



TAB CJC309: Procedural Justice

COURSE SYLLABUS

2020

INSTRUCTOR INFORMATION

Instructor: Doug Yates
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Preferred Form of Communication: Email
Communication Response Time: 24/7 when available

COURSE INFORMATION

Materials – Textbooks, Readings, Supplementary Readings

**A textbook is not assigned for this class. All reading assignments are provided with links to Internet sources and/or document files.*

Course Description

This competency-based course examines the concept of procedural justice, including the four pillars of procedural justice; and considers the practical application and implementation of those pillars both internally and externally. Students will be able to articulate how procedural justice affects police/community relations, as well as the operations, practices and leadership of contemporary law enforcement agencies.

The syllabus/schedule are subject to change.

Student Learning Outcomes (Should be measurable; observable; use action verbs)

1. Students will be able to articulate each of the four pillars of procedural justice.
2. Students will be able to apply the four pillars of procedural justice to police agencies' current practices.
3. Students will be able to communicate suggestions for relevant procedural justice initiatives, policies and programs as they apply to police agencies.
4. Students will be able to articulate how internal and external procedural justice components are linked.

COURSE REQUIREMENTS

Minimal Technical Skills Needed

Students will need a reliable computer and internet access for this course. Specific capabilities of the computer are discussed later in the syllabus. Students are required to demonstrate proficiency in myLeo navigation in order to participate in this course. Fluency in programs like Microsoft Word, PowerPoint and Excel may further contribute to student success in this course.

Instructional Methods

This course is 100% online. As such, communication and assignment submission is all done electronically. Power points, resources, assignments and tests are all located within the online course.

Student Responsibilities or Tips for Success in the Course

Students are encouraged to thoroughly read all assignments and view relevant videos as directed. Critical thinking exercises will help students with practical application of the concepts presented, and students are encouraged to read through them after completing each module.

Students are encouraged to e-mail the professor as they encounter concepts that after reading and utilizing course resources (supplemental documents, Youtube videos, etc.), still do not understand.

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GRADING

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

A = 90%-100%

B = 80%-89%

F = 79% or Below

*Students are required to achieve and 80% or higher on a posttest in each competency and on the project in order to pass the course.

Assessments

Pretest and Posttest for Each Module

The purpose of the pretests is to provide a baseline understanding of your knowledge in each module.

The Posttest is an assessment of your knowledge of the material required for the module. If you score less than 80% you will have an opportunity to review the material and re-take the module Posttest. You will have up to three attempts at passing each competency. If you have not passed the module in three attempts, you will receive a letter grade of an F. In order to demonstrate competency, a score of 80% or higher is required.

Activities/Critical Thinking Exercises

There are two Activities and three Critical Thinking Exercises for this course, which will NOT be graded, but are you your personal growth in understanding the subject-matter.

Final Project

You will also have a project in this course. The project will be based on expanding your knowledge and applying the information you have learned in a practical exercise. A score of 80% or higher is required.

Final Grade Calculation

The final grade will be assigned by taking the average of the posttest and the grade of the project.

GRADING

Assignments for this course will be scored using a points system. Below is an explanation of how each assignment type will be scored.

Assignment Type	Point Value
Final Project	80
Post Test	100

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

A = 90%-100%

B = 80%-89%

F = 70%-79% or Below

*****A score of 80 percent or higher on both the Posttest and Final Project is required to demonstrate competency.**

If the seven-week term ends and you do not complete all competencies, you will receive a grade of "F" and be required to complete the remaining competencies in the next term.

Final Project Rubric:

CJCB 309.1CW Procedural Justice Final Project				
Learning Outcomes	Exceptional 16 – 20 points	Average 6 – 12 points	Developing 0 – 9 points	Score
Create a plan identifying a police /law enforcement agency; supplying relevant demographic statistics for the agency and community it serves, such as size, number of officers, diversity of force, etc. Support using relevant data and citations.	Plan incorporates all of the relevant demographic relating to the police/law enforcement agency identified, such as size, community, number of officers, diversity of force, etc. Uses statistics, correct terminology.	Plan incorporates all of the key demographics relating to the police/law enforcement agency identified, but lacks clarity in using key statistics, correct terminology.	Plan, does not incorporate relevant demographics statistics Plan does not use key concepts/ideas, correct terminology.	
Identify the following for the agency chosen, and explain how each affects the agency's legitimacy: For Internal PJ For External PJ -One (1) strength -One (1) Strength -One (1) Weakness -One (1) Weakness Support using relevant data and citations.	Plan identifies the requisite number of strengths and weaknesses the agency has in relation to its Internal and External Procedural Justice; AND fully explains how each affects the agency's legitimacy.	Plan, either does not identify all of the requisite number of strengths and weaknesses the agency has in relation to its Internal and External Procedural Justice; or the linkage to the agency's legitimacy lacks clarity.	Plan does not identify the requisite number of strengths and weaknesses the agency has in relation to its Internal and External Procedural Justice and does not make any linkage to the agency's legitimacy.	
When identifying the above Internal and External Strengths and Weaknesses; use the Four (4) pillars of procedural justice in your analysis: P I: Fairness P II: Voice P III: Transparency P IV: Impartiality Support using relevant data and citations.	Plan illustrates the strengths and weaknesses using all Four (4) pillars of procedural justice.	Plan illustrates the strengths and weaknesses of Three (3) or fewer of the pillars of procedural justice or lacks clarity in their application to the strengths and weaknesses.	Plan illustrates the strengths and weaknesses of Two (2) or fewer of the pillars of procedural justice and lacks clarity in their application to the strengths and weaknesses.	
Design and new policy or program that will address one of the weaknesses you described. Support using relevant data and citations.	Plan designs a new policy or program that addresses one of the weaknesses and is supported by information and analysis.	Plan designs a new policy or program that addresses one of the weaknesses, but lacks clarity in its support by information and analysis.	Plan does not design a new policy or program that addresses one of the [or] provides no support by information and analysis.	
Overall Score				
Faculty Evaluation (Circle one):	Proficient (80 or more points, threshold is 80%)	Average (between 70 and 79 points)	Developing (less than 70 points)	

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TECHNOLOGY REQUIREMENTS

LMS

All course sections offered by Texas A&M University-Commerce have a corresponding course shell in the myLeo Online Learning Management System (LMS). Below are technical requirements

LMS Requirements:

<https://community.brightspace.com/s/article/Brightspace-Platform-Requirements>

LMS Browser Support:

https://documentation.brightspace.com/EN/brightspace/requirements/all/browser_support.htm

YouSeeU Virtual Classroom Requirements:

<https://support.youseeu.com/hc/en-us/articles/115007031107-Basic-System-Requirements>

ACCESS AND NAVIGATION

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: 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.

COMMUNICATION AND SUPPORT

If you have any questions or are having difficulties with the course material, please contact your Instructor.

Technical Support

If you are having technical difficulty with any part of Brightspace, please contact Brightspace Technical Support at 1-877-325-7778. Other support options can be found here:

<https://community.brightspace.com/support/s/contactsupport>

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Interaction with Instructor Statement

For questions or concerns about the course material or project, please contact your instructor.

COURSE AND UNIVERSITY PROCEDURES/POLICIES

Course Specific Procedures/Policies

Participation from students regularly is encouraged. There are optional critical thinking exercises that are not required. Students are encouraged to participate in those, and to research 21st Century Policing programs in practice, as regular exposure to course content will result in a better chance at successful completion of the course.

The only required assignments in this course are the pre-test, the posttest, and the project. While pre-tests are required to pass the course, the grade does not count toward your final grade. A grade of 80% or higher is required on a posttest. You have 3 attempts to achieve a grade of 80% or higher. Aside from the tests, there is one required course project that each student is required to participate in and an 80% or higher is required.

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/oneStopShop/undergraduateAdmissions/studentGuidebook.aspx>

Students should also consult the Rules of Netiquette for more information regarding how to interact with students in an online forum: <https://www.britannica.com/topic/netiquette>

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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>

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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>

[Graduate Student Academic Dishonesty 13.99.99.R0.10](#)

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

Students with Disabilities-- ADA Statement

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 162

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

Fax (903) 468-8148

Email: studentdisabilityservices@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 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.

Campus Concealed Carry Statement

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Texas Senate Bill - 11 (Government Code 411.2031, et al.) authorizes the carrying of a concealed handgun in Texas A&M University-Commerce buildings only by persons who have been issued and are in possession of a Texas License to Carry a Handgun. Qualified law enforcement officers or those who are otherwise authorized to carry a concealed handgun in the State of Texas are also permitted to do so. Pursuant to Penal Code (PC) 46.035 and A&M-Commerce Rule 34.06.02.R1, license holders may not carry a concealed handgun in restricted locations.

For a list of locations, please refer to the [Carrying Concealed Handguns On Campus](#) document and/or consult your event organizer.

Web url:

<http://www.tamuc.edu/aboutUs/policiesProceduresStandardsStatements/rulesProcedures/34SafetyOfEmployeesAndStudents/34.06.02.R1.pdf>

Pursuant to PC 46.035, the open carrying of handguns is prohibited on all A&M-Commerce campuses. Report violations to the University Police Department at 903-886-5868 or 9-1-1.

COURSE OUTLINE / CALENDAR

Suggested Timeline*

Module	Topic	Activities
1	Overview of Procedural Justice	Pre-test , readings.
	Overview of Procedural Justice	Presentation, videos, critical thinking.
2	Internal Procedural Justice	Presentation, critical thinking exercise.
	Internal Procedural Justice	Activity
3	Procedural Justice & The Community	Readings, videos.
	Procedural Justice & The Community	Presentation, Critical Thinking.
	Procedural Justice & The Community	Activity
	All	Review and Post-Test
	Course Project	Submit project

***All submissions should be turned in prior to the end of the last day of the term.**

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