



# **TAB CJCB 309: Procedural Justice**

## **COURSE SYLLABUS**

### **Spring 2020**

### **INSTRUCTOR INFORMATION**

Instructor: Lloyd E. Whelchel  
Office Location: By Appointment  
Office Phone: 817-791-0330  
University Email Address: Lloyd.Whelchel@tamuc.edu  
Preferred Form of Communication: **Email/Call/Text**  
Communication Response Time: 24 hours 7 days a week

### **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.

**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.

*The syllabus/schedule are subject to change.*

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.

## **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.

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## **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.

### **Assignments**

There are two assignments for this course, which will be graded on a pass/no-pass basis. Passing scores on each assignment are required for course completion.

### **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	100
Post Test	100
Total points	200

### **Final Grade Calculation**

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

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## Final Project Rubric

<b>Learning Outcomes</b>	<b>Exceptional 16 – 20 points</b>	<b>Average 6 – 12 points</b>	<b>Developing 0 – 9 points</b>
Ability to apply the four pillars of procedural justice to police agencies' current practices.	Student masterfully prepared a thorough wellness plan that demonstrates depth and exhaustive discussion of whole officer model	Student has prepared an acceptable wellness plan, but discussion and/or alignment with whole officer model is not clear.	Student has not prepared a complete project. Multiple pillars of procedural justice are seriously lacking.
Student presents ability to communicate suggestions for relevant procedural justice initiatives, policies and programs as they apply to police agencies.	Student articulated information and suggested goals are specific, measurable, attainable, relevant, time-based.	Student's information applied 3 of the 4 pillars and/or are notably deficient in a single area.	Student's was unable to provide communicate suggestions for relevant initiatives, policies and programs as they apply to police agencies.
Able to articulate how internal and external procedural justice components are linked.	Student masterfully prepared a thorough review of both internal and external procedural justice.	Student has prepared an acceptable review internal and external procedural justice without a clear link between the two.	Student was not able to provide a clear articulation on the link between internal and external procedural justice
<b>Overall Score</b>			
<b>Faculty Evaluation (Circle one):</b>	<b>Proficient (80 or more points, threshold is 80%)</b>	<b>Average (between 70 and 79 points)</b>	<b>Developing (less than 70 points)</b>

## 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>

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LMS Browser Support:

[https://documentation.brightspace.com/EN/brightspace/requirements/all/browser\\_support.htm](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](mailto: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>

### **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**

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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 21<sup>st</sup> 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).  
<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>

### **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](#)

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<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](mailto: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**

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.

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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	<b>Pre-test</b> , readings.
	Overview of Procedural Justice	Presentation, videos, critical thinking.
2	Internal Procedural Justice	Presentation, critical thinking exercise.
	Internal Procedural Justice	Assignment
3	Procedural Justice & The Community	Readings, videos.
	Procedural Justice & The Community	Presentation, Critical Thinking.
	Procedural Justice & The Community	Assignment
	All	<b>Review and Post-Test</b>
	Course Project	Submit project

\*All submissions should be turned in by the end of the last day of the term.

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