

Marshall University Syllabus

School of Forensic & Criminal Justice Sciences

Department of Criminal Justice & Criminology

# Course

CJ 200 - 101 Introduction to Criminal Justice

## Course Description

This survey course examines the various components of the criminal justice system, including law enforcement, courts, and corrections. Students will be introduced to various criminal justice agencies and career possibilities

### Credits

3 hours, Undergraduate; None

### Prerequisites

None

## Term & Class Meeting Days/Times

Fall 2018; Monday, Wednesday, Friday 10:00 am – 10:50 am

## Location

Smith Hall, 416

## Academic Calendar

For beginning, ending, and add/drop dates, see the [Marshall University Academic Calendar](http://www.marshall.edu/academic-calendar/) (URL: http://www.marshall.edu/academic-calendar/ ).

# Instructor

Leslie-Dawn Quick, PhD.

## Contact Information

* Office: Smith Hall, 731
* Office Hours: MWF: 11 am – 1 pm, TR: 1 pm – 2 pm, By appointment
* Office Phone: 304-696-3196
* Marshall Email: quickl@marshall.edu

# Required and/or Recommended Texts and Materials

## Required Texts and Materials

**1. CJ4 by Larry Gaines & Roger Miller (2017) 4th Edition. ISBN# 978-1-30566119-6 (Text + Access Code Bundle- $75.00)**

**Note:** This is a one-time use book and access code. In other words, you cannot return or sell back this text as it contains an online access code that can be used only once. However, its price is only about half of what a normal textbook in this course would cost. When purchasing this material, make sure you are getting a “new” copy. You should only purchase this material from the MU Bookstore or from the publisher at: http://www.cengagebrain.com/shop/search/9781305661196. DO NOT purchase it from anyone else online, because there is no guarantee that the access code has not already been activated. Be aware that some bookstores may list it as available “Used” or for “Rental,” but it CANNOT without the code already having been used.

**2. West Virginia’s Criminal Justice System by Kimberly DeTardo-Bora, Dhruba Bora, & Samuel Dameron (2015). ISBN# 978-1-61163-471-6 (Text- $35.00)**

**Note:** This is a supplemental textbook for the course written by Dr. Dhruba Bora, our department chair, Dr. Kim DeTardo-Bora, and Dr. Sam Dameron. While most chapters correspond to the main chapters in CJ4, the purpose of this textbook is to incorporate your understanding of how the Criminal Justice System works in general to a more specific example at the state level; in this case West Virginia. While several of the chapters will not be covered in this course, I encourage you to read them all for personal enrichment. The course schedule below more specifically outlines the chapters you will be required to read from this book. Questions from these chapters will be included within the course and on the exams.

Both of the course materials listed above are required and can be purchased at The Marshall University Bookstore. It is expected that you will have the material by the first week of class, so I will not accept the excuse that you were waiting for them to arrive in the mail or your refund check from financial aid.

**Special Notes about CJ4:** The CJ4 bundle includes a traditional textbook and an online access code card which provides access to an e-version of the textbook and numerous online activities that go along with my lecture material. Therefore, the entire bundle is required as the “real” learning material for this course is not the book, but rather the online and interactive activities found in “CJ Online” (see below for description). If you happen to be repeating this course from a previous semester, note that this material may be different than what was used previously, depending on when you took the class. In that case, you will need to purchase this new material to successfully complete the course.

Once you have obtained the material, read the “How to Access CJ Online” instructions carefully for step by step directions on gaining access to the material in CJ Online. I also have provided a direct link to the external website from where you can log in to CJ Online, without having to always look up the web address. For more information on how the CJ Online material will be used in this course, see the section below under the heading “CJ Online Website.”

## Recommended/Optional Texts and Materials

Additional materials will be provided via Blackboard as needed. It is your responsibility to follow the course schedule and check Blackboard for additional readings. It is expected that readings listed on a class date will be read prior to that class date. **You must read the assigned materials for this course and be able to participate in course discussions during class.**

# Course Student Learning Outcomes

Course Objective- Our main goal is to understand how the criminal justice system is actually many subsystems working toward a common goal. Each of these subsystems (law enforcement, courts, and corrections) must work in cooperation with each other in order to make sure justice is obtained and society is safe. At the completion of this course, students will be able to:

• Understand the major issues that confront the study of crime and criminal justice. These issues include concepts such as justice, process, procedures, and roles. In addition, students will be able to differentiate various criminological theories and their importance to the study of crime.

• Critically evaluate the sub-system of law enforcement through a review of its history, organization, role, function, and police procedure and its relationship to the rule of law.

• Assess the criminal court system and its key players (i.e., the prosecution, defense, and judiciary) as well as understand the dual court system and trace the steps of the accused through the trial process to the point of implementing punishment.

• Comprehend the value of the final, yet least understood, component of the criminal justice process known as corrections.

The table below shows the following relationships: How each student learning outcome will be practiced and assessed in the course.

| Course student learning outcomes | How students will practice each outcome in this course | How student achievement of each outcome will be assessed in this course |
| --- | --- | --- |
| Understand the major issues that confront the study of crime and criminal justice. These issues include concepts such as justice, process, procedures, and roles. In addition, students will be able to differentiate various criminological theories and their importance to the study of crime. | In-class lectures and discussions | Written assignments, response papers, and exams. |
| Critically evaluate the sub-system of law enforcement through a review of its history, organization, role, function, and police procedure and its relationship to the rule of law. | In-class lectures and discussions | Written assignments, response papers, and exams. |
| Assess the criminal court system and its key players (i.e., the prosecution, defense, and judiciary) as well as understand the dual court system and trace the steps of the accused through the trial process to the point of implementing punishment. | In-class lectures and discussions | Written assignments, response papers, and exams. |
| Comprehend the value of the final, yet least understood component of the criminal justice process known as corrections. | In-class lectures and discussions | Written assignments, response papers, and exams. |

# Course Requirements/Due Dates

**Exams:** There will be three exams in this course, one in week 4, one in week 8, and one in week 13. Exams will consist of some combination of multiple choice, multiple answer, short answer, and/or essay.

**All Writing Assignments:** Writing is an essential skill. For all writing assignments you must use APA format and you must include in-text citations and a reference list. You must cite appropriately; citations must be used for any material or ideas that are not originally yours. Proper grammar, structure and formatting are expected.

**Papers:** There will be two papers in this class. Each paper will be double spaced and 12 pt. Times New Roman font and follow guidelines as assigned. Each paper will be turned in to Blackboard on or prior to the due date. If you have problems writing papers, please speak to me immediately. Do **not** wait to contact me!

You will have the option of turning in a draft prior to the due date of each paper. If you turn in a draft, I will review and grade the draft for you to improve upon it **prior to the due date** of the paper. It is highly advised that you use this option.

**Additional Assignments or Quizzes:** There will be at least **three** additional assignments or quizzes throughout the course. The specifics of each assignment will be given during the week they are assigned.

The final grade in this course will be calculated using the following calculations:

Exam 1 10%

Exam 2 10%

Exam 3 10%

Response Papers 20%

Response Papers 20%

Assignments 30%

Total 100%

**Your grades will be available on Blackboard for you to review**

# Grading Policy

Grades are assigned in accordance with Marshall University’s current University Catalogue. Grades indicate Excellent (A), Well above average (B), Average (C), Below average but passing (D), or Failing (F). Grading is based upon your performance on items listed in the “Course Requirements” section of this syllabus. Below is the course grade distribution:

**A= 90-100%; B = 80-89%; C = 70-79%; D = 60-69%; F = 0-59%**

A record of your grades will be kept within Blackboard. Please use this record to track your progress within the course. I am always available by appointment, or during my office hours for you to meet with me to discuss your grades.

**There will not be any extra credit in this course. It is your responsibility to meet the expectations set forth within this syllabus.**

**Late Assignments and Test Attendance**

Late assignments will be accepted with the understanding that 10 points will be deducted for every day late.

**Exam and Make-ups**

Arriving after the first person completes their exam will result in a zero on that exam. If you e-mail me or speak to me prior to the exam I will allow you to make-up the exam provided that you are able to give documentation for your absence (doctor’s note, emergency, accident).

# Attendance/Participation Policy

While attendance will not officially be taken after the second week of the course, students are expected to attend classes regularly. If class attendance becomes an issue, additional in-class work may be assigned. Students are expected to participate in the class discussions.

# University Policies

By enrolling in this course, you agree to the University Policies. Please read the full text of each policy (listed below) by going to [MU Academic Affairs: University Policies](http://www.marshall.edu/academic-affairs/policies/). (URL: http://www.marshall.edu/academic-affairs/policies/ )

* Academic Dishonesty Policy
* Academic Dismissal Policy
* Academic Forgiveness Policy
* Academic Probation and Suspension Policy
* Affirmative Action Policy
* Dead Week Policy
* D/F Repeat Rule
* Excused Absence Policy for Undergraduates
* Inclement Weather Policy
* Sexual Harassment Policy
* Students with Disabilities (Policies and Procedures)
* University Computing Services Acceptable Use Policy

## Plagiarism and Academic Dishonesty

## Please be aware that academic dishonesty or plagiarism of any type will not be tolerated. Written assignments for this course will be submitted to Blackboard in a Safe Assign folder. Engaging in academic dishonesty of any type will result in an F in the course and a report to Academic Affairs. If you do not understand what constitutes plagiarism or paraphrasing, please view Marshall’s resources on topic. (URL: <http://www.marshall.edu/library/plagiarism/plagiarism.asp> ) You may also meet with me with any questions or concerns.

## Students with Disabilities

For University policies and the procedures for obtaining services, please go to [MU Academic Affairs: University Policies](http://www.marshall.edu/academic-affairs/policies/) and read the section, **Students with Disabilities**. (URL: http://www.marshall.edu/academic-affairs/policies/ )

## Marshall University E-Mail Accounts

You must have and use your MU email account. Your personal email accounts will not be used for official communication with Marshall University programs and personnel. You may redirect your MU email to your own personal email account, but you must sign in to your MU account to do that**.** Marshall University uses Office 365 email. For more information, visit [Marshall IT: Office 365](file:///C:\Users\kaplanp\Documents\00%20Syllabus%20Templates\Marshall%20IT:%20Office%20365) (URL https://www.marshall.edu/it/office365/).

# Course Schedule

While attempts have been made to make the course schedule as accurate as possible, unforeseeable circumstances may require changes to the schedule.

| Week | Activity/Assignment | Date |
| --- | --- | --- |
| 1 | **Syllabus and Course Overview**  Chapter 1 CJ4; Ch 1 WVCJS, **Pretest**  Continued Discussion; **Response Paper Overview** | 8/20  8/22  8/24 |
| 2 | Chapter 2 CJ4; Ch 2 WVCJS – Theories & Trends  Crime Trends and Theories  UCR, NIBRS, NCVS & Data Collection | 8/27  8/29  8/31 |
| 3 | Labor Day – No class  Chapter 3 CJ4 Criminal Law; Ch 3 WVCJS  Chapter 4 CJ4 Law Enforcement; Chapter 4 WVCJS | 9/3  9/5  9/7 |
| 4 | Law Enforcement Today  **Exam 1 Review, Chapter 4 Wrap up**  **Exam 1, Chapters 1 – 4 CJ4 & WVCJS** | 9/10  9/12  9/14 |
| 5 | Chapter 5 CJ4 Policing Problems; Ch 10 WVCJS  Problems & Solutions Modern Policing  Chapter 6 CJ4, Rules of Law Enforcement | 9/17  9/19  9/21 |
| 6 | Chapter 6 CJ4; **Response paper 1 draft**  Chapter 7 CJ4, Courts; Ch 5 WVCJS  The Courts | 9/24  9/26  9/28 |
| 7 | Chapter 8 CJ4; Pretrial procedures & criminal trial  Pretrial procedures & criminal trial  Chapter 9 CJ4; **Response Paper 1 Due** | 10/1  10/3  10/5 |
| 8 | Chapter 9 CJ4; Punishment & Sentencing  **Exam 2 Review, Chapter 9 Wrap up**  **Exam 2, Ch 5-9 CJ4; 4, 10 & 5 WVCJS** | 10/8  10/10  10/12 |
| 9 | Chapter 10 CJ4 Probation, Parole; WVCJS Ch 6  Probation, Parole, & Reentry  Special Topics | 10/15  10/17  10/19 |
| 10 | Special Topics  Special Topics  WVCJ Conference, no class | 10/22  10/24  10/26 |
| 11 | Chapter 11 CJ4, Prisons and Jails  Chapter 12 CJ4, Prison Experience, Reentry  The prison experience; prisoner reentry | 10/29  10/31  11/2 |
| 12 | Chapter 13, CJ4, Juvenile Justice  Juvenile Justice System  Chapter 14 CJ4 Today’s Challenges; WVCJS Ch 6 | 11/5  11/7  11/9 |
| 13 | **Exam 3, CJ4 10-14; WVCJS Ch 6**  **No Class 11/14, ASC, See Blackboard**  **No Class 11/16, ASC, See Blackboard** | 11/12  11/14  11/16 |
| 14 | **Fall Break, No Class**  **Happy Thanksgiving!!** | 11/19  11/21  11/23 |
| 15 | **Draft Due for Response Paper 2**  Selected Readings, Blackboard  Selected Readings, Blackboard | 11/26  11/28  11/30 |
| 16 | **Posttest,** Special Topics  Special Topics  Special Topics | 12/3  12/5  12/7 |
| Exam Week | **Response Paper 2 Due on Exam Day! Turn the paper in on Blackboard** |  |

# Technology and Technical Skill Requirements

* Students must be proficient in the use of computers, the Internet, browsers, Microsoft Office Word, and other common applications.
* For computer and browser requirements, see “Get Connected” and “Internet Browser” at [Student Resources: First Steps](http://www.marshall.edu/muonline/student-resources/). See also [IT: Recommended Hardware](http://www.marshall.edu/it/recommendations/) (URLs: http://www.marshall.edu/muonline/student-resources/ and http://www.marshall.edu/it/recommendations/ ).
* To check your browsers, use the [Blackboard Browser Checker](https://help.blackboard.com/Learn/Student/Getting_Started/Browser_Support/Browser_Checker) and ensure that you set permissions properly and have all the necessary plug-ins. (URL: https://help.blackboard.com/Learn/Student/Getting\_Started/Browser\_Support/Browser\_Checker )
* Students must be able to use Marshall email, as well as the following tools in Blackboard: course messages, assignments, discussion board forums, tests, blogs, journals, wikis, and groups. Links to Blackboard Help and tutorials are available on the Start Here page and on the Tech Support tab in Blackboard.
* Virtual (VC) courses may require a webcam and microphone to use Blackboard Collaborate Ultra for synchronous meetings. For the best experience, Blackboard recommends Google Chrome browser or Mozilla Firefox browser. Links to Blackboard Collaborate Help and Tutorials are on the Start Here page and on the Tech Support tab in Blackboard.
* [Adobe Acrobat Reader](https://get.adobe.com/reader/) may be needed to read some files. This plug-in is available free. (URL: https://get.adobe.com/reader/ ) See the Tech Support tab in Blackboard for additional information and links.
* Students may be required to submit assignments as Microsoft Word documents (.docx), using the most recent Microsoft Office suite. Office 365 is available at no extra charge to students enrolled at MU. For information visit [Marshall IT: Office 365](http://www.marshall.edu/it/office365/) (URL: http://www.marshall.edu/it/office365/ ).
* See the Tech Support tab in Blackboard for additional information on browsers, technology, and apps.

# Technology Assistance

If you have technical problems, please contact one or more of the following:

* [Blackboard Support Center](http://marshall.edusupportcenter.com) (URL: http://marshall.edusupportcenter.com)
* Marshall [Information Technology (IT) Service Desk](http://www.marshall.edu/it/departments/it-service-desk/) (Help Desk) (URL: http://www.marshall.edu/it/departments/it-service-desk/ )
  + Huntington: (304) 696-3200
  + South Charleston: (304) 746-1969
  + [Email the IT Service Desk](mailto:itservicedesk@marshall.edu) (itservicedesk@marshall.edu)