

CJ 200: Introduction to Criminal Justice

Section 103

Fall 2014

T 6:30-9:00 pm, Smith Hall 418

Criminal Justice & Criminology Program
Marshall University

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Office Hours: I may be available Tuesday, 6:00-6:20 pm to meet with students, on the 7th floor, in CJ Mail room, upon request. Please send an email at least 24 hours before requested meeting date.

REQUIRED COURSE MATERIAL

(Portions borrowed from Dr. Bora's CJ 200 Syllabus)

CJ³ by Larry Gaines & Roger Miller (2015). ISBN# 978128546482 (Text + Access Code Bundle)

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 (approx. \$55) is only about a third 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. 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.*

This course material is **required** and can be purchased at The Marshall University Bookstore or directly from Cengage Publishing using the following link: <http://www.cengagebrain.com/shop/ISBN/9781111840877>. It is expected that you will have the book and code from the first day of class, so I will not accept the excuse that you were waiting for the material to arrive in the mail. This 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 the class 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 "CourseMate" (*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.

Please note that the publisher does offer the option of purchasing a stand-alone access code to CourseMate for immediate use. This option WILL NOT include a printed textbook, but rather only access to the e-book and online material. I leave it to your discretion if you choose to purchase the instant access code only. The obvious advantage is that you will get immediate access to the e-

version of the book, and you can get started on the course without delay. If you are buying the material at the last minute, this may be a better option for you. However, the drawback is that you will not have a printed copy of the book. In this case, if you have internet or computer malfunctions, it may prevent you from accessing the material when necessary. Therefore, you are choosing this option at your own risk. Personally, I would rather have the bundle as I like to read from a physical book, as do many students. Regardless of which option above you choose, if the MU bookstore runs out of copies, you will need to buy the material using the publisher's website. The publisher's website and the material can be found here: <http://www.cengagebrain.com/micro/1-1RSHY59>. In my opinion, the MU Bookstore is still the best option overall. It provides less hassle and returns are more convenient.

What is CourseMate?

Much of the substantive information for this course can be found through the interactive modules in CourseMate. In essence, the CourseMate website is just as important as the textbook. Research evidence indicates that learners today are more visual, hence this format has been deemed a more reliable method of retaining information than simply reading a book.

Once you have successfully created your account and entered CourseMate, take some time to familiarize yourself with the environment. Within each topic, you will find various activities such as ***Learning Modules, Animations, Beat the Clock Games, Simulations, Interactive Quizzes, Glossaries*** and more. While I would like you to complete all of these activities for your own benefit, the interactive quizzes are of most importance here. Even though you will be receiving scores for these quizzes within CourseMate, I will NOT be using them toward your grade in this class. They are for your benefit only and can be taken an unlimited number of times. Furthermore, I strongly urge you to use the glossaries when reviewing for quizzes and exams.

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.

CREDIT HOURS & PREREQUISITES

3 credits; none

COMPUTER REQUIREMENTS

A student must have a computer or access to one, as well as access to the internet to send and receive email messages. If you are using an email account other than your Marshall email account, you must set your Marshall email account to forward to your other account. Every student should check their Marshall email account regularly. Email is the easiest means of communication; therefore we will use it for announcements about the class, assignments, class changes, and weather related or otherwise cancellations...so make sure you check it! Furthermore, this course contains an interactive web component, so access to the internet is absolutely necessary. However, this course will NOT utilize Blackboard through MUOnline.

COURSE LEARNING OUTCOMES

Course Objectives: 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.

Learning Outcomes Matrix:

Course Learning Outcome	How Each Outcome is Practiced in this Course	How Each Outcome is Evaluated 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, CourseMate activities, and discussions	Quizzes, assignments, 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, CourseMate activities, and discussions	Quizzes, assignments, 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, CourseMate activities, and discussions	Quizzes, assignments, and exams
Comprehend the value of the final, yet least understood, component of the criminal justice process known as corrections.	In-class lectures, CourseMate activities, and discussions	Quizzes, assignments, and exams

COURSE REQUIREMENTS

- There will be three regular examinations and a final exam. All exams will consist of multiple choice, true/false, matching, or any combination. The final exam is partly comprehensive. The dates for these exams are as follows:
 - Exam 1 - September 16th
 - Exam 2 - October 7th
 - Exam 3 - October 28th
 - Exam 4 - November 18th
 - Final Exam - December 9th
- There will be pop quizzes and assignments throughout the semester. Pop quizzes will consist of true/false, multiple choice, and/or any combination of the two.
- There are three required reports that will be completed, known as Real World Artifacts, and turned in on the following dates:
 - Police Report – September 30th at 6:30 pm
 - Prosecutor Information – October 21st at 6:30 pm
 - Presentence Investigation – November 4th at 6:30 pm

PAPER GUIDELINES

There are no major papers for this course. However, brief assignments will be assigned, as needed, to strengthen the understanding of concepts covered in class.

READING ASSIGNMENTS

Reading assignments can be found on the course schedule at the end of this syllabus. They are meant to reinforce the class lectures and discussions, and **it is expected that they will be completed prior to class**. In-class quizzes on the material will be given, so you are responsible for everything that is assigned- no excuses! Along with the readings, there are corresponding online interactive activities in CourseMate for each chapter. Although these activities will not be graded, they will enhance the lectures and your overall learning of the class material.

ATTENDANCE POLICY

You are expected to be in this class during each meeting time; therefore attendance will be recorded for each class. Attendance and class participation are part of your grade. See grading criteria below. Each unexcused absence will result in a 10 point deduction. Unexcused absences are those that do not fall into the list of excused categories identified in the university catalog: (1) university sponsored activities; (2) absences as a result of personal illness or a death in the family; and (3) absences resulting from major religious holidays. For a more detailed explanation of these categories, please see the undergraduate catalog under the heading of “Class Attendance.” All excused absences must be presented, with proper documentation, at the next class meeting, NO excuses will be accepted after that.

If you are going to miss a class, excused or not, a courtesy email is expected. If you miss an exam with no legitimate documentation, a zero will be given for that exam, and no make-up exam will be available. If you are ill or know in advance that you will miss an exam for a legitimated excuse, you (or your representative) must notify me before that scheduled exam time. If you do not notify me prior to the scheduled exam, a zero will be given, regardless of legitimacy of excuse. For those that do make arrangements and have a legitimate excuse, an alternative time to take the exam will be determined. The format of the make-up exam will be at my discretion. In addition, if you arrive late

for an exam and a student has already submitted a completed an exam, you will not be able to take the exam, and no make-up exam will be available. Do not be late on exam day.

If you miss a class period, with or without a legitimate excuse, in class assignments or pop quizzes will not be able to be made up. However, if you have valid documentation, and it is accepted by instructor, a score may be waived, BUT it is the student's responsibility to notify the instructor prior to missing the class period.

GRADING CRITERIA

<u>Criteria</u>	<u>Weight</u>	<u>Scale</u>
Exam 1	10 %	90-100% = A
Exam 2	10 %	80-89% = B
Exam 3	10 %	70-79% = C
Exam 4	10 %	
Final Exam	15 %	60-69% = D
Required Assignments	15 %	
Pop Quizzes & In Class Assignments	15 %	Below 60% = F
Attendance/Class Participation	15 %	
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TOTAL	100%	

UNIVERSITY POLICIES

By enrolling in this course, you agree to the University Policies listed below. Please read the full text of each policy by going to www.marshall.edu/academic-affairs and clicking on "Marshall University Policies."

- *Academic Dishonesty*
- *Excused Absence Policy for Undergraduates*
- *Computing Services Acceptable Use*
- *Inclement Weather*
- *Dead Week*
- *Students with Disabilities*
- *Academic Forgiveness*
- *Academic Probation and Suspension*
- *Academic Rights and Responsibilities of Students*
- *Affirmative Action*
- *Sexual Harassment*

THE “DUH RULES”

- 1) If you are going to be absent or late for class, send me an email. It's not too much to ask, really...in life if you are going to miss something or be late, it is common courtesy to let the party expecting you know. Remember participation is part of your grade. Be on time, chronic tardiness will affect your grade.
 - a. It is **STRONGLY** suggested that you exchange numbers with your fellow students, in case you miss class and need to get caught up. Do **NOT** contact me for notes; you will have to contact each other if something is missed.
 - b. Also, class period is not be used to make up missed work/notes.
- 2) No cell phones in class...they are distracting to you, to your fellow students, and to me. So put them away, out of sight, on vibrate or off. If an emergency arises, please step out into the hallway. Also, you will be given a break during this evening class, at which time you may update your Facebook status, tweet that pic of your meal, or set up your drinking plans for the evening. Otherwise, you are expected to be “present” in class.
- 3) Be respectful of each other and the each other's opinions. We will discuss many things in this class, you do not have to agree with everything that is said, but you must be respectful. Different viewpoints will make our discussion time more interesting and educating, don't be afraid to ask questions or make comments...a lively conversation will make the class time pass faster than one where I am the sole speaker.
- 4) You are expected to take notes during the lectures/discussion; I do **not** allow my classes to be recorded. The only exception to this rule is for students with disabilities, and that requires notification and permission to record **prior** to recording.
- 5) Like any meeting, please make sure you use the bathroom, get a drink, and are ready to start promptly at the designated time...getting up to step out of the room during the class period is distracting, try to minimize that by taking care of “business” before, after or during the break.
 - a. Having a drink or small snack is acceptable during the lecture time.
- 6) **DO NOT CHEAT or PLAGIARIZE!** Academic dishonesty will not be tolerated. (PERIOD) Either or both of these activities will result in a failing grade for the assignment or exam and be referred to the dean for appropriate disciplinary action. We will be discussing plagiarism during one lecture period, so if you are unsure what constitutes plagiarism, make sure you are present for that class!
- 7) If you have questions about assignments or material covered in class, email is the preferred method to reach me. Because I do not have an office on Marshall's campus, I will be utilizing the CJ mail room on the 7th floor as an area to meet students before class. If you need additional assistance, please let me know immediately, so we can work something out...waiting until the last minute to ask for help may cause issues with timing.
- 8) This is an intro class; therefore we will be covering a wide array of topics that fall under the umbrella of the criminal justice system. Please understand that some areas may do things different than the “textbook” but the same basic principles can be found within the system as a whole. We may go off topic sometimes and talk about what it is like in “West Virginia” this is why taking notes is important...not everything we discuss will be found in the textbook.
- 9) Have fun...You picked this class, for whatever reason, you might as well get the most that you can out of it!

TENTATIVE COURSE SCHEDULE

Week 1	August 26
Life Prep (XIII-XIV)	
Time Prep (Skill Prep XV-XVI)	
Tips for Emailing	
Week 2	September 2
Chapter 1: Criminal Justice Today	
Chapter 2: The Crime Picture: Theories and Trends	
Study Prep (Skill Prep XVII-XX)	
Week 3	September 9
Chapter 3: Inside Criminal Law	
Test Prep (Skill Prep XXI-XXII)	
Exam Review	
Week 4	September 16
Exam on Part I (Chapters 1-3)	
Chapter 4: Law Enforcement Today	
Read Prep (Skill Prep XXIII-XXIV)	
Week 5	September 23
Chapter 5: Problems and Solutions in Modern Policing	
Assignment: Police Report	
Write Prep (Skill Prep XXV-XXVIII)	
Week 6	September 30
Chapter 6: Police and the Constitution: The Rules of Law Enforcement	
Police Report Due: September 30 @ 6:30 pm	
Exam Review	
Week 7	October 7
Exam on Part II (Chapters 4-6)	
Chapter 7: Courts and the Quest for Justice	
Plagiarism (Skill Prep XXIX)	
Week 8	October 14
Chapter 8: Pretrial Procedures and the Criminal Trial	
Assignment: Information	
Speech Prep (Skill Prep XXX-XXXIV)	
Week 9	October 21
Chapter 9: Punishment and Sentencing	
Prosecutor Information Due: October 21 at 6:30pm	
Exam Review	
Week 10	October 28
Exam on Part III (Chapters 7-9)	
Chapter 10: Probation, Parole, and Intermediate Sanctions	
Assignment: Presentence Investigation Report (PSI)	
Week 11	November 4
Chapter 11: Prison and Jails	
PSI Due: November 4 @ 6:30 pm	
Week 12	November 11
Chapter 12: Behind Bars: The Life of an Inmate	
Exam Review	

Week 13	November 18
Exam on Part IV (Chapters 10-12)	
Week 14	November 25
Thanksgiving Break	
Week 15-Dead Week	December 2
Final Exam Review	
Week 16-Finals	December 9
Final Exam (Comprehensive, Chapters 1-12) @ 6:30pm	
Return assignments	