



Course Syllabus

Title: Introduction to Criminal Justice **Semester:** Fall 2015
Catalog Number: CJUS-105-04 **Credit Hours:** 3 **Contact Hours:** 45
Offered: Tuesday and Thursday 8:00 am-9:15am, 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.)

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** (1) Essentials of Criminal Justice authored by Larry J. Siegel, 9th edition
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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 September 17th

Quiz 2 Chapter 2 September 24th

Quiz 3 Chapter 3 October 1st

Quiz 4 Chapter 4 October 8th

Quiz 5 Chapter 5 October 14th

Chapter 6 covered on the mid-term examination.

Mid-term examination (30%) October 22nd, part one. October 27th, part two due.

Quiz 6 Chapter 7 November 3rd

Quiz 7 Chapter 8 November 10th

Quiz 8 Chapter 9 November 17th

Quiz 9 Chapter 10 November 24th

Quiz 10 Chapter 11 December 3rd

Quiz 11 Chapter 12 December 10th

Chapter 13 (Skip)

Quiz 12 Chapter 14 covered on the final examination

Final examination (30%) December 15th, part one, December 17th, 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. Critical thinking work will be graded credit/no credit. (See the grading rubric on the course website and the handout provided)

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.

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 October 1st .**

Select from the following assignments:

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

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 78 and concluding on page 79 in your text and answer the critical thinking questions at the end of the article.

Chapter 4.... Gunshot Locators. Read the article on page 107 in your text and answer the critical thinking questions at the end of the article.

***2nd written assignment is due October 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 116 in your text and answer the 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....Contemporary Issues in Criminal Justice. No-Drop Prosecution: Does it Work? Read the article at the top of page 180 in your text and then answer the critical thinking questions at the end of the article.

***3rd written assignment is due November 17th.**

Select from the following assignments:

Chapter 8....Contemporary Issues in Criminal Justice: Strange Plea Agreements. Read the article at the bottom of page 201 in your text and then answer the critical thinking questions at the end of the article.

Chapter 9....Ethical Challenge. The case of Carla. Read the article at the bottom of page 247 in your text and address the ethical challenge given at the end of the article.

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

Select from the following assignments:

Chapter 10....Contemporary Issues in Criminal Justice: Treating Probationers with Cognitive Behavioral Therapy. Read the article on page 261 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 294 and then answer the critical thinking questions at the end of the article.

***5th written assignment is due December 10th.**

Select from the following assignments:

Chapter 12....Contemporary Issues in Criminal Justice: Criminal Records and Reentry Success. Read the article that begins at the bottom of page 333 and concludes on page 334. Then answer the critical thinking questions at the end of the article.

Chapter 14....Ethical Challenge: Controlling Terrorism. Read the Ethical Reflection block on page 372 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. Any more 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 September 8 at 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 PM following the last day of the class. You will receive an email to your student email 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

Per Page Costs

Each semester students receive a \$20 printing credit. The balance resets at the end of the semester and any remaining credits are removed. The cost varies depending upon page size and whether printing is done in black and white or color.

- a. There is a \$0.10 per page fee for standard 8.5" by 11" black and white documents.
- b. The reverse sides of duplex (double-sided) documents are free.
- c. There is a \$.50 per page fee for standard 8.5" by 11" color documents.
- d. There is a \$.20 per page fee for 8.5" by 14" (legal) or 11" by 17" (tabloid) black and white documents.
- e. There is a \$1.00 per page fee for 8.5" by 14" (legal) or 11" by 17" (tabloid) color documents.

Duplex charges (printing on both sides of a page) work in the following fashion: One page is \$0.10, two pages are \$0.10, three pages are \$0.20, and four pages are \$0.20, etc.

The flipsides are free, but another sheet of paper is \$0.10. Please be aware that a document with any color at all (when printed to a color printer) will by default be printed in color. You are responsible for setting the print job to print black and white if you do not need color. For directions, please go to the IT Help tab in My SMCC.

How does it work?

The College's pay-for-print system monitors printing on all printers (including those in general access labs, library printers, the Academic Achievement Center, Noisy Lounge and technology labs). 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.

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.

Why is SMCC charging for printing?

The pay-for-print system is an effort to control escalating printing costs. Charging for printing helps offset the increasing cost of supplies and encourages students to conserve resources. 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 email to helpdesk@smccme.edu.

Be sure to log OUT of the system when you've finished your printing, to prevent unauthorized access to your 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. To withdraw from a course, a student must complete and submit the appropriate course withdrawal form, available at the Enrollment Service Center (no phone calls, please). The designation "W" will appear on the transcript after a student has officially withdrawn. A course withdrawal is an uncompleted course and may adversely affect financial aid eligibility. Failure to attend or ceasing to attend class does not constitute withdrawal from the course. There is no refund associated with a withdrawal.

Plagiarism Statement

Adherence to ethical academic standards is obligatory. Cheating is a serious offense, whether it consists of taking credit for work done by another person or doing work for which another person will receive credit. Taking and using the ideas or writings of another person without clearly and fully crediting the source is plagiarism and violates the academic code as well as the Student Code of Conduct. If it is suspected that a student in any course in which s/he is enrolled has knowingly committed such a violation, the faculty member should refer the matter to the College's Disciplinary Officer and appropriate action will be taken under the Student Code of Conduct. Sanctions may include suspension from the course and a failing grade in the course. Students have the right to appeal these actions to the Disciplinary Committee under the terms outlined in the Student Code of Conduct.

All students are encouraged to periodically review 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.