

Overview of the Criminal Justice System (CJUS 299)

Spring Semester 2006

Room: ADMIN 2-48

Hybrid Course

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

Professor: Dr. Robert Hanser

Office Number: Stubbs #208

E-mail: hanser@ulm.edu

Office Phone: (318) 342-1443

Office Hours: 1) Mondays & Wednesdays from 3:00 p.m. to 5:30 p.m. 2) Tuesdays & Thursdays from 11:00 a.m. to 12:30 p.m. & 2:00 p.m. to 3:00 p.m. 3) Friday: By appointment only.

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 Objectives: The student will demonstrate intricate familiarity with the various facets of the criminal justice system in America. The student will likewise develop an understanding of the interlocking relationships between the various components of the criminal justice field. This course is designed as a capstone course for students pursuing the two-year Associate of Arts degree in criminal justice.

Course Core Content Areas:

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|-----------------------------|--------------------|
| 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.

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 roughly 4 persons per group. Each group project should last around 40 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.

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 **Class Debate assignments.**

Quizzes & Exams: There will be five (5) 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 April 15th, 2006 and closes by 11:59 p.m. of May 1st, 2006.**

The second exam is the ACAT and students must take this test to successfully complete the course. 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 student worksheet will be given for each student during the time of the test to document the fact that the student has actually considered the answers that they provide). Upon completing their ACAT exam, students should be ready to transcribe their answers to this worksheet to demonstrate their conscious decision regarding their test-item responses. Additional time (beyond the normal testing time limit) for this component of the assignment will be provided by the instructor to ensure that the student's test-taking opportunity is not impaired.

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 Final Exam will be e-mailed to students on May 3rd of 2006 and students must e-mail their responses to the instructor by 11:59 p.m. of May 9th, 2006. 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. Likewise, the instructor is able to maintain the student's submission in his own electronic database where an "Electronic Learning Portfolio" of the student's written work will be maintained.

The professor will e-mail the written component of the Final Exam to all students on May 1st, 2006. Students must e-mail their Final Exam responses to hanser@ulm.edu by 11:59 p.m. of May 3rd, 2006.

Course Grading Structure:

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

Online Introduction & Syllabus Quiz	4%	(Introduction is worth 1% and the Syllabus Quiz is worth 3%)
Five Quizzes	15%	(5 quizzes worth 3% each)
Group Project Presentation	20%	(half or 10 percent is derived from the group grade, the other 10 percent is based on individual performance and is designed to test student's speaking and presentation ability)
Discussion Board Assignments	10%	(5 assignments worth 2% each)
Group Discussion Assignments	20%	(5 group discussions on various elements of the core content designed to encourage writing and collaborative dialogue among class participants. Each assignment is worth 4% each)
Practice ACAT exam	10%	(this exam is given on-line via blackboard)
ACAT Exam	11%	(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	10%	(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 that are current during mid October. 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.

Final Drop Date: Please note that the last day to officially drop a class is March 29th, 2006.

Makeup policy for exams: Typically, there will be no make-up exams for this course. All quizzes and exams are given on-line and students are allowed to take the quizzes and exams whenever it is most convenient for their own personal schedule. Regardless of personal emergencies, students should have sufficient time and flexibility to arrange their social responsibilities around their academic obligations. If a situation should arise where a student believes that a make-up exam is justified, such a determination will be based solely upon the discretion of the professor.

There will also be no opportunity for make-up of group projects. Students must make a point to be in attendance for their group project or they will receive a default grade of zero. If a situation should arise where a student believes that a make-up exam is justified, such a determination will be based solely upon the discretion of the professor.

Course Schedule:**Week One (Begins Jan. 16)****January 18**

Introduction – discuss unique nature and purpose of this course

Assign Groups and Group Topics

Ensure that quizzes and blackboard assignments are understood

Students complete their **online personal introduction** and the **syllabus quiz****Week Two (Begins Jan. 23)****All Online This Week**

Introductory Overview of CJ System

Complete Discussion Board Assignment # 1**Complete Quiz One****Week Three (Begins Jan. 30)****All Online This Week**

Law Enforcement

Complete Discussion Board Assignment # 2**Complete Quiz Two**

Week Four (Begins Feb. 6)

February 08

Lecture: Corrections

Complete Discussion Board Assignment # 3

Complete Quiz Three

Week Five (Begins Feb. 13)

February 15

Lecture: Legal Aspects

Complete Discussion Board Assignment # 4

Complete Quiz Four

Week Six (Begins Feb. 20)

All Online This Week

Criminal Law

Complete Discussion Board Assignment # 5

Complete Quiz Five

Week Twelve (Begins Apr. 03)**CJUS 299 NO CLASS****Group Discussion Assignment 4****Week Thirteen (Begins Apr. 10)****CJUS 299 NO CLASS****Group Discussion Assignment 5**

ACAT Practice Exam is Available on Blackboard April 15th, 2006 and closes by 11:59 p.m. of April 25th, 2006.

Week Fourteen (Begins Apr. 17)

April 19

Spring Break**Week Fifteen (Begins Apr. 24)**April 26th

Students take the ACAT on this date.

Week Sixteen (Begins May 01)

May 3rd

Instructor e-mails written component of the Final Exam to all students on May 1st. Students must e-mail their Final Exam responses to hanser@ulm.edu by 11:59 p.m. of May 3rd, 2006.

Test Three Final Exam All Essay

“What I Learned from Preparing for the ACAT”
Instructor will provide questions and criteria via e-mail to students on May 1st, Students must submit essay answers via e-mail (hanser@ulm.edu) no later than 11:59 p.m. of May 3rd, 2006.