

Overview of the Criminal Justice System (CJUS 299)

Room: ADMIN 3-95

**Hybrid Course: Held online and on
Wednesday evenings from 6:00 to 8:45 p.m.**

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Office Hours: 1) Monday: 9:00 to 11:00 a.m., 2) Tuesday: By Appointment, 3) Wednesday: 3:00 to 6:00 p.m., 3) Thursday: By Appointment, 4) Friday: By Appointment.

**Office Hours: My office hours are listed at the site below:
http://www.ulm.edu/criminaljustice/faculty_1.html.**

Course Description: A capstone course for the integration of knowledge concerning the criminal justice system and criminal law with some attention to current legal issues in law enforcement and corrections. This is a 1 credit hour course. **Course Prerequisites/Corequisites:** **Restricted to students receiving the Associate of Arts Degree in Criminal Justice. Registration is required during the semester in which the degree is to be received.**

Course Objectives:

- Evaluate the role of the courts in shaping both substantive law and procedural law relating to the criminal justice professional, *demonstrated by obtaining passing scores on related essay-based assignments and objective examinations.*
- Analyze the relationship of the courts to the criminal justice system when establishing legal standards applicable to the professional practice of criminal justice, *demonstrated by obtaining passing scores on related essay-based assignments and objective examinations.*

- Evaluate past, present, and future trends pertaining to the development and operation of institutional and community-based corrections, *demonstrated by obtaining passing scores on related essay-based assignments and objective examinations.*
- Evaluate past, present, and future trends pertaining to the development and operation of the field of law enforcement, *demonstrated by obtaining passing scores on related essay-based assignments and objective examinations.*
- Evaluate past, present, and future trends in the interface between components of the criminal justice system and criminal justice connections with the surrounding society, *demonstrated by obtaining passing scores on related essay-based assignments and objective examinations.*

Course Core Content Areas:

- | | |
|-----------------------------|--------------------|
| 1) Corrections | 2) Criminal Law |
| 3) Legal Aspects | 4) Law Enforcement |
| 9) Criminal Justice Systems | |

Course Text: Schmalleger, F. (2005). *Criminal Justice Today* (8th Ed.). Upper Saddle River, NJ: Prentice Hall.

Instructional Methods: This course will be delivered in both an online and traditional classroom instructional format. It is expected that roughly half of the course will be provided through online instruction. Classroom activities will consist of instructor lectures as well as group presentations given by class members. In addition, students will maintain an ongoing “discussion” each week in response to questions that are presented by the instructor during the class meetings. The “discussion board” section of the course Blackboard website will be used extensively for this purpose. Students will likewise be responsible for completing weekly on-line quizzes of the course material via blackboard.

Student Introductions & Syllabus Quiz: During the first week of the semester students must post a personal introduction to the Discussion Board and they must also complete a short quiz (located on the blackboard site under Assignments) over the syllabus for this course. These two assignments are intended to familiarize the student with the blackboard component of the course while also allowing everyone to become acquainted with one another.

Assessment and Synthesis Project: During **week two**, students will demonstrate their understanding of the purpose and importance of the capstone course. You are to complete an essay response that explains how assessment of student learning can help to ensure the competence of future practitioners in the field of criminal justice. In addition, you must also explain how this fundamental knowledge can impact future policies and practices in the criminal justice field. Lastly, you must explain how evidenced-based outcome assessment allows

educators to arrive at reasoned decisions regarding further development of the professional practice of criminal justice. Lastly, you must explain what is meant by “synthesizing” the nine content areas of the ACAT and the various courses in your criminal justice curriculum. Each separate function exists within a broader system and one component affects the other. You must explain how and why this is so. In addition, you must explain how this course will enable you to achieve this type of problem-solving.

Students must provide a minimum of **1,800 words** but may NOT exceed a total word count of **2,800 words** of **their own original written content**. Note that in meeting the minimum word count, block quoted or otherwise borrowed material is excluded and therefore does not contribute to the minimum count. **However, block quoted or borrowed material DOES count toward the maximum word count restriction.** All responses must be double spaced, in Times New Roman 12-font. **Students will meet in class during week two** and will share their work with a partner. Each will be required to grade the other person’s work in class using the rubric above. Roughly 45 minutes will be provided for grading. Students will return the graded paper to their partner. After this, the instructor will require each student to explain the answers that they provided to the assignment, the feedback that was provided by their grader, and their own reaction to that grade. **Note that students must bring a hard copy of the assignment to class for their partner to grade AND students must e-mail an electronic copy to hanser@ulm.edu at 11:59 p.m. on the evening before (11:59 p.m. on Monday night) so that the instructor can grade the student’s assignment electronically.**

Discussion Board Assignments: These assignments are designed to accomplish two key goals of the course. These goals are as follows:

- 1) To examine and appraise the **writing ability** of each student.
- 2) To encourage academic dialogue between class participants.

These assignments are (On Blackboard course menu click on COMMUNICATION, then click on DISCUSSION) given throughout the semester and allow the student to demonstrate their understanding of the assigned material in an open-ended essay format. There are FIVE (5) discussion board assignments for CJUS 299 students. **Postings must be from 250 to 350 words in length and are due by 11:59 on Sunday at the end of the week that they are assigned.** Do note that the posting must be provided by midnight of the due date or the student will receive no credit for the submission.

Likewise, students will need to respond to the postings of other students. Each student should provide at least two other postings to their fellow class members if they expect to gain full credit for the week.

The instructor will post each question(s) the night prior to the beginning of the week. Students will only have 7 days to respond to the questions or issues

presented. Students will not be allowed to progress ahead of the class schedule with weekly assignments. Also, there will be no exceptions to the timely completion of the weekly Discussion Board assignments.

Group Project: Students will be required to participate in an assigned group project. The assignment will allow the professor to assess the ability of each student or **orally present** the material and to demonstrate both their knowledge of the material and their ability to convey this knowledge through the **speaking process**. The professor will determine decisions regarding the assignment of the group and the topic that the group will present.

There will be 2 to 3 persons per group. Each group project should last around 30 minutes.

Note that **ALL members of the group MUST speak** and present on the material assigned to the group. Each student's grade will be determined by both their individual and their group performance.

Also note that each group **MUST** prepare a power-point outline to serve as a visual aid and must have hardcopies of the power-point outline for each class participant. There will be absolutely no exceptions to this requirement and groups not completing this requirement will receive a **ZERO** on the entire assignment.

Individual students must demonstrate that they know and understand the material that they are presenting.

Group Discussion Assignments: These assignments are designed to encourage interaction between the class participants. The first student to post an answer to the given weekly discussion will simply provide their answer. All subsequent students must not only post their answer, but must also provide some form of response to at least two other postings made by other students. Feedback on at least two previous postings is required, and of course students should avoid ridicule or sarcasm when giving their opinion. Student submissions will be graded on quality and quantity of postings that are submitted during the week that they are assigned. All students should post their answers on the Discussion Page (On Blackboard course menu click on COMMUNICATION, then click on DISCUSSION to post your answer). **Note that there are five Group Discussion Assignments throughout the semester.**

Also note that the instructor will monitor the discussion throughout the week, the instructor will reserve comments until the end of the week and will often simply provide an overview or re-cap of this discussion.

Students will only have 7 days to respond to the questions or issues presented. Students will not be allowed to progress ahead of the class schedule with weekly assignments. Also, there will be no exceptions to the timely completion of the weekly Class Debate assignments.

Quizzes & Exams: There will be ten (10) quizzes at various points of the semester over weekly material that is presented. Each quiz will be given to the student on-line via blackboard and will

have a specified due date. Students will be given one week only to complete the quiz. Failure to complete the quiz by the end of the week that it is assigned will result in a grade of zero for that course.

There will also be two (2) exams consisting of multiple choice and true/false questions. The first exam is a practice ACAT exam and is graded and calculated within the student's overall grade.

Please note that the ACAT practice exam becomes Available on BLACKBOARD November 14th, 2008 and closes at 11:59 p.m. on November 18th, 2008.

The second exam is the ACAT and students must take this test to successfully complete the course. **The ACAT Exam will be given on November 19th, 2008 at 6:00 p.m. in ADMN 3-95.** It is important that students ensure that all questions are completed and that they demonstrate that they have checked each answer that they provide. A subsample of 25 questions will be selected by the instructor to serve as an internal course check on student learning. Upon completion of the ACAT, Students will be given a separate answer page which corresponds to their ACAT answer page. Students will transcribe their responses from the original ACAT answer page to the subsample answer page and submit this to the instructor. Students will be given a grade for the identified subsample that will count toward their overall grade in the course.

Please do note that some students have found it necessary to use 2 or more hours to complete this exam. You should make preparations in advance to stay as late as necessary to fully complete this exam.

Final Exam: Students will also be given an all essay Final Exam. This test will consist of 3 basic questions (33% each) that require the student to demonstrate their learning process when preparing for the ACAT throughout the semester. This test serves as a test of the student's writing ability and creative thought processing. This introspective assignment encourages the student to further reflect on what they have learned throughout the semester from their experience in this capstone course. **Final Exams will be e-mailed to students on December 2nd by 6:00 p.m., Students must submit essay answers via e-mail (hanser@ulm.edu) no later than 6:00 noon of December 4th, 2008.**

Course Grading Structure:

A student's overall course grade will be determined and weighted according to the following composition:

Online Introduction

& Syllabus Quiz **1.0%** (Introduction is worth 1% and the Syllabus Quiz is worth 3%)

Assessment & Synthesis Project **4.0%** (First part completed as homework during week 1; the second part completed in class during week two)

Fifteen Quizzes **37.5%** (15 quizzes worth 2.5% each)

Group Project Presentation **10.0%** (half or 5 percent is derived from the group grade, the other 5 percent is based on individual performance and is designed to test student's speaking and presentation ability)

Discussion Board Assignments **5.0%** (5 assignments worth 2% each)

Group Discussion Assignments **5.0%** (5 group discussions on various elements of the core content designed to encourage writing and collaborative dialogue among class participants. Each assignment is worth 1% each)

Practice ACAT exam **11.5%** (this exam is given on-line via blackboard)

ACAT Exam **25.0%** (this component of your grade is determined by taking the ACAT and thoroughly documenting the responses that you provide after completion of the ACAT)

Final Exam **1.0%** (essay take-home exam to further test student's writing ability coupled with brief student presentation to further assess oral ability)

100%

Course Grading System: The final course grade, as well as all tests, papers and projects assigned throughout the semester, will be based on the typical letter grade system as follows:

A = 90 - 100

B = 80 - 89

C = 70 - 79

D = 60 - 69

F = 59 & Below

Attendance and Participation: Students will not be given points for attendance. Students having more than 3 unexcused absences will be reported to the Dean of the College of Arts & Sciences.

Midterm Grades: Please note that midterm grades will be reported based on your scores. They will remain on the Arrow System for roughly 2 weeks for all students to view. They will be reported through the Arrow System similar to your final grade. Please note that unlike your final grade, the midterm grade is simply used for your benefit to provide you with a preliminary indicator of your class progress. It is not a final grade, simply an informative tool to check your progress.

Class Policies and Procedures:

- **General Policies:** All policies stated in the current ULM *Student Policy Manual & Organizational Handbook* will be followed (see <http://www.ulm.edu/studentpolicy/>).
- **Participation Policy:** A large portion of this class will be drawn from the participation of class members during discussions related to assigned readings. Attendance will be taken during most, if not all class meetings. If you must miss class, it is your responsibility to obtain any notes or materials covered during that class date. Any student who misses an excessive number of classes will be reported to the appropriate dean.
- **Makeup Policy:** A student that presents a valid excuse from a medical practitioner, a funeral director, a university administrator, a court, or other official that certifies the legitimacy of an absence from class when an examination was given, will be allowed to take a makeup exam(s) for the exam(s) missed. All makeup exams will be given on **December 6th, 2007**. Also note that in all cases, the instructor reserves the right to use his discretion in granting permission to take makeup exams.
- **Academic Integrity:** Faculty and students must observe the ULM published policy on Academic Dishonesty (see Page 4 in ULM *Student Policy Manual* -- <http://www.ulm.edu/studentpolicy/>).

Final Drop Date: Final date for dropping courses or resigning from the University is October 22nd, 2008; a "W" grade is issued.

One last point: Students are expected to already know the material that we cover from the core content areas since this capstone is taken during the semester that they graduate. Generally, students should have all of their primary criminal justice courses completed and they should have their research methods and statistics course completed, PRIOR to enrolling for this course. Students may take this course without completing such coursework, but they do so at their own informed discretion.

Students will not learn the material but will instead be expected to integrate the material and apply it to application-based problem solving assignments.

Course Schedule: The instructor reserves the right to adjust the schedule as needed.

WEEK ONE (BEGINS AUGUST 18TH):

In-Class Meeting #1

Introduction – discuss unique nature and purpose of this course

Assign Groups and Group Topics

Ensure that quizzes and blackboard assignments are understood

- 1. Students complete their online personal introduction and the syllabus quiz**
- 2. Complete Discussion Board Assignment # 1**
- 3. Complete Text Site Chapter 1 Quiz (multiple choice), Chapter 1 Test, and Chapter 2 Quiz (multiple choice) found at:**

<http://www.cjnowonline.com/cjnowonline9e/toc/index.html>.

- 4. Assessment and Synthesis Project is Assigned:** Note that students must bring a hard copy of the assignment to class during week two for their partner to grade AND students must e-mail an electronic copy to hanser@ulm.edu at 11:59 p.m. on the evening before (11:59 p.m. on Monday night) so that the instructor can grade the student's assignment electronically.

WEEK TWO (BEGINS AUGUST 25th):**In-Class Meeting #2**

Law Enforcement (online)

- 1. Complete Discussion Board Assignment # 2**
- 2. Complete Text Site Chapter 5 Quiz (multiple choice), Chapter 6 Quiz (multiple choice), and Chapter 6 Test found at:**

<http://www.cjnowonline.com/cjnowonline9e/toc/index.html>.

- 3. Assessment and Synthesis Project:** In-class component of this assignment is completed this week on 1-22-2008.

**WEEK THREE (BEGINS SEPTEMBER 1st):
All Online This Week**

Corrections

- 1. Complete Discussion Board Assignment # 3**
- 2. Complete Text Site Chapter 12 Test, Chapter 13 Test, and Chapter 14 Test found at:**

<http://www.cjnowonline.com/cjnowonline9e/toc/index.html>.

**WEEK FOUR (BEGINS SEPTEMBER 8th):
All Online This Week**

Legal Aspects

1. Complete Discussion Board Assignment # 4
2. Complete Text Site Chapter 7 Quiz (multiple choice), Chapter 7 Test, and Chapter 8 Test found at:

<http://www.cjnowonline.com/cjnowonline9e/toc/index.html>.

**WEEK FIVE (BEGINS SEPTEMBER 15th):
All Online This Week**

Criminal Law

1. Complete Discussion Board Assignment # 5
2. Complete Text Site Chapter 4 Quiz (multiple choice), Chapter 4 Quiz (true/false), and Chapter 4 Test found at:

<http://www.cjnowonline.com/cjnowonline9e/toc/index.html>.

WEEK SIX (BEGINS SEPTEMBER 22ND)

IN CLASS MEETING #3

Meet from 6:00 to 8:45 p.m.

Group 1 present on CJ Overview
Group 2 present on Law Enforcement
Group 3 present on Corrections
Group 4 present on Legal Aspects
Group 5 present on Criminal Law

WEEK SEVEN (BEGINS SEPTEMBER 29th) All online this week.

CJUS 299 NO CLASS

Group Discussion Assignment 1

**WEEK EIGHT (BEGINS OCTOBER 6th):
All Online This Week**

FALL BREAK THIS WEEK

**WEEK NINE (BEGINS OCTOBER 13th):
All Online This Week**

CJUS 299 NO CLASS

Group Discussion Assignment 2

**WEEK TEN (BEGINS OCTOBER 20th):
All Online This Week**

CJUS 299 NO CLASS

Group Discussion Assignment 3

**WEEK ELEVEN (BEGINS OCTOBER 27th):
All Online This Week**

CJUS 299 NO CLASS

Group Discussion Assignment 4

WEEK TWELVE (BEGINS NOVEMBER 3rd)
All Online This Week

CJUS 299 NO CLASS

Group Discussion Assignment 5

WEEK THIRTEEN (BEGINS NOVEMBER, 10th)

ACAT Practice Exam is Available on MOODLE November 14th, 2008 and closes at 11:59 p.m. on November 18th, 2008.

WEEK FOURTEEN (BEGINS NOVEMBER 17th)

IN CLASS MEETING #7

Students take the ACAT on 11-19-2008 at 6:00 p.m.

WEEK FIFTEEN (BEGINS NOVEMBER 24th): All Online This Week

THANKSGIVING BREAK

WEEK SIXTEEN (BEGINS DECEMBER 1st)

Final Exam Week. Students are to complete their Final Exam. The final exam will be e-mailed to students on December 02 2008 by 6:00 p.m.; The Final Exam must be sent to Hanser@ulm.edu no later than 12:00 noon of December 4th, 2008.

Final Exams are Due on 12-4-2008 by 12:00 Noon.

“What I Learned from Preparing for the ACAT”
Instructor will provide questions and criteria via e-mail to students on December 2nd, 2008 by 6:00 p.m., Students must submit essay answers via e-mail (hanser@ulm.edu) no later than 12:00 noon of December 4th, 2008.

The instructor reserves the right to adjust the schedule as needed.