

## CJ 492: Senior Seminar

Sections 201 & 202, Spring 2015

Dr. Kimberly DeTardo-Bora  
Criminal Justice & Criminology Program  
Department of Integrated Science & Technology

Office: Smith Hall 736  
Office Phone: 304.696.3084  
Fax: 304.696.3085  
Email: [detardobora@marshall.edu](mailto:detardobora@marshall.edu)  
Web: <http://www.marshall.edu/isat/cjc/>



Office Hours: Mondays 1:00-4:00 & Wednesdays 1:00-4:00 (or by appointment)

### COURSE DESCRIPTION

Capstone course. Integrates and applies material learned in the program of study. Serves as a culminating experience in which students demonstrate what they have learned in the classroom.

- Prerequisites: Senior status, CJ 200, CJ 302, & CJ 404
- CJ 492 meets on Mondays, Wednesdays, and Fridays from 10:00-10:50 & 11-11:50 in Smith Hall 418

This class will be taught using a seminar approach where you will be treated as a colleague in a professional setting. This means that your attitude, investment in the course and outside activities, completion of assignments, treatment of classmates and the instructor, and general performance should reflect the same level of professionalism expected in a work setting.

### REQUIRED TEXTS

Maguire, M., & Okada, D. (2011). *Critical issues in crime and justice: Thought, policy, and practice*. Upper Saddle River, CA: Sage Publications. (ISBN: 9781412970570)

*\*Students may need to refer to class notes and books from CJ 200, CJ 302, and CJ 404. Also, additional readings may be assigned and made available on MU Online.*

### REQUIRED TECHNOLOGY

Students 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, (i.e., hotmail, yahoo, aol, etc.) you must set your Marshall email account to forward to your other account. In addition, students are required to use MU Online in order to access course materials and assignments in this course (our course is listed as CJ492-CL-201502-detardobora). Make certain that you use a computer that is compatible for completing any online course activities.

## **STUDENT LEARNING OUTCOMES FOR THE DEPARTMENT OF INTEGRATED SCIENCE & TECHNOLOGY**

1. Students will demonstrate proficiency in the utilization of contemporary technologies to solve real-world problems.
2. In the development of a research project, students will scientifically analyze data, evaluate and incorporate relevant research, and describe potential implications.
3. Students will effectively communicate in relating findings and recommendations resulting from course projects.

## **STUDENT LEARNING OUTCOMES FOR THE CRIMINAL JUSTICE & CRIMINOLOGY PROGRAM**

Upon completion of the Bachelor of Arts degree in criminal justice, and in part emphasized and reinforced through this course, undergraduate students will be able to:

1. Differentiate Among Criminal Justice System Components, Roles, and Practices--Students will define and properly use specialized terms to describe, explain, and differentiate the components, roles, and practices of the criminal justice system.
2. Apply Theory in Criminal Justice and Criminology--Students will describe, explain, and differentiate major theories and theorists in criminal justice and criminology, and use one or more of these theories to explain a selected behavior (e.g., crime), event (e.g. victimization), or policy response (e.g., law).

---

## **COURSE LEARNING OUTCOMES MATRIX**

<b>Course Learning Outcomes</b>	<b>How Each Outcome is Practiced in this Course</b>	<b>How Each Outcome is Evaluated in this Course</b>
(A) Students will identify and analyze career opportunities, trends, and future career pathways.	Assigned readings, in-class discussions, in-class activities	Obituary assignment, resume, cover letter or personal statement, and career plan
(B) Students will produce a career and/or graduate or law school portfolio, offering a systematic approach to immediate and life-long career decision-making.	Assigned readings, in-class discussions, in-class activities	Resume, cover letter or personal statement, and career plan
(C) Students will compose and deliver a professional oral presentation.	In-class discussions	Presentation
(D) Students will critically examine a specific issue in the field of criminal justice/criminology and develop a product that incorporates research, data entry, and interpretation skills and will propose a solution to the problem.	Assigned readings, in-class discussions, in-class activities, skills practice and assessments	Senior project (ethics , theory, technology and data entry, research and policy decisions assignments)

## ASSESSMENT MEASURES AND DETERMINATION OF GRADES

Each student learning outcome is assessed in the following manner:

### Grading Scale:

90% & Above = A	80%-89% = B	70%-79% = C	60%-69% = D	59% & Below = F
-----------------	-------------	-------------	-------------	-----------------

Course Requirements:	Score(s)	Weighted %	Weighted % Ave.
Career Papers/Portfolio (30%)		X .30	
Senior Project/Assignments (30%)		X .30	+
Presentation (20%)		X .20	+
Active Participation, Attendance, & Assessment (20%)		X .20	+
Grand Total =			

### Calculating and checking your class grade:

Please note that course grades are calculated using weighted percentages as shown above. You can always monitor your current course grade by logging into the MU Online section of our course.

### **CAREER PAPERS/PORTFOLIO (30%)**

Throughout this course, you will prepare a series of career papers some of which will be used to create a professional portfolio. They include: a career plan, cover letter or personal statement, and a resume. Students also may include documentation of a completed job/law school/graduate school application or mock one. Each piece will be drafted throughout the semester. Revised versions will be submitted as a complete portfolio for a final grade. Also, students will be required to attend the MU Career Expo on April 8.

For this class, it is important that you examine a future career as most of the assignments are hinged on your desired area of employment. For example, students may wish to seek employment or advancement in the fields of law enforcement, corrections, probation, juvenile services, or victims' services, just to name a few. Others may be interested in law school, graduate school, administrative work, or a research occupation immediately following graduation. However, what if you have decided at this stage that the criminal justice profession is not for you? What if you have decided to go to culinary arts school, or you wish to join the circus, or you want to backpack throughout Europe instead? These culminating assignments need to be completed for a grade, so you will need to select an area of the criminal justice profession for which you think you are best suited or most interested.

### **SENIOR PROJECT/ASSIGNMENTS (30%)**

Students will be tasked with completing a senior project comprised for four main assignments throughout the course. These assignments are cumulative in nature and incorporate what you have learned as a criminal justice major. Aside from content knowledge, some of these assignments will involve writing, research, and computer skills that is hinged on a topic related to your career goal.

## **PRESENTATION (20%)**

Each student will complete an 8-10 minute presentation related in part to his/her desired profession or career goals and the senior project issue. Student presentations will take place in April and each student presentation date will be determined at random. More details to follow.

## **ACTIVE PARTICIPATION, ASSESSMENT, & ATTENDANCE (20%)**

### Active Participation:

Readings about various critical issues in criminal justice and criminology will be discussed in this course. In lieu of lecture, and to facilitate discussion on these days, I ask that you participate in one of two ways. First, you can bring two questions to class about the chapter from our textbook. The questions you ask should incorporate the material you have read and should be substantive in nature. Simply asking, "What is the author talking about on page 100?" will not suffice. Be critical of the material you are reading. A second alternative is to locate a research article or government research report related to the chapter topic and share a summary of that research with the class. Your work will not be collected and does not have to be typed, but I will document your contributions throughout the semester.

### Assessment:

This year the Associate Vice President for Assessment and Quality Initiatives has asked for seniors to participate in the Collegiate Learning Assessment (CLA) or Marshall assessment as part of their requirements for capstone. The assessment will take no more than an hour and a half and results of the assessment will not be factored into the course grade. Instead, as an "assignment" for the class, students will receive 100 points for their participation, and will be entered in Assessment Day drawings. A schedule with assessment times, dates, and locations will be provided within the first few weeks of class. Also, in return, I will give back some of your time by canceling class on March 6. Last, there will also be a criminal justice terms assessment, which will be administered on April 10 for a grade.

### Attendance:

Each student will be awarded 100 points at the beginning of the semester for attendance. These points are yours to lose or keep. For each class day missed without a legitimate excuse and documentation from the Dean of Student Affairs, 2.5 points will be deducted from your attendance grade. If you miss a class, I recommend that you obtain the notes/assignments from that day. Consistent tardiness (excessive) will result in a reduction of your attendance grade as well.

## **ADDITIONAL POLICIES**

### University Policies:

By enrolling in this course, you agree to the 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/ and Sexual Harassment. Please read the full text of each policy by going to [www.marshall.edu/academic-affairs](http://www.marshall.edu/academic-affairs) and clicking on "Marshall University Policies." Or, you can access the policies directly by going to [http://www.marshall.edu/academic-affairs/?page\\_id=802](http://www.marshall.edu/academic-affairs/?page_id=802).

### Emails and Teacher-Student Correspondence:

If you have any questions about the course material or assignments you may email me, visit me during my office hours, or schedule an appointment. If you email me, under most circumstances, I will get back to you within 24 hours on weekdays. However, there may be times when I am out of the office (for meetings, class, or conferences), hence, delaying my response.

### Class Absences:

I understand that there are circumstances that may arise throughout the semester that prevent a student from attending class. Documentation of an excused absence can be obtained from the Dean of Student Affairs, MSC 2W38. Excused absences include: death or illness of an immediate family member, pre-approved university sponsored activity, athletics, academic activities, short-term military obligation, jury duty/court appointment, and/or religious holiday (see MU Undergraduate Catalog and the Graduate Catalog). Nonetheless, if you miss class it is your responsibility as a student to obtain any materials or assignments that you missed on that day.

### Plagiarism:

For students (major or non-majors; undergraduates and graduates) who plagiarize a paper that is less than 10 pages in length, a letter grade of zero will be issued for that assignment. When a student plagiarizes a major research paper, report, legal paper, etc., that is 10 pages or more in length, a failing grade will be issued to the student for the course. It should be noted that students are entitled to an appeals process. The protocol for doing so is described under the heading "Academic Dishonesty Policy" and the subheading "Appeals Process" in the MU Undergraduate/Graduate Catalog.

### Extra Credit:

There is one opportunity to receive extra credit in this course. Students may attend the MU Career Services, Spring Etiquette Dinner on March 4 from 6:30-8:30 in BE5 of the Memorial Student Center. An additional 10 points will go toward the career portfolio. Because space is limited, students are required to pick up a ticket from Career Services for this FREE event.

### Laptops and Tablets:

Over time, I have observed more students who prefer to use laptops and tablets in class. If you wish to use either a laptop or tablet in class, you must receive permission from me, and you must present a compelling reason for doing so. If you are approved to use the laptop or tablet for note-taking, no other sites or functions may be open, and you are expected to make regular eye contact when I am speaking.

### Classroom Civility:

1. All students are expected to be in class on time (including exam days).
2. All pagers, cell phones, and electronic devices such as iPods or MP3 players must be turned off before you enter the classroom. Please no text messaging or tweeting during class or during exams.
3. One-on-one or personal conversations during lecture or class discussions are not permitted.

4. Respect different opinions and keep an open mind. Support your fellow classmates and reward each other with positive remarks/comments.
5. All students are expected to abide by the academic dishonesty policy-this means no cheating or plagiarizing!
6. Students are expected to speak one at a time. Do not be disruptive.
7. Working on other materials during class time is considered disruptive not only to the instructor but to other classmates as well.
8. Do not use class time to catch up on your ZZZZZ's.
9. No food or alcoholic beverages are permitted (non-alcoholic beverages are acceptable).
10. Students are prohibited from leaving the classroom once the lecture or discussion has started. Only in the case of an emergency can a student leave the room. If you need to leave class early for some reason, notify the instructor in advance.

The DeTardo-Bora Policy:

As students have a code of conduct to follow, I believe the instructor should follow one as well. Throughout this course, I will make an effort to see that the following responsibilities are carried out (these responsibilities were adapted from McKeachie, 1999).

1. I will encourage the free pursuit of learning
2. I will demonstrate respect for students
3. I will respect confidentiality
4. I will model the best scholarly and ethical standards
5. I will foster honest academic conduct and ensure fair evaluation
6. I will avoid exploitation, harassment, or discrimination

**Tentative Course Outline: CJ 492**

<b>Dates/Course Topics</b>	<b>Readings</b>	<b>Assignments Due</b>
<b>Week 1: 1/12, 1/14, 1/16</b>		
Syllabus review Introduction-The many voices in CJ Professional development-"So now what?"	Chap. 1, Maguire & Okada	
<b>Week 2: 1/19*, 1/21, 1/23</b>		
*NO CLASS-MLK, Jr. holiday The importance of ethics in CJ Professional development-Ethics	Chap. 2, Maguire & Okada	Obituary assignment due (1/23)
<b>Week 3: 1/26, 1/28, 1/30</b>		
Criminological theory and crime explanation Unleashing the power in CJ theory Professional development-professionalism, correspondence, dress, etiquette, social media, etc.	Chaps. 3 & 4, Maguire & Okada	Ethics assignment due (1/30)
<b>Week 4: 2/2, 2/4, 2/6</b>		
Gender matters Race and crime Professional development-future career path & goals	Chaps. 6 & 7, Maguire & Okada	Theory assignment due (2/6)
<b>Week 5: 2/9, 2/11, 2/13</b>		
Terrorism and the CJS Developments in computer crime Professional development-cover letters and personal statements	Chaps. 11 & 12, Maguire & Okada	Career plan assignment due (2/13)
<b>Week 6: 2/16, 2/18, 2/20</b>		
Police history Contemporary policing Professional development-resume writing (career services speaker)	Chaps. 13 & 15, Maguire & Okada	Draft cover letter or personal statement due (2/20)
<b>Week 7: 2/23, 2/25, 2/27</b>		
Public policy American courts Professional development-interviewing skills (guest panel)	Chaps. 17 & 18, Maguire & Okada	Draft resume due (2/27)
<b>Week 8: 3/2, 3/4*, 3/6* (*ACJS Conference)</b>		
Philosophical and ideological underpinnings of corrections No CLASS-Work on portfolio revisions (3/4) No CLASS-CLA/MU Assessment Day (3/6) <i>Extra credit-Spring Etiquette Dinner (3/4) 6:30 - 8 p.m., Memorial Student Center - BE5</i>	Chap. 20 Maguire & Okada	Final cover letter/personal statement and resume due (3/6)

<b>Week 9: 3/9, 3/11, 3/13</b>		
Community corrections, rehabilitation, reintegration, and reentry Restorative justice Professional development-physical fitness and emotional well-being	Chaps. 21 & 22, Maguire & Okada	
<b>Week 10: 3/16, 3/18, 3/20</b>		
<b>No Class-SPRING BREAK</b>		
<b>Week 11: 3/23, 3/25, 3/27</b>		
Culture, Crime, and Economics Senior Project review/questions Professional development-leadership	Chap. 9, Maguire & Okada	
<b>Week 12: 3/30, 4/1, 4/3*</b>		
APA review and paper preparations Professional development-group dynamics, flexibility, and adaptability *NO CLASS-Graduate Exams (4/3)		
<b>Week 13: 4/6, 4/8, 4/10* (*WVCJEA mtg)</b>		
Professional development-presentation skills MU Career Expo, MSC (10am-2pm) CJ terms assessment (in-class/graded)		Attendance taken at the career expo (4/8)
<b>Week 14: 4/13, 4/15, 4/17</b>		
Student presentations Student presentations Professional development-stress management		Technology/data entry and research/policy decisions assignments due (4/13)
<b>Week 15: 4/20, 4/22, 4/24 (AIDE Conf.)</b>		
Student presentations Student presentations Professional development-sexual harassment in the workplace		
<b>Week 16: 4/27, 4/29, 5/1</b>		
Student presentations Student presentations Critical issues review		
<b>Final Exam</b>		
May 4, sec. 201 from 10:15-12:15 May 5, sec. 22 from 10:15-12:15		