



Course Syllabus

Title: Introduction to Criminal Justice **Semester:** Spring 2017
Catalog Number: CJUS-105-02 **Credit Hours:** 3 **Contact Hours:** 45
Offered: Monday and Wednesday 12:00 am-1:15am, Howe 105
Professor: Thomas P. Joyce Jr. **Phone:** (207) 741-5551
Email: tjoyce@smccme.edu **Office Hours:** Flexible and by appointment

Course Description

This course examines the major components of the Criminal Justice System - law enforcement, courts and corrections - including historical and social perspectives; the roles and functions of the various agencies; theories on crime and behavior and the processes involved in the administration of justice.

Learning Objectives

Upon the successful completion of this course, the student will be able to:

1. Describe the agencies of justice, the formal justice process, and the concept of the informal justice system, which involves discretion, deal making and plea-bargaining.
2. Develop awareness for how justice policy is shaped.
3. Describe the nature and extent of crime and victimization.
4. Demonstrate an understanding of the relationship of criminal law to the justice system and the historical development and role of law enforcement in the United States.
5. Define the role and inter-relationships of the police, courts, and correctional system components of the criminal justice system.
6. Demonstrate understanding of the state and federal court systems.
7. Define the basic terminology of civil and criminal law.
8. Identify and demonstrate knowledge of basic constitutional rights.
9. Demonstrate an understanding of the punishment philosophy in the United States.
10. Demonstrate an understanding of the community supervision of offenders.
11. Identify career opportunities in the criminal justice field.

(In addition, see the "Learning Objectives by Chapter" handout found on the course website.)

Course Topics (Presented in the order as listed)

Part I: THE NATURE OF CRIME, LAW, AND CRIMINAL JUSTICE.

1. Crime and Criminal Justice.
2. The Nature of Crime and Victimization.
3. Criminal Law: Substance and Procedure.

Part II: THE POLICE AND LAW ENFORCEMENT.

4. Police in Society: History and Organization.
 5. The Police: Role and Function.
 6. Issues in Policing: Professional, Social, and Legal.
- Part III: COURTS AND ADJUDICATION.
7. Courts, Prosecution, and the Defense.
 8. Pretrial and Trial Procedures.
 9. Punishment and Sentencing.
- Part IV: CORRECTIONS AND ALTERNATIVE SANCTIONS.
10. Community Sentences: Probation, Intermediate Sanctions, and Restorative Justice.
 11. Corrections: History, Institutions, and Populations.
 12. Prison Life: Living in and Leaving Prison.
- Part V: CONTEMPORARY ISSUES IN AMERICAN CRIMINAL JUSTICE.
14. Criminal Justice in the New Millennium.

Course Requirements

All students are required to take charge of their own learning. The professor will work with all students to help ensure they successfully complete the course. Students must periodically review and comply with the “Key to Academic Success”.

Key to Academic Success!!!

1. I will attend class regularly and arrive to class on time.
2. I will treat others with courtesy, respect and how I would like to be treated. I will respect and attempt to understand the opinions of others.
3. I will bring all required materials to class (i.e. notebooks, workbook, textbook, assignments due)
4. I will be attentive in class.
5. I will participate in whole class and group discussions.
6. I will complete my assignments on time.
7. I will ask questions when I do not understand the material.
8. I will take notes in class.
9. I will study for quizzes and examinations.
10. I will be honest (avoiding plagiarism, cheating)
11. I will reflect on how I could make improvements to my learning.
12. I will seek out my professor or advisor if I am having difficulty with my course(s).
13. I will meet the learning objectives of each chapter.
14. I will recognize this course syllabus as a contract that I must abide by to ensure my academic success.

Work Outside of the Classroom

All students should be prepared to spend a minimum of two hours on out of class preparation for each hour of classroom instruction.

This preparation will include but not limited to review of lecture notes, completion of reading assignments, studying of course materials and completion of class projects/papers as assigned.

Required Materials

- **Textbook/Resources**

Essentials of Criminal Justice authored by Larry J. Siegel, 10th edition with Mindtap Bundle, ISBN- 9781337150170 (unbound printed book & digital access)

OR

ISBN # 9781305640306 (digital access only)

Grading

Course Grade:

A	93-100	A-	90-92.9		
B+	87-89.9	B	83-86.9	B-	80-82.9
C+	77-79.9	C	73-76.9	C-	70-72.9
D+	67-69.9	D	63-66.9	F	0-62.99

“I” Grade: A temporary grade of “I” may be given when a student has, *due to extraordinary circumstances*, failed to complete all required course work by the end of the semester. This assumes that the student has made a consistent and persistent effort up to the point the “circumstances” occurred and that most course work has been completed. The remaining work must be completed and a new grade submitted by the mid-point of the semester following receipt of the “I” grade. An “I” grade which is not changed during this period automatically becomes an “F”.

Calculation of the course grade:

Quizzes (30%)

Quizzes will cover the chapter reading, lecture material and classroom discussions.

Tentative Quiz Schedule:

- Quiz 1 Chapter 1 February 6th
- Quiz 2 Chapter 2 February 13th
- Quiz 3 Chapter 3 February 22nd
- Quiz 4 Chapter 4 March 1st
- Quiz 5 Chapter 5 March 8th
- Chapter 6 covered on the mid-term examination.

Mid-term examination (30%)

March 22nd, part one. March 27nd, part two due.

- Quiz 6 Chapter 7 April 3rd
- Quiz 7 Chapter 8 April 10th
- Quiz 8 Chapter 9 April 19th
- Quiz 9 Chapter 10 April 26th
- Quiz 10 Chapter 11 May 3rd
- Quiz 11 Chapter 12 (Posted May 3rd, take home quiz- answers emailed to Professor by 3PM May 5th. Answer key posted on course-page by 5PM.)
- Chapter 13 (Skip)
- Quiz 12 Chapter 14 covered on the final examination

Final examination (30%)

May 8th, part one, May 10th, part two due.

There will be no make-up quizzes given. The professor drops the lowest quiz grade before calculating the average of the quiz scores.

Only under extraordinary circumstances and at the discretion of the professor will a student be allowed to take a missed examination. In the event that the class is cancelled, the scheduled quiz or examination will be given at the next class meeting.

Written assignments (10%)

Students will complete five critical thinking written assignments. Each assignment is worth 2% of the course grade. No partial credit is given. Critical thinking work will be graded credit 2% or no credit. (See the grading rubric on the course website and the handout provided. The rubric gives the student the requirements of the written assignments and provides the criteria for grading.)

Assignments will be typed and sent as an attachment to the email. The written assignment must be sent as a Microsoft Word document file. Students must use their SMCC email account. Students will give the course (CJUS-105) and assignment on the topic line of the email message. Students will email their assignments to the professor prior to class on the date due. No credit will be given for late assignments. The professor will send a reply message that the assignment was received. A scoring rubric will be given in class to those students who turned in an assignment.

Students may submit their written assignment for review no less than one week prior to the due date. The instructor will provide feedback and the student can make any needed corrects before the paper is submitted for grading.

Critical thinking written assignments involve:

- exhibiting previously learned material by recalling facts, terms, basic concepts and answers.
- demonstrating understanding of facts and ideas by organizing, comparing, translating, interpreting, giving descriptions and stating main ideas.
- solving problems by applying acquired knowledge, facts, techniques and rules in a different way.
- examining and breaking information into parts by identifying motives or causes; making inferences and finding evidence to support generalizations.
- compiling information together in a different way by combining elements in a new pattern or proposing alternative solutions.
- presenting and defending opinions by making judgments about information, validity of ideas or quality of work based on a set of criteria.

Requirements:

Keeping those points in mind, you are to write clear, detailed, answers to all written assignments. Give specific reasons for your opinions; site information from textbooks, classroom lectures, discussions, and your own experiences when appropriate to support your answers. Review the rubric on the course website and the handout provided. The rubric gives the specific grading criteria.

Due dates and topics for the written assignments are as follows:

***1st written assignment is due on February 22nd.**

Select from the following assignments:

Chapter 1...Criminal Justice and Technology: Read the article on page 23 in your text and answer critical thinking questions 1 and 2 only.

Chapter 2... Part 1: Visit the Federal Bureau of Investigation website the area dealing with Crime Statistics and UCR Data. The link <https://www.fbi.gov/about-us/cjis/ucr/crime-in-the-u.s/2013/crime-in-the-u.s.-2013/cius-home>

Review the data under the heading "Offenses Known to Law Enforcement. Give three conclusions based on the data provided for violent crime, property crime and clearances.

Part 2: Go on the Internet and examine the Crime Analysis Unit section of a police department's website. What did you find particularly interesting and why? Did any information surprise you and why? Was there information not present that you expected to see?

Chapter 3...Contemporary Issues in Criminal Justice: Gun Control and the Constitution. Read the article beginning on page 76 and concluding on page 77 in your text and answer the two critical thinking questions at the end of the article.

Chapter 4... Body Cameras. Read the article on page 103 in your text and answer the three critical thinking questions at the end of the article.

***2nd written assignment is due March 20th.**

Select from the following assignments:

Chapter 5...Does Patrol Deter Crime? A Look at the Evidence. Read the article at the top of page 111 in your text and answer the two critical thinking questions at the end of the article.

Chapter 6...Police Stress. Research police stress on the web. Write a paper that focusses specifically on the differences between policing and other professions. Also, answer the question: What is it about police work that makes stress for cops "different?"

Chapter 7...Ethical Challenge. You are a defense attorney. How would you handle the situation? Your move! Read the scenario in the Ethical Challenge box at the top of page 178. Describe in detail how you would handle the situation. Also, answer the question given. Would it make a difference if your client told you that if he were set free, he might kill again?

***3rd written assignment is due April 19th.**

Select from the following assignments:

Chapter 8....Contemporary Issues in Criminal Justice: Strange Plea Agreements. Read the article at the bottom of page 191 in your text and then answer the two critical thinking questions at the end of the article.

Chapter 9....Reducing Wrongful Conviction. Read the article at the top of page 227 in your text and address the two critical thinking questions at the end of the article.

***4th written assignment is due May 1st.**

Select from the following assignments:

Chapter 10....Contemporary Issues in Criminal Justice: Treating Probationers with Cognitive Behavioral Therapy. Read the article on page 245 and 246 in your text and then answer the questions at the end of the article.

Chapter 11....Criminal Justice and Technology. Technocorrections: Contemporary Correctional Technology. Read the article on page 277 and then answer the two critical thinking questions at the end of the article.

***5th written assignment is due May 8th.**

Chapter 12....Contemporary Issues in Criminal Justice: Criminal Records and Reentry Success. Read the article on page 316 and answer the two critical thinking questions at the end of the article.

Chapter 14....Ethical Challenge: Controlling Terrorism. Read the Ethical Reflection article page 350 concerning the placement of tracking devices in every new computer. Write a paper discussing the pros and cons of employing such a device and identify questions you would want answered before such a device became standard equipment on home computers.

Course and College Policies

Attendance Policy

In order to meet the course learning objectives students must be present in the classroom to participate in the exploration and discussion of course content. Anymore than two absences regardless of the reason(s) will result in a (3) point deduction per absence from a student's final course grade calculation.

Being late to class three times regardless of the reason(s) will constitute one absence. Late means arriving once the professor has begun the class. The closed classroom door is a signal that the class has begun. Students arriving late will enter quietly through the rear or side door of the classroom. Students leaving while the class is in session will leave quietly through the same rear or side door.

It is the responsibility of each student to sign the class attendance sheet at the beginning of each class meeting. Failure to sign in will result in an absence being recorded in the student's attendance record.

Deductions will be made beginning January 24th 5 pm, the end of add/drop week.

A student who misses three classes in a row without notifying the professor prior to the missed classes or during the period the student is absent will be dropped from the course and not be permitted to return. Enrollment Services will be notified. It is then up to the student to go to Enrollment Services and formally withdraw from the course to prevent an adverse affect on the student's GPA.

Computers

The use of laptop computers for note taking only is permitted. Students will not use the Internet during class unless directed to do so by the professor. The professor will periodically check laptop note taking. Students found to be in violation of this policy will be prohibited from using their computer in class.

Cell phones

Cell phones will be turned off or the ringer silenced during class. Any student wishing to use a cell phone to speak or text someone must exit the classroom to do so.

Food and beverages

Beverages are permitted; eating of food is not permitted.

Student Code of Conduct:

All students are expected to be aware of and conform to the Student Code of Conduct. The Code can be found in the Student Handbook: The Compass.

End-of-Course Evaluation

Students complete evaluations for each course attended at SMCC. Evaluations are submitted online and can be accessed through the student portal. Students can access the course evaluations beginning one week before the end of classes. The deadline for submission of evaluations occurs Monday at 5 p.m. following the last day of the class. You will receive an e-mail to your student e-mail account when course evaluations are available.

ADA Syllabus Statement

Southern Maine Community College is an equal opportunity/affirmative action institution and employer. For more information, please call (207) 741-5798. If you have a disabling condition and wish to request accommodations in order to have reasonable access to the programs and services offered by SMCC, you must register with the Disability Services Coordinator, Sandra Lynham, who can be reached at 741-5923. Further information about services for students with disabilities and the accommodation process is available upon request at this number. Course policies about online testing are modified to suit each individual's accommodations.

SMCC Pay-for-Print Policy

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The College's pay-for-print system

monitors printing on all printers (including those in general access labs, library printers, Tutoring Services, Campus Center Lounge and technology labs). Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your account. Students can check the number of pages they have printed by using the Printing Balance tool available on SMCC computers (located in the lower right corner of the screen, near the clock). Departments with work study students who need to print documents for the department should contact the Help Desk at 741-5696 to have a special account set up. To find ways to reduce your printing charges, please go to the IT Help tab on My SMCC. If you have questions about the pay-for-printing policy or your printing charges, please contact the Help Desk at 741-5696 or send an e-mail to helpdesk@smccme.edu.

Refunds

Print jobs are eligible for a refund in the event of mechanical or electronic error on the part of the printer, print server, or software used to submit the job. Jobs are not eligible for a refund in cases where the job was not set up correctly, was submitted multiple times, or the student is not satisfied with the result. To request a refund, please bring the offending print to the IT Department in the basement of the Ross Technology Center. Refunds will be granted in the form of a credit to the student's account.

Add-Drop Policy

Students who drop a course during the one-week "add/drop" period in the fall and spring semesters and the first three days of summer sessions receive a 100% refund of the tuition and associated fees for that course. Please note any course that meets for less than the traditional semester length, i.e., 15 weeks, has a pro-rated add/drop period. There is no refund for non-attendance.

Withdrawal Policy

A student may withdraw from a course only during the semester in which s/he is registered for that course. The withdrawal period is the second through twelfth week of the Fall and Spring semesters and the second through ninth week of twelve-week Summer courses. This period is pro-rated for shorter-length courses, usually 75 percent of course meeting times; please check with the Registration Office. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Registration Office. This process must be completed either in person or by using SMCC e-mail accounts.

Plagiarism Statement

If an instructor suspects that a student has knowingly committed a violation defined in the Maine Community College System Policy on Student Grade Appeals and Academic Misconduct, the instructor has the authority to review the alleged misconduct and determine the grade that the student should receive for the assignment and the course. The instructor may assign a failing grade for the assignment or course and may require the student to complete additional work for the course. The instructor may consult with the department chair and/or the College's chief academic officer prior to making such decisions. If a student seeks to challenge an instructor's determination, the student should submit a grade appeal. Grade appeal forms are available in the Advising Office on the South Portland Campus or in the administrative offices in the Learning Commons on the Midcoast Campus. An instructor may also refer the matter to the College's disciplinary officer for review under the procedures of the MCCS Student Code of Conduct.