

**SYLLABUS**  
**CJ 261W-#70**  
**Introduction to Criminal Justice**  
**Fall Semester, 2007**



Instructor: Kristen Welch  
Office: C218  
Telephone: 294-3479  
Office Hours: M & W: 9:00-10:30 or by Appointment

Class Hours: MWF: 8-8:50  
Classroom: CJC A181  
Email: [stdklw16@shsu.edu](mailto:stdklw16@shsu.edu)

### **REQUIRED READINGS**

Schmallegger, F. (2007). *Criminal Justice Today: An Introductory Text for the 21<sup>st</sup> Century, 9<sup>th</sup> Edition*. Upper Saddle River, NJ: Prentice Hall.

Schmallegger, F. & Chermak, S. (2007) *Student Study Guide for Criminal Justice Today, 9<sup>th</sup> Edition*. Upper Saddle River, NJ: Prentice Hall.

Any handouts provided or assigned by the instructor and independent readings.

### **COURSE DESCRIPTION**

This course provides an introduction to the criminal justice system. It is designed to improve students' basic understanding of crime and criminal justice in the United States and familiarize them with the key concepts and terminology in the field. The primary goal of this course is to provide students with a general understanding of the criminal justice system's response to crime in society, including the role of the core elements: police, courts, and corrections. This general theme of this course highlights the balance between community interests and individual rights in decision making within the system. The criminal justice process will be examined, focusing on how the system is structured to respond to crime.

### **LEARNING OBJECTIVES**

By the end of the course, the student should be able to:

1. discuss basic concepts and terminology in criminal justice, including the basic components of the criminal justice system;
2. provide a definition of crime and describe different types of crime;
3. examine and discuss crime in America and discuss the causes of crime;
4. identify the criminal justice process and discuss the role of each component in the system's response to crime;
5. describe the history and structure of policing, police management, and legal aspects of policing;
6. identify all stages of the court process and describe the progression of cases through the system;
7. discuss the structure of corrections and the role of criminal sanctions, including probation, parole, community corrections, prisons, and jails; and
8. identify and discuss special issues and topics in criminal justice, including juvenile justice, drugs and crime, and future trends in criminal justice.

## ATTENDANCE POLICY

**Class attendance is mandatory and attendance requirements will be followed in accordance with Academic Policy Statement 800401.** Attendance is highly important as discussion groups, quizzes, and in class assignments will be assessed throughout the semester. Students with perfect attendance will receive bonus points. **Points will be deducted from the final grade for students with more than 3 absences during the semester.** Excessive absences will result in a drastic deduction of points from the final grade, and may result in a failing grade. The student is expected to attend all classes and actively participate in class discussions. To this purpose, students **must complete the assigned readings prior** to the scheduled class meeting to contribute to meaningful class discussions.

**4 absences = 10 point reduction in final grade**

**5 absences = 20 point reduction in final grade**

**6 + absences = 30 point reduction final grade**

### Student Absences on Religious Holy Day Policy

Section 51.91 (b) of the Texas Education Code requires that an institution of higher education excuse a student from attending classes or other required activities, including examinations, for the observation of a religious holy day, including travel for the purpose. A student whose absence is excused under this subsection may not be penalized for that absence and shall be allowed to take an examination or complete an assignment from which the student is excused within a reasonable time after the absence.

University policy 861001 provides the procedures to be followed by the student and instructor. A student desiring to absent himself/herself from a scheduled class in order to observe (a) religious holy day(s) shall present to each instructor involved a written statement concerning the religious holy day(s). This request must be made within the first fifteen days of the semester or the first seven days of a summer session in which the absence(s) will occur. The instructor will complete a form notifying the student of a reasonable time frame in which the missed assignments and/or examinations are to be completed. For the official university policy on student absences on religious holy days, see: <http://www.shsu.edu/catalog/scholasticrequirements.html#holyday>.

## GRADES

### GRADING POLICY: (100 Points Possible)

**A = 90-100 points**

**B = 80-89 points**

**C = 70-79 points**

**D = 60-69 points**

**F = Below 60 points**

1. 3 Exams: 10 Points each; 30 points total
2. Final Exam: 20 Points
3. Quizzes: 10
4. Presentation & Paper: 30 Points
5. Participation & Homework: 10 Points

**Exams:** Three exams will be given on the dates listed in the course outline. Each exam will be worth 15 points. Exams will be composed of multiple choice, true false, short answer and essay questions. Questions will come from class notes and the required readings. Students are strongly encouraged to utilize the study guide to prepare for exams and to enhance their understanding of the materials.

**Final Exam:** The final exam will be given on the date listed in the course outline (Monday, December 10). The exam will be composed of multiple choice, definitions, short answer, essay questions, or a combination of each.

**Quizzes:** Quizzes will be given throughout the semester to ensure that students are keeping up with the required readings and to help prepare students for the exams. Quizzes may be composed of multiple choice, definitions, short answer, essay questions, or a combination of each.

**Paper/Presentation:** Each student will write a 5-7 page paper on a topic assigned by the professor. The topics will cover a range of issues and aspects in the the American Criminal Justice System. Students should submit their papers on the day of their presentations. Papers must have 12 pt character font, double spaced, 1 inch margins, and be consistent with APA format. Students will present a 10-15 minute PowerPoint presentation of their final paper on an aspect of the American Criminal Justice System. Topics and instructions will be provided by the instructor. The presentations seek to describe the criminal justice process, aspects, and issues in the American Criminal Justice System. The presentations are designed to answer the questions “What is the American Criminal Justice System?” and to encourage discussions on contemporary issues in the criminal justice process. A handout will be provided in class of the topics and the presentation schedule. Students must be prepared to present on the date assigned and should dress professionally.

**Class Participation/Assignments:** Students will receive grade based upon attendance, participation in class discussions, and completion of assignments. **Students are expected to have read the chapters prior to class lecture/discussion** so that any questions may be clarified and meaningful class discussion may be conducted. In addition to class participation, students are required to complete any class and homework assignments which may be assigned. Failure to complete and submit and/or present an assignment on time will result in a 10 point deduction from the final grade. Students also are required to regularly access the blackboard portal to check for announcements, assignments, and additional readings for this class.

**Extra Credit:** In general, extra credit opportunities will not be given, but may be offered at the instructor’s discretion. However, if an extra credit opportunity is extended to one student, then all students will be given the opportunity to complete the same assignment for extra credit.

## MAKE UP EXAM POLICY

Students are required to take the examinations on the dates indicated in the course schedule. Any scheduling difficulties should be addressed the first week of class. If an emergency arises, students should notify the instructor as soon as possible. There will be no make up for the Final Exam!

## ACADEMIC HONESTY

The Faculty of the College of Criminal Justice expects students to conduct their academic work with integrity and honesty. **Acts of academic dishonesty will not be tolerated and can result in the failure of a course and dismissal from the University.** Academic dishonesty includes, but is not limited to, cheating on a test, plagiarism, collusion – the unauthorized collaboration with another person in preparing work offered for credit, the abuse of resource materials, and misrepresentation of credentials or accomplishments as a member of the college.

The University's policy on academic honesty and appeal procedures can be found in the manual entitled Student Guidelines, distributed by Division of Student Services. (Reference Section 5.3 of the SHSU Student Guidelines) For the official university policy on academic honesty, see: <http://www.shsu.edu/administrative/faulty/sectionb.html#dishonesty>.

## DISABLED STUDENT POLICY

Students with a disability which affects their academic performance are expected to arrange for a conference with the instructor in order that appropriate strategies can be considered to ensure that participation and achievement opportunities are not impaired. The physically impaired may contact the Director of the Counseling Center as chair of the Committee for Continuing Assistance for Disabled Students by telephone (936) 294-1720. For services for disabled students, see <http://www.shsu.edu/schedule/>.

## ACADEMIC SERVICES AT SHSU

**Student Advising and Mentoring Center**: Located on the second floor of Academic Building IV (south of the Lee Drain Building, corner of Avenue I and Bowers Blvd.); SAM Center offers academic counseling and enrichment services to all undergraduate and graduate students. The Student Advising and Mentoring Center is a resource dedicated to helping students adjust to academic life at Sam Houston State University. The Center offers advising aid (see Academic Advising), with time management and/or study skills, career testing, tutoring and workshops on an array of academic and technological resources. The SAM Center can be contacted by e-mail at [samcenter@shsu.edu](mailto:samcenter@shsu.edu) or by telephone, (936) 294-4444. For more information refer to the Catalog.

The **Writing Center** helps all University students, staff, faculty, and community members. It was created to help individuals become better writers and develop more confidence in their writing abilities. To this end, it provides one-on-one and small group writing instruction and one-session workshops throughout the school year. The Writing Center <http://www.shsu.edu/~wctr/> is located in Farrington 111. The Writing Center can be contacted by e-mail at [wctr@shsu.edu](mailto:wctr@shsu.edu) or by telephone, (936) 294-3680.

The **Testing Center**, located at AB4 102 offers a variety of college entrance, vocational, guidance, state-mandated and/or placement exams including Quick THEA, THEA, ACCUPLACER, ACT, SAT, LSAT, GRE, EXCET, DANTE and CLEP testing. The Testing Center can be contacted by e-mail at [test.ctr@shsu.edu](mailto:test.ctr@shsu.edu) or by telephone (936) 294-1025.

## CLASS CONDUCT

### General Conduct

**All students are expected to be respectful to others and the instructor at all times.** Class discussions may include controversial topics. Students should be respectful of others' viewpoints and opinions, even those that they may not agree with. Any conduct deemed by the instructor to be disruptive to the class may result in the student's removal from the class. The removal will count as an unexcused absence. Excessive tardiness (2+) without a legitimate excuse may be counted as an absence at the discretion of the instructor.

### Tobacco Products

**No tobacco products allowed in the classroom at any time.** Violations will result in the student's removal from the class and the removal will count as an unexcused absence.

### Use of Electronic Devices in the Classroom

- **Turn off all cell phones, pagers, iPods, and any other distracting device prior to class. This means no text messaging during class!**
- Laptops may be used in class, for class purposes only (no email or IM services may be accessed) with prior approval from the instructor.
- Students are encouraged to use electronic resources outside of class for discussion forums and to access reading materials on class topics.

## Course Schedule

The anticipated schedule of lectures, readings, and examinations is as follows:

Date	TOPIC	Readings:
Aug. 20-25	Introduction to Class What is Criminal Justice	Chapter 1
Aug. 27-29 Aug. 31	The Crime Picture Research/Library Day	Chapter 2
Sept. 3 Sept. 5-7	Labor Day Holiday- No Class The Search for Causes	Chapter 3
Sept 10-14	Criminal Law	Chapter 4
Sept. 17 Sept. 17-21	<b>EXAM I</b> Policing: History and Structure	Chapter 5
Sept. 24-28	Policing: Organization and Management Policing: Legal Aspects	Chapters 6&7
Oct. 1-5	Policing: Issues and Challenges	Chapter 8
Oct. 8 Oct. 10-12	<b>EXAM II</b> The Courts: Structure and Participants	Chapter 9
Oct. 15-19	Pretrial Activities and Criminal Trial	Chapters 10
Oct. 24-26	Sentencing	Chapter 11
Oct. 29 Oct. 31-Nov.2	<b>EXAM III</b> Probation, Parole, & Community Corrections	Chapter 12
Nov. 5-9	Prisons and Jails Prison Life	Chapters 13 &14
Nov. 14-16	Juvenile Justice	Chapter 15
Nov. 19 Nov. 21-23	Future of CJ Thanksgiving Break- No class	Chapter 18
Nov. 26-30	Presentations & Final Paper Due	
Dec. 3-7	Presentations & Final Paper Due	
Dec. 10	<b>FINAL EXAM</b> <b>8:00-10:00 A.M.</b>	

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**Fall Semester, 2007**



**SYLLABUS**

My signature below indicates that I have read and understand this syllabus and have been given a copy of my own to keep.

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Student Signature

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Date

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Print Name