



CJ 101 Introduction to Criminal Justice 01W

COURSE SYLLABUS: Summer I 2016

INSTRUCTOR INFORMATION

Instructor: Dr. Martha Hurley

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Office Hours: by appointment; online daily MTWR 10-11:00AM

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Preferred Form of Communication: via email

Communication Response Time: within 48 hours M-F

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

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Title: *CJ 2015, STUDENT VALUE EDITION WITH MY CJ LAB

Author: FAGIN

Course Description

An overview of law enforcement, courts and corrections from historical, ethical, philosophical, and practical perspectives. A focus on defining crime, searching for its causes, and studying its impact on society through the investigation and arrest of suspects, prosecution and defense of the accused, and punishment and rehabilitation of criminals. This survey course prepares students for more advanced studies in criminal justice.

Student Learning Outcomes

1. The students will develop a basic understanding of the criminal justice system. How the major parts of the system relate to each other and how the roles and responsibilities of the various actors

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2. The students will develop better written and oral communication skills by applying knowledge.
3. The students will develop a better understanding of the career opportunities that exist within the field.
4. The students will develop better critical thinking skills by analyzing problems related to policing, courts, and corrections.

COURSE REQUIREMENTS

Your grade in this course will be determined by several elements: a) quizzes, b) discussion boards, and c) the final exam.

A. Quizzes – 4 quizzes worth 50 points each

There will be 4 online quizzes (1 each week) given during this course. Each quiz is designed so that students can synthesize and critically assess the literature from the course. These objective quizzes are comprised of multiple-choice and short answer questions which will test your knowledge of criminal justice terms and concepts. All quizzes are open book and students should feel free to incorporate materials from the course text and the discussion boards. If you choose to use material from other sources, then you must provide a bibliographic reference for the source. A study guide will be provided each week to help focus your studying. There will not be enough time for you to look up every answer. If you can answer the questions on the study guide, you should be able to answer the questions on the weekly quizzes.

The quizzes are given online. Make sure that you save your answers often during a quiz. **If you lose connectivity during a quiz make sure that you contact the eCollege Helpdesk immediately** so that the issue is documented with a **helpdesk ticket number**. Once you have the Helpdesk ticket number, the student should then inform me of the problem and provide the Helpdesk ticket number in the subject line. I will call the Helpdesk to confirm the problem and will then make a decision on whether to allow the student to continue the exam or give a zero. Please see the access and navigation policies provided later in this syllabus for more details.

B. Discussion Boards Comments (DBS)- 4 Discussion Boards worth 24 points each

Each student is expected to participate in 4 online discussion boards for the class. Due dates and times are posted in eCollege. For the first discussion board students are expected to get to know one another by introducing yourselves. In subsequent discussion boards I will pose a question, ask you to analyze a situation, or ask that you find information on a particular topic and post your response. Each discussion board is worth 24 points.

-Your initial post should be no more than one page. You may post links to other material in your response to others. You must cite material from the textbook in your response. Use quotes and provide a page number.

-DBS are to be respectful. We will not all agree on material in posts. It is ok to disagree with one another, but you must do so respectfully. I will remove your post and perhaps remove you from the class if I find your posts to be disrespectful continuously.

After posting your initial response, you must **respond to the posts of at least two** of your classmates by analyzing their posts, expanding on a topic, or introducing new relevant

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information from another source. You must provide bibliographic information for all external material used in your response. You will not receive credit for simply agreeing or disagreeing with others' posts. Your responses to classmates should be no more than one or two paragraphs.

Postings of assignments and e-mails to students and/or faculty outside of classroom threads do not count as participation. Discussion Boards will open on Sunday morning. **Students must respond with their original post by Wednesday at 11:59PM.**

The **two Discussion Board responses must be provided before 11:59PM on Friday nights.** At 12:00AM Saturday morning, the discussion board will close and no posts can be made.

The rubric for grading of your posts and responses is provided below.

Criteria	0 Points	2 Points	4 Points	6 Points
Initial Assignment Posting	Posts no assignment.	Posts adequate assignment with superficial thought and preparation; doesn't address all aspects of the task.	Posts well developed assignment that addresses all aspects of the task; lacks full development of concepts.	Posts well developed assignment that fully addresses and develops all aspects of the task.
Follow-Up Postings	Posts no follow-up responses to others.	Posts shallow contribution to discussion; does not enrich discussion.	Elaborates on an existing posting with further comment or observation.	Demonstrates analysis of others' posts; extends meaningful discussion by building on previous posts.
References & Support	Includes no references or supporting experience.	Uses personal experience, but no references to readings or research.	Incorporates some references from literature and personal experience.	Uses references to literature, readings, or personal experience to support comments.
Clarity & Mechanics	Posts unorganized or rude content that may contain multiple errors or may be inappropriate.	Communicates in friendly, courteous and helpful manner with some errors in clarity or mechanics.	Contributes valuable information to discussion with minor clarity or mechanics errors.	Contributes to discussion with clear, concise comments formatted in an easy to read style that is free of grammatical or spelling errors.

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C. Final Exam- 1 final exam worth 100 points

The final exam is comprehensive and will cover all of the material for this class. You will be provided with a study guide to help you prepare for the exam.

Course Notes: This is an online class. You can log-in to complete coursework 24 hours a day. Consequently, there are no excuses for late work.

- **NO EXTRA CREDIT OR ADDITIONAL ASSIGNMENTS WILL BE GIVEN IN THIS COURSE.**
- **AS THIS IS AN ONLINE COURSE NO LATE QUIZZES, DISCUSSION BOARDS, OR LATE FINAL EXAMS WILL BE ACCEPTED.**

GRADING

Final grades in this course will be based on the following scale:

A = 90%-100%	356-396 points
B = 80%-89%	316-355 points
C = 70%-79%	277-315 points
D = 60%-69%	237-276 points
F = 59% or Below	<237

	Student Learning Outcome Assessed		
Quizzes	Measures SLOs 1.2.3.4	4 @ 50 points	200 points
Discussion Board	Measures SLOs 2.4	4 @ 24 points	96 points
Final Exam	Measures SLOs 1.2.3.4	1 @ 100 points	100 points
Total			396 points

TECHNOLOGY REQUIREMENTS

- To fully participate in online courses you will need to use a current Flash enabled internet browser. For PC and Mac users the suggested browser is Mozilla Firefox.

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- You will need regular access to a computer with a broadband Internet connection. The minimum computer requirements are:
 - 512 MB of RAM, 1 GB or more preferred
 - Broadband connection required courses are heavily video intensive
 - Video display capable of high-color 16-bit display 1024 x 768 or higher resolution
- You must have a:
 - Sound card, which is usually integrated into your desktop or laptop computer
 - Speakers or headphones.
 - *For courses utilizing video-conferencing tools and/or an online proctoring solution, a webcam and microphone are required.
- Both versions of Java (32 bit and 64 bit) must be installed and up to date on your machine. At a minimum Java 7, update 51, is required to support the learning management system. The most current version of Java can be downloaded at: [JAVA web site http://www.java.com/en/download/manual.jsp](http://www.java.com/en/download/manual.jsp)
- Current anti-virus software must be installed and kept up to date.
- Run a browser check through the Pearson LearningStudio Technical Requirements website. [Browser Check http://help.ecollege.com/LS_Tech_Reg_WebHelp/en-us/#LS_Technical_Requirements.htm#Browse](http://help.ecollege.com/LS_Tech_Reg_WebHelp/en-us/#LS_Technical_Requirements.htm#Browse)

Running the browser check will ensure your internet browser is supported.

Pop-ups are allowed.

JavaScript is enabled.

Cookies are enabled.

- You will need some additional free software (plug-ins) for enhanced web browsing. Ensure that you download the free versions of the following software:
 - [Adobe Reader https://get.adobe.com/reader/](https://get.adobe.com/reader/)
 - [Adobe Flash Player \(version 17 or later\) https://get.adobe.com/flashplayer/](https://get.adobe.com/flashplayer/)
 - [Adobe Shockwave Player https://get.adobe.com/shockwave/](https://get.adobe.com/shockwave/)
 - [Apple Quick Time http://www.apple.com/quicktime/download/](http://www.apple.com/quicktime/download/)
- At a minimum, you must have Microsoft Office 2013, 2010, 2007 or Open Office. Microsoft Office is the standard office productivity software utilized by faculty, students, and staff. Microsoft Word is the standard word processing software, Microsoft Excel is the standard spreadsheet software, and Microsoft PowerPoint is the standard presentation software. Copying and pasting, along with attaching/uploading documents for assignment submission, will also be required. If you do not have Microsoft Office, you can check with the bookstore to see if they have any student copies.

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- For additional information about system requirements, please see: [System Requirements for LearningStudio](https://secure.ecollege.com/tamuc/index.learn?action=technical)
<https://secure.ecollege.com/tamuc/index.learn?action=technical>

ACCESS AND NAVIGATION

Pearson LearningStudio (eCollege) Access and Log in Information

This course will be facilitated using Pearson LearningStudio, the learning management system used by Texas A&M University-Commerce. To get started with the course, go to [myLeo](#) and from the top menu ribbon select eCollege. Then on the upper left side of the screen click on the My Courses tab. <http://www.tamuc.edu/myleo.aspx>

You will need your campus-wide ID (CWID) and password to log into the course. If you do not know your CWID or have forgotten your password, contact the Center for IT Excellence (CITE) at 903.468.6000 or helpdesk@tamuc.edu.

Note: It is strongly recommended you perform a “Browser Test” prior to the start of your course. To launch a browser test login to Pearson LearningStudio, click on the My Courses tab, and then select the Browser Test link under Support Services.

Pearson LearningStudio Student Technical Support

Texas A&M University-Commerce provides students technical support for the use of Pearson LearningStudio.

Technical assistance is available 24/7 (24 hours, 7 days a week).

If you experience LearningStudio (eCollege) technical problems, contact the LearningStudio helpdesk at 1-866-656-5511 (toll free) or visit [Pearson 24/7 Customer Support Site](http://247support.custhelp.com/) <http://247support.custhelp.com/>

The student help desk may be reached in the following ways:

- **Chat Support:** Click on '*Live Support*' on the tool bar within your course to chat with a Pearson LearningStudio Representative.
- **Phone:** 1-866-656-5511 (Toll Free) to speak with Pearson LearningStudio Technical Support Representative.

Accessing Help from within Your Course: Click on the '*Tech Support*' icon on the upper left side of the screen inside the course. Then you will be able to get assistance via online chat or by phone.

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Note: Personal computer and internet connection problems do not excuse the requirement to complete all course work in a timely and satisfactory manner. Each student needs to have a backup method to deal with these inevitable problems. These methods might include the availability of a backup PC at home or work, the temporary use of a computer at a friend's home, the local library, office service companies, Starbucks, a TAMUC campus open computer lab, etc.

Policy for Reporting Problems with Pearson LearningStudio

Should students encounter Pearson LearningStudio based problems while submitting assignments/discussions/comments/exams, the following procedure must be followed:

1. Students must report the problem to the help desk. You may reach the helpdesk at 1-866-656-5511.
2. Students must file their problem with the helpdesk and obtain a helpdesk ticket number
3. Once a helpdesk ticket number is in your possession, students should email me to advise me of the problem and provide me with the helpdesk ticket number.
4. I will call the helpdesk to confirm your problem and follow up with you

PLEASE NOTE: Your personal computer and internet access problems are not a legitimate excuses for filing a ticket with the Pearson LearningStudio Help Desk. Only Pearson LearningStudio based problems are legitimate reasons to contact the Help Desk.

You strongly are encouraged to check for your internet browser compatibility **BEFORE** the course begins and take the Pearson LearningStudio tutorial offered for students who may require some extra assistance in navigating the Pearson LearningStudio platform.

myLeo Support

Your myLeo email address is required to send and receive all student correspondence. Please email helpdesk@tamuc.edu or call us at 903-468-6000 with any questions about setting up your myLeo email account. You may also access information at [myLeo](https://leo.tamuc.edu).
<https://leo.tamuc.edu>

Learner Support

The [One Stop Shop](http://www.tamuc.edu/admissions/onestopshop/) was created to serve you by providing as many resources as possible in one location. <http://www.tamuc.edu/admissions/onestopshop/>

The [Academic Success Center](http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/) provides academic resources to help you achieve academic success.


<http://www.tamuc.edu/campusLife/campusServices/academicSuccessCenter/>

FREE Mobile APPS

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The Courses apps for phones have been adapted to support the tasks students can easily complete on a smaller device. Due to the smaller screen size course content is not presented.

The Courses app is free of charge. The mobile Courses Apps are designed and adapted for different devices.

	App Title:	iPhone – Pearson LearningStudio Courses for iPhone Android – LearningStudio Courses - Phone
	Operating System:	iPhone - OS 6 and above Android – Jelly Bean, Kitkat, and Lollipop OS
	iPhone App URL:	https://itunes.apple.com/us/app/pearson-learningstudio-courses/id977280011?mt=8
	Android App URL:	https://play.google.com/store/apps/details?id=com.pearson.lsphone

Once downloaded, search for Texas A&M University-Commerce, and it should appear on the list. Then you will need to sign into the myLeo Mobile portal.

The Courses App for Android and iPhone contain the following feature set:

- View titles/code/Instructor of all Courses enrolled in online
- View and respond to all discussions in individual Courses
- View Instructor Announcements in individual Courses
- View Graded items, Grades and comments in individual Courses
- Grade to Date
- View Events (assignments) and Calendar in individual Courses
- View Activity Feed for all courses
- View course filters on activities
- View link to Privacy Policy
- Ability to Sign out
- Send Feedback

LearningStudio Notifications

Students can be alerted to course activities via text on their mobile phones or up to two email addresses.

Based on their preferences, students can automatically receive a push notification with every new: course announcement, threaded discussion post, grade, and/or assignment without having to login to the course. Enrolled students will automatically receive email notifications for announcements and can opt out of this feature. To receive text notifications, students must opt in.

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To begin setting up notifications, go into your course in LearningStudio and click on the bell-shaped Notifications icon on the main menu ribbon.

By default the student's university email address will appear. This cannot be changed in LearningStudio. Additional email addresses may be added by clicking the Add button. After all of the other selections are completed be sure to click the Save and Finish button.

COMMUNICATION AND SUPPORT

Interaction with Instructor Statement

The best way to reach me is via email at Martha.hurley@tamuc.edu . I will respond to your email within 48 hours. If you do not receive a response in that time, please contact the office at (903) 886-5332.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

- **NO EXTRA CREDIT OR ADDITIONAL ASSIGNMENTS WILL BE GIVEN IN THIS COURSE.**
- **AS THIS IS AN ONLINE COURSE NO LATE QUIZZES, DISCUSSION BOARDS, OR LATE FINAL EXAMS WILL BE ACCEPTED.**

Syllabus Change Policy

The syllabus is a guide. Circumstances and events, such as student progress, may make it necessary for the instructor to modify the syllabus during the semester. Any changes made to the syllabus will be announced in advance.

University Specific Procedures

Student Conduct

All students enrolled at the University shall follow the tenets of common decency and acceptable behavior conducive to a positive learning environment. The Code of Student Conduct is described in detail in the [Student Guidebook](http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf).
<http://www.tamuc.edu/admissions/registrar/documents/studentGuidebook.pdf>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: [Netiquette](http://www.albion.com/netiquette/corerules.html)
<http://www.albion.com/netiquette/corerules.html>

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TAMUC Attendance

For more information about the attendance policy please visit the [Attendance](#) webpage and [Procedure 13.99.99.R0.01](#).

<http://www.tamuc.edu/admissions/registrar/generalInformation/attendance.aspx>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/academic/13.99.99.R0.01.pdf>

Academic Integrity

Students at Texas A&M University-Commerce are expected to maintain high standards of integrity and honesty in all of their scholastic work. For more details and the definition of academic dishonesty see the following procedures:

[Undergraduate Academic Dishonesty 13.99.99.R0.03](#)

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/undergraduates/13.99.99.R0.03UndergraduateAcademicDishonesty.pdf>

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/13students/graduate/13.99.99.R0.10GraduateStudentAcademicDishonesty.pdf>

ADA Statement

Students with Disabilities

The Americans with Disabilities Act (ADA) is a federal anti-discrimination statute that provides comprehensive civil rights protection for persons with disabilities. Among other things, this legislation requires that all students with disabilities be guaranteed a learning environment that provides for reasonable accommodation of their disabilities. If you have a disability requiring an accommodation, please contact:

Office of Student Disability Resources and Services

Texas A&M University-Commerce

Gee Library- Room 132

Phone (903) 886-5150 or (903) 886-5835

Fax (903) 468-8148

Email: Rebecca.Tuerk@tamuc.edu

Website: [Office of Student Disability Resources and Services](#)

<http://www.tamuc.edu/campusLife/campusServices/studentDisabilityResourcesAndServices/>

Nondiscrimination Notice

Texas A&M University-Commerce will comply in the classroom, and in online courses, with all federal and state laws prohibiting discrimination and related retaliation on the

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basis of race, color, religion, sex, national origin, disability, age, genetic information or veteran status. Further, an environment free from discrimination on the basis of sexual orientation, gender identity, or gender expression will be maintained.

COURSE OUTLINE / CALENDAR

Summer I 2016

DATE	TOPIC	MATERIAL
Week 1 June 6	Introduction to the System Discussion Board 1- initial post before Wed. 11:59PM Response to 2 classmates by 11:59PM Friday Quiz 1 complete by Sunday 11:59PM	Ch 1, 2, 3
Week 2 June 13	Law Enforcement Discussion Board 2- initial post before Wed. 11:59PM Response to 2 classmates by Friday 11:59PM Quiz 2 complete by Sunday 11:59PM	Ch 4, 5, 6
Week 3 June 20	Courts Discussion Board 3- initial post before Wed. 11:59PM Response to 2 classmates by Friday 11:59PM Quiz 3 complete by Sunday 11:59PM	Ch 7, 8
Week 4 June 27	Corrections Discussion Board 4 - initial post before Wed. 11:59PM Response to 2 classmates by Friday 11:59PM Quiz 4 complete by Sunday 11:59PM	Ch 9, 10
Week 5 July 4	Review Final Exam complete by July 7 at 11:59PM	Ch 11, 12

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