNA as part of the booking process in jail even before someone has been convicted of a crime (Peak p. 189).  Up to you on format, either MLA or APA is fine.  You must also have a works cited page at the end, also known as a bibliography or references.  A good research paper is 80-90% cited!! Some possible topics for your paper are 1. The Death Penalty 2. Fourth Amendment and Law Enforcement 3. Principles of Effective Intervention in Probation. 4. Violence in Prisons. I'm open to other topics, but you must discuss it with me first, it must be relevant to this class. Any submissions can be submitted through Blackboard or emailed to me at rcouser@siue.edu

## **Online discussions**

* Post your original contribution to the discussion board for each chapter by **Thursday at 11:59 pm CST.** See the rubric for grading. I encourage you to cite the book, power point, videos, or other sources in your threads. You may post after the Thursday deadline, but two points will be deducted. Any posts after the Sunday deadline earn zero points. Each original thread is worth 3 points with a max of three points earned per chapter.
* Reply to at least twoother students for each chapter by **Sunday at 11:59 p.m. CST.** I encourage you to cite the book or other sources in your responses. You may post after the deadline, but you will not receive credit for it. Each reply thread is worth 1 point with a max of two points earned per chapter.
* Check in on the Discussion Board frequently, at least three or four timesa week.
* If someone has replied to any of your posts, you should answer them, just as you would in a face-to-face conversation. Be sure to pay attention to what is happening on the Discussion Board.
* At the same time, you should not feel obligated to re-read everyone’s posts multiple times a week just to be sure you’re not missing something. Once you’ve read your peers’ responses, make note of which threads you are actively participating in – focus on monitoring *those* conversations.
* When the deadline for posting has passed for one week, we will move on to the next topic.
* In general, you should spend about two hours a week participating in class discussions – that includes, writing your original contribution, reading others’ posts, and responding.
* Remember, the point of using the Discussion Board is to have a real conversation! You should be going back and forth with each other, asking questions for clarity, agreeing/disagreeing (using course resources to support your points), and all of the things we do in a discussion on campus.

## **Online class behavior**

* + **Reflect** before you post an emotional response and reread what you have written to be sure it is professional. Communicate as if your comments are printed in a newspaper.
	+ **Communicate** effectively**.**
	+ Do not use all caps or multiple punctuation marks (!!!, ???, etc.).
	+ Be sure to define or explain acronyms, jargon or uncommon terms so everyone can understand and participate in the discussion.
	+ **Sign your name.** Take responsibility for your comments in order to build a strong classroom community.
	+ **Foster community.** Share your ideas and contribute to ongoing discussions. Make comments that add to, not detract from, a positive learning environment for the course.
	+ **Be constructive.** Challenge ideas and the course content, but do so in positive ways. It’s fine to disagree, but when done politely you stimulate and encourage helpful discussion, and you maintain positive relationships with fellow students.
	+ **Keep the conversation** **on topic**. Online dialogue is like conversation. If there is a particular dialogue going on, please add to it, but if you have something new to say, start a new thread.
	+ **In your replies to other students**, you will need to do more than say “great comment” or “I agree”. Ask questions, provide a different viewpoint, prompt discussion.

# Course and University policies

## Academic integrity/plagiarism

Plagiarism is the use of another person’s words or ideas without crediting that person. Plagiarism and cheating will not be tolerated and may lead to failure on an assignment, in the class, or dismissal from the University, per the [SIUE academic dishonesty policy](http://www.siue.edu/policies/1i6.shtml). Students are responsible for complying with University policies about academic honesty as stated in the [University’s Student Academic Conduct Code](http://www.siue.edu/policies/3c2.shtml).

### Grading

Quizzes are worth 200 points and discussion posts are worth 70 points of your total grade. There is a standard grading scale of:

243-270 points (90-100%) = A

216-242 points (80-89%) =B

189-215 points (70-79%) =C

162-188 points (60-69%) =D

<162 points (<59%) =F

## Grading rubric[s]

Discussion board rubric can be found on Blackboard.

## Feedback and grading timeline

Discussion board grades will be posted within 48 hours of the discussion due date. Chapter quizzes will be posted within 48 hours of the quiz due date. You can find your grade by clicking the My Grades link on the left menu of the Blackboard course.

## Late or Missed Assignments

Late individual papers will not be accepted. Late chapter quizzes and case study assignments will not be accepted unless the student emails me ahead of time with a legitimate reason such as illness, family death, technology issues, etc. Please see the grading rubric for late discussion posts. Initial threads that are past the Thursday due date will have two points deducted. Initial posts and replies past the Sunday due date will not receive credit.

Participation

It is vitally important that our classroom environment promote the respectful exchange of ideas, including being sensitive to the views and beliefs expressed during online discussions. Your success in this course will depend on your communication, consistent engagement and active participation in all course activities. Success in this course requires that adhere to the deadlines given below as you complete assignments, discussions, and other course activities. Timely participation in online discussions is very important and is not optional. You are expected to post and reply to discussions in a timely manner consistent with the requirements contained within the course syllabus and discussion rubric.

## Technology requirements

Technical requirements for students can be found in this [ITS Knowledge Base article](https://kb.siue.edu/104656).

## Technology capabilities

Students in an online course should be able to:

* Use a word processor, such as MS Word, to compose assignments and communicate with others in class
* Attach files to emails or course areas
* Navigate websites and course materials
* Reach out to tech support staff when issues arise and troubleshoot to resolve problems

Additional guidance for taking online courses can be found on the [Online at SIUE site](https://www.siue.edu/online/planning-preparation/index.shtml).

COVID-19 Pandemic Policies Related to Classroom Instruction

### Health and Safety

Consistent with the Illinois Board of Higher Education guidance contained in “Safely Launching Academic Year 2020” released on June 23, 2020 and guidelines established by Governor J. B. Pritzker and *Restore Illinois*, Southern Illinois University Edwardsville has implemented a new policy to help ensure the safety of all students, faculty and employees during the pandemic. The measures outlined below are required and any student who does not comply may be in violation of the *COVID-19 People-Focused Health and Safety Policy*, as well as the University’s *Student Code of Conduct*.

The full text of the *COVID-19 People-Focused Health and Safety Policy* can be found here: <https://www.siue.edu/policies/Covid.shtml>.

#### Classrooms, Labs, Studios, and Other Academic Spaces

While in the classroom, lab, studio, or other academic spaces, students shall practice social distancing measures by maintaining a distance of at least six feet from others in the classroom and wearing a face covering. Extra care should be taken upon entering and leaving the classroom spaces. Classroom furniture should not be rearranged, and furniture that has been taped off or covered should not be used.

Students who forget to wear a face mask or face shield will be reminded of their obligation to comply with SIUE’s *COVID-19 People-Focused Health and Safety Policy* and temporarily asked to leave the class until they are able to conform to the policy. Students who forget or lose their face coverings may be able to obtain replacements from a friend, a faculty member, or a nearby departmental office. Face coverings are also available for purchase in the Cougar Store (MUC).

Students who refuse to wear a face covering will be asked to leave the classroom and referred to the Dean of Students for non-compliance with community health and safety protocols. Repeated non-compliance may result in disciplinary actions, including the student being administratively dropped from an on-ground/face-to-face course or courses without refund if no alternative course format is available.

If a student has a documented health condition which makes wearing a face covering medically intolerable, that student should contact ACCESS to explore options with the understanding that ACCESS will not grant accommodations which excuse the need for a face covering while on campus or in the classroom. ACCESS will work with qualifying individuals to find reasonable alternatives, whenever such solutions are available. Please call or contact the ACCESS Office via email to schedule an online appointment to discuss potential alternatives. ACCESS office (Student Success Center, Room 1203, 618-650-3726, and myaccess@siue.edu).

#### General Health Measures

At all times, students should engage in recommended health and safety measures, which include:

* Conducting a daily health assessment. If you have COVID-19 symptoms, but not yet tested positive, have had COVID-19 close contact exposure, or are COVID-19 diagnosed as presumptive or confirmed positive, stay home and contact your health provider or SIUE Health Service at cougarcare@siue.edu or 618-650-2842. More information is available on the [SIUE COVID-19 website](https://www.siue.edu/about/announcements/coronavirus/reporting-confirmed-cases/index.shtml).
* Frequent washing or disinfecting of hands.
* Social distancing by maintaining a distance of at least six feet from others.
* Face masks or face coverings that cover the nose and mouth are required in indoor public spaces regardless of the ability to maintain social distance. Indoor public spaces include common spaces or community settings that anyone can access, such as reception areas with walk-in access, restrooms, hallways, classrooms, teaching and research laboratories, as well as common spaces in residence halls, conference rooms, lobbies, and break rooms.
* Adhere to directional signs and traffic flow patterns in buildings and offices. Doors for entering and exiting buildings will be designated. Where multiple doors exist, in and out doors will be marked with “Entrance” and “Exit” signs.

Plans that consider traffic flow in and out of buildings, and within buildings (i.e. stairs, hallways, etc. where possible) will be marked.

### Academic Integrity

Students are reminded that the expectations and academic standards outlined in the Student Academic Code (3C2) apply to all courses, field experiences and educational experiences at the University, regardless of modality or location. The full text of the policy can be found here: <https://www.siue.edu/policies/3c2.shtml>.

### Recordings of Class Content

Faculty recordings of lectures and/or other course materials are meant to facilitate student learning and to help facilitate a student catching up who has missed class due to illness. As such, students are reminded that the recording, as well as replicating or sharing of any course content and/or course materials without the express permission of the instructor of record, is not permitted, and may be considered a violation of the University’s Student Conduct Code (3C1), linked here: <https://www.siue.edu/policies/3c1.shtml>.

### Potential for Changes in Course Schedule or Modality

As the COVID-19 pandemic continues, there remains a possibility that planned classroom activities will need to be adjusted. Depending on circumstances and following state-issued recommendations, potential changes include changes in course modality (e.g., transition from face-to-face to online) or in course scheduled meetings. These changes would be implemented to ensure the successful completion of the course. In these cases, students will be provided with an addendum to the class syllabus that will supersede the original version.

These policies are also located in the ITS Knowledge Base at: <https://kb.siue.edu/104655>

## Services for Students Needing Accommodations

It is the policy and practice of Southern Illinois University Edwardsville to create inclusive learning environments. If there are aspects of the instruction or design of this course that result in barriers to your inclusion or to accurate assessment of achievement—such as time-limited exams, inaccessible web content or the use of non-captioned videos—please contact Accessible Campus Community and Equitable Student Support (ACCESS) as soon as possible. In order to properly determine reasonable accommodations, students must register with ACCESS either online at [siue.edu/access](http://siue.edu/access) or in person in the Student Success Center, Room 1203. You can also reach the office by emailing us at myaccess@siue.edu or by calling 618-650-3726.

## Diversity and Inclusion

SIUE is committed to respecting everyone’s dignity at all times. In order to learn, exchange ideas, and support one another, our virtual and physical classrooms must be places where students and teachers feel safe and supported. Systems of oppression permeate our institutions and our classrooms. All students and faculty have the responsibility to co-create a classroom that affirms inclusion, equity, and social justice, where racism, sexism, classism, ableism, heterosexism, xenophobia, and other social pathologies are not tolerated. Violations of this policy will be enforced in line with the SIUE Student Conduct Code.

The Center for Student Diversity & Inclusion https://www.siue.edu/csdi is an excellent resource for students for support and community. Any person who believes they have experienced or witnessed discrimination or harassment can contact Ms. Jamie Ball, Director in the Office of Equal Opportunity, Access and Title IX Coordination at (618) 650-2333 or jball@siue.edu. There is also an online form for reporting bias incidents at <https://cm.maxient.com/reportingform.php?SIUEdwardsville&layout_id=10>.

# Additional Support

## Academic and Other Student Services

As an enrolled SIUE student, you have a variety of support available to you, including:

* [Lovejoy Library Resources](http://www.siue.edu/lovejoylibrary/)
* [Academic Success Sessions](http://www.siue.edu/retention/sass/index.shtml)
* [Tutoring Resource Center](https://www.siue.edu/lss/tutoring-resource-center/)
* [The Writing Center](http://www.siue.edu/lss/writing/index.shtml)
* [Academic Advising](http://www.siue.edu/advising/)
* [Financial Aid](https://www.siue.edu/financialaid/)
* [Campus Events](http://www.siue.edu/events/)
* [Counseling Services](https://www.siue.edu/counseling/)

If you find that you need additional support, please reach out to me and let me know.

## Cougar Care

Dealing with the fast-paced life of a college student can be challenging, and I always support a student's decisions to prioritize mental health. Students have access to counseling services on campus (Student Success Center, 0222). Make an appointment by visiting [cougarcare.siue.edu](http://cougarcare.siue.edu/) or by calling 618-650-2842.

## Technical Support

Since this is an online course, you are expected to have reliable Internet access on a regular basis. It is your responsibility to address any computer problems that might occur. Such problems are not an excuse for delays in meeting expectations or for missing course deadlines.

Contact ITS at 618-650-5500 or at help@siue.edu with any technical concerns. You can also check the functionality of University systems, including Blackboard, at the [ITS System Status page](https://status.siue.edu/), or search the [ITS Knowledge Base](http://kb.siue.edu) for various how-to and troubleshooting guides.

Tips for taking online assessments:

* Set up a wired (Ethernet) Internet connection on your computer
* Do not use a mobile device, such as a phone or tablet
* Read the instructions and directions carefully
* Be prepared to complete the assessment in the allotted time